

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. MATTHEW, ST. LEONARDS ON SEA

England & Wales - Charity number 1139019

## Details

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**Other names** ST. MATTHEW'S PCC, ST. LEONARDS ON SEA

**Status** Registered

**Legal form** Previously excepted

**Registered** 2010-11-15

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 38 Freshwater Avenue  
Hastings  
East Sussex  
TN34 2HS

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**Website** [www.stmatts.co.uk](http://www.stmatts.co.uk)

## Activities

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**Objects:** Promoting in the ecclesiastical parish the whole mission of the Church.

**Activities:** Place of Worship

## Classification

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- **How:** Makes Grants To Organisations, Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- East Sussex

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£155,271	£146,646	-	-
2023-12-31	£150,375	£163,820	-	-
2022-12-31	£105,080	£119,833	-	-
2021-12-31	£96,063	£78,894	-	-
2020-12-31	£92,105	£73,923	-	-

## Trustees

Name	Role	Appointed
Rev MATTHEW JOHN FOY	Chair	2019-09-18
Alison Lucy Hodgkins		2023-05-07
Anne FREEMAN		2026-05-17
DAVID ALAN BROOME		2021-04-20
David CLOVER		2025-05-18
Dr BEN RUSSELL MASTERS-STEVENSON		2019-04-29
Jane Elizabeth GURR		2026-05-17
Margaret Sarah Lloyd		2018-10-01
Mr THOMAS WALTER MORGAN		
Nigel Ian Brett		
SARAH JANE SEARLE		
Stephen John HILL		2026-05-17
Tracey Foy		2026-05-17
Vinyo Aidam		2024-04-28

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# Accounts

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**ST. MATTHEWS  
PAROCHIAL CHURCH COUNCIL**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**31ST DECEMBER 2024**

**MANNINGTONS  
39 HIGH STREET  
BATTLE  
EAST SUSSEX  
TN33 0EE**

# **St Matthew's Church, St Leonards-on-Sea**

Registered Charity No. 1139019

## **ANNUAL REPORT**

**AND**

## **FINANCIAL STATEMENTS**

**OF THE**

## **PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. MATTHEW, ST. LEONARDS-ON-SEA**

**For the year ended 31 December 2024**

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St Matthew's Church, London Road, St Leonards-on-sea, East Sussex, TN37 6PD

Website: - <https://www.stmatts.co.uk>

Minister in Charge:- Revd Matthew Foy

81A Filsham Road, St Leonards-on-sea, East Sussex, TN38 0PG

Bankers:- Lloyds Bank - Hastings branch

Independent Examiners:- Manningtons, 39 High Street Battle TN33 0EE

## Parochial Church Council of St Matthew, St Leonards-on-Sea Annual Report for 2024

### **Aim and purposes as a charity**

The P.C.C. has the responsibility of co-operating with the minister in charge, in:

- Promoting the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England.
- Promoting the whole mission of the church, pastoral, social, evangelistic and ecumenical.
- To bring people to faith in Jesus and to enable them to get to know him better.
- Practical support and care to those in need through personal involvement and through financial support of other organisations with similar objectives.
- The P.C.C. is also responsible for maintaining the Church and Church Centre together with the surrounding grounds.

### **Objectives and activities**

The P.C.C. is committed to growing St Matthews both spiritually and numerically. Our vision is summarised as “helping local people follow Jesus Christ”. The P.C.C. maintains an overview of the activities aimed at achieving this objective.

When planning our activities for the year we have considered the Charity Commission’s guidance on public benefit and in particular, the specific guidance on “charities for the advancement of religion”. We try to enable ordinary people to come to faith and to live out this faith as part of our parish community through:

- Biblical teaching, worship and prayer both in the church buildings and in midweek groups
- Provision of pastoral care for people living in the parish and for members of the church family
- Missionary, outreach and humanitarian work within the parish and in the wider community

To facilitate this work it is important that we maintain the fabric of the Church and Church Centre at St Matthews.

The P.C.C. has complied with the duty under section 5 of the Safeguarding and Clergy Discipline measure 2016 fully recognising its duty to have due regard to the House of Bishops guidance on safeguarding children and vulnerable adults.

### **Achievements and performance**

#### ***Worship and Prayer***

Towards the end of 2024 the services for worship and prayer were as follows:-

- An 8am BCP service twice a month with one service being a communion service.
- An 11am service every Sunday with groups for children aged 0-14. Communion is shared once a month at this service. There were also occasional all age worship services throughout the year.
- An occasional all age family service on a Sunday afternoon especially for under 12s and their families.
- Prayer meetings continue to be held monthly on a Wednesday. Two meetings take place, one at lunch time and the other in the evening. The lunch time meeting is usually followed by a light lunch.
- Several midweek groups for bible study and prayer continue to meet. Our aim is for as many people as possible to attend these groups. Two additional groups started during the year to facilitate an increase in the numbers attending these groups.
- In June, St Matthews hosted two of the year 6 Diocesan Leavers’ services with around 700 children from East Sussex church schools attending.

There were 91 members on the church electoral roll at the end of 2024 (91 in 2023). The average weekly attendance, counted during October, was 71 adults and 17 children (71 and 18 in 2024).

Sussex Brass came and provided the music at the morning service on the 8<sup>th</sup> December. The 11am service on the 22<sup>nd</sup> December was a family carol service On Christmas eve there was a Christingle service at 4.30pm. An 11am service was held at St Matthew’s Church on Christmas day. On the 20<sup>th</sup> December the church hosted a service for St Pauls CE Primary Academy

#### ***Deanery Synod***

St Matthews has three elected members of the Hastings Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. The Deanery synod met three times in 2024.

#### ***Review of the year***

1. The full P.C.C. met seven times during the year. The Standing Committee met occasionally between P.C.C. meetings and the results of their deliberations were received by the full P.C.C. and discussed where necessary.
2. The Charity employed three members of staff (1 full time, 2 part time) during the year to enable it to achieve its objectives. The staff and Churchwardens met regularly to facilitate the mission and ministry of the church.

3. The full-time member of staff (Nicky Adams) is employed as a “Families and Youth Worker” with responsibility for developing our work amongst families and young people. Her employment has been possible following receipt of several grants. Funding has been obtained for her post to continue at least up to the middle of 2025, This post has enabled us to develop and increase our work amongst children and young people. For example:
  1. The Roots group for teenagers continued to meet during the year on Thursday evenings. This group is led by Nicky with other members of the church family and includes children from church families and from the local community. A number of children from this group went away on a CPAS summer youth residential in 2024.
  2. The “Smarties” parent and toddler group has continued on Wednesday mornings. It is well attended and has members from both within the church family and from the local community.
  3. In February half term a “Holiday Club” was held for children aged 5-11. It was a very successful event with many children attending from the local community.
  4. Nicky together with Rachel Woods hold a lunchtime club at St Paul’s Primary Academy.
  5. St Matthews continues to maintain its close links with St Paul’s Primary Academy and the staff team continue to lead an act of collective worship each week and provide support for RE lessons.
4. “The Hub” meets on Tuesday mornings and provides coffee, tea, cakes and conversation in the Church Centre and has been advertised locally as a “warm space” as a response to the cost-of-living crisis.
5. The Church’s pastoral team continues to connect with and visit housebound members of the church and we maintain links with Crest House and The Derwent care homes. We have resumed regular services at both care homes and members of the congregation sang carols at these homes in December.
6. The Friendlies group, for older people, continued to flourish in 2024. The Friendlies group attracts people from both inside and outside the immediate church family.
7. Nigel and Evelyn Brett and others continue to work on the church grounds with regular gardening events being organised during the warmer months.
8. St Matthews continued to support the Christians against Poverty Hastings Debt Centre and three church members have been commissioned as befrienders to support their work with local people.
9. The St Matthew’s Church Centre continues to be an important community asset. It is rented out to a variety of local groups and for children’s parties. The groups that use the Church Centre include a local Guide Group, the Townswomen’s Guild, a country dancing group and a Men’s Group for seniors(Senior Men’s forum)
10. St Matthews continued to support the Hastings Foodbank including through a special Harvest Service collection.
11. St Matthew’s continues to support other charities including the London City Mission, Tearfund and the Sussex Gospel Partnership.
12. Several social events took place during the year. These included lunches for men’s and women’s groups, a cream tea with Christmas crafts event and a crazy golf event. We are grateful to Catherine Harvey, Sarah Searle and Dave Broom for organising these events.

### **Buildings and Maintenance**

1. In 2024 a significant amount of time was spent ensure the ongoing maintenance and improvement of the Church Building, Church Centre and the Church House at 98 Sedlescombe Gardens. We are particularly grateful to Nigel Brett as he continues to co-ordinate and carry out maintenance and repairs to the buildings.
2. In September work on the roof and chimney above the organ was completed. Hopefully the problem of rainwater leaking onto the organ has been solved by this work.
3. In August 2023 planning permission and listed building consent were obtained for the refurbishment of the Church Centre. The first phase of work was carried out in 2024. As part of this work the window in the South room of the Church Centre was replaced together with work on the guttering and boarding. An application has also been submitted to Biffa for a significant grant which, if successful, would enable a full refurbishment of the church hall in 2025.
4. In December 2023 a faculty was obtained to allow for the removal of 4 pews at the front of the nave, the refurbishment of the wood block floor and the relocation of some AV cables. This work has been completed.
5. A further four pews in the nave have now been removed under an Archdeacon’s licence to allow wheelchair and buggy users to sit within the congregation rather than at the very front or back of the church. The PCC intend to submit a faculty application in 2025 to make these changes permanent.
6. A quinquennial inspection was completed in Autumn 2024 which highlight nothing urgent. The PCC will consider the wider recommendations in 2025.
7. An inspection of 98 Sedlescombe Gardens by St Matthews during the year revealed several problems including damage from water leaks, faulty flooring and external paintwork flaking. There have been further problems with the garage at 98 Sedlescombe Gardens with damage to the door. A new agent was appointed by the PCC in December 2024 and they will be helping the PCC make sure the property is maintained to a suitable standard.

### **Financial Review**

1. We are most grateful to the grant making bodies and individuals who have made contributions towards the cost of our Families and youth Pastor. At the end of 2024 we had received grants from All Saints Lindfield, Gospel Partners, Sola Trust, the Joseph Rank Foundation and the John James charitable trust. We anticipate that further grants will be forthcoming in 2025.
2. Thanks to our members generous giving and the additional income from the Church Centre and renting the church house at 98 Sedlescombe Gardens we were able to meet all of our financial commitments.
3. The largest expenditure of the PCC in 2024 was the sum of £39,148 paid to Clarke Roofing for the repair of the church roof and chimney. The Diocesan Parish Share to cover our ministry costs was reduced to £20,000 to enable us the pay for the roof repairs. The Parish Contribution is used by the diocese to pay stipends, National Insurance, pensions, Housing, Training and curates, ministry support, parish support services and the national church.
4. Following the repair to the church roof all of the money in the Friends of St Matthews accounts has now been spent and the charity is being closed.

### **Reserves Policy**

1. It is the PCC's policy aim to maintain a balance on the general unrestricted funds (excluding property), which equates to :-
  - i. Two months worth of unrestricted payments.
  - ii. In addition one months unrestricted salary costs
  - iii. Funds to meet unexpected repair costs as follows.
    - I. Church and Church Grounds £8,000
    - II. Church Centre £3,000
    - III. 98 Sedlescombe Gardens £1,500

The closing reserves balance in 2024 was about £3,700 short of meeting these objectives. However, the PCC has more than this among in investments, so this is not considered an immediate concern.

2. The balance of any restricted fabric fund is retained towards the cost of repairs.
3. It is PCC policy to invest funds balances with the C.B.F. Church of England deposit fund.

## Structure, governance and management

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members committed to the vision and values of St Matthews are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

## Administrative information

The parish is a charity registered with the Charity Commission as required by the Charities act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956. The "Parochial Church Council of the Ecclesiastical Parish of St Matthew St Leonards-on-sea" is registered as Charity No. 1139019

During the year the following served as members of the Parochial Church Council (PCC):

Minister & Chairman	Revd. Matthew Foy	
Church Wardens	Mrs Alison Hodgkins	(From the 2024 APCM)
	Mrs Shirley Coulthard	(Up to the 2024 APCM)
	Mr Nigel Brett	
Representatives on the Deanery Synod	Mr Malcolm Harris	
	Mrs Sarah Searle	
	Miss Nicky Adams	
Elected Members:	Mrs Vinyo Aidam	(From the 2024 APCM)
	Mr David Broome	
	Mr Timothy Blythe	
	Mrs Shirley Coulthard	(From the 2024 APCM)
	Mrs Catherine Harvey	
	Mrs Alison Hodgkins	(Up to the 2024 APCM)
	Mrs Margaret Lloyd	Parish Safeguarding Officer
	Dr Ben Masters-Stevens	PCC Secretary
	Mr Tom Morgan	Hon. Treasurer
Mr Bob Tilley		

The PCC has the following sub Committees.

i Standing Committee

Approved on behalf of the PCC by Revd Matthew Foy

(Chairman) *Matthew Foy*

Date *17/04/2025*

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024**

	Unrestricted Funds	Restricted Funds	Endowment Funds	<u>TOTAL</u> <u>Funds</u> <u>31.12.24</u>	<u>TOTAL</u> <u>Funds</u> <u>31.12.23</u>
	£	£	£	£	£
<b>Income and Endowments from:</b>					
<i>Donations and Legacies</i>	2a 76,032	52,649	-	128,681	123,678
<i>Charitable Activities</i>	2b 607	-	-	607	597
<i>Other trading activities</i>	2c 24,665	-	-	24,665	24,945
<i>Investments</i>	2d 1,318	-	-	1,318	1,155
<i>Other Income</i>	2e -	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total incoming resources</b>	<u>102,622</u>	<u>52,649</u>	<u>-</u>	<u>155,271</u>	<u>150,375</u>
<b>Resources expended</b>					
<i>Raising funds</i>	3a -	-	-	-	-
<i>Charitable Activities</i>	3b 74,330	55,337	-	129,667	154,844
<i>Other trading activities</i>	3c 13,979	3,000	-	16,979	8,976
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Resources expended</b>	<u>88,309</u>	<u>58,337</u>	<u>-</u>	<u>146,646</u>	<u>163,820</u>
<b>Net incoming (outgoing) resources</b>	14,313	(5,688)	-	8,625	(13,445)
<b>Other recognised gains/losses</b>					
<i>Gains/(losses) on revaluation of fixed assets</i>	-	-	-	-	-
<i>Gains/(losses) on investment assets</i>	8 <u>167</u>	<u>-</u>	<u>-</u>	<u>167</u>	<u>626</u>
<b>Net movement of funds</b>	14,480	(5,688)	-	8,792	(12,819)
<b>Total funds brought forward at 1st January 2024</b>	43,955	18,728	1,250	63,933	76,752
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total funds carried forward at 31st December 2024</b>	<u>58,435</u>	<u>13,040</u>	<u>1,250</u>	<u>72,725</u>	<u>63,933</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL  
BALANCE SHEET AT 31 DECEMBER 2024**

	Note	2024	2023
<b>Fixed Assets</b>			
Intangible assets		-	-
Tangible fixed Assets	8b	26,319	29,777
Heritage Assets		-	-
Investment Assets	8a	7,445	7,279
<b>Total fixed assets</b>		<u>33,764</u>	<u>37,056</u>
<b>Current Assets</b>			
Stock		-	-
Debtors	10	3,711	3,587
Short Term Deposits	9	21,670	21,670
Cash at Bank and in hand	9	<u>18,639</u>	<u>32,153</u>
<b>Total current assets</b>		<u>44,020</u>	<u>57,410</u>
<b>Liabilities</b>			
Creditors: amounts falling due within one year	11	<u>(5,059)</u>	<u>(30,533)</u>
<b>Net current assets</b>		<u>38,961</u>	<u>26,877</u>
<b>Total assets less current liabilities</b>		<u>72,725</u>	<u>63,933</u>
<b>FUNDS</b>	14		
Unrestricted funds	13	58,435	43,955
Restricted funds	13	13,040	18,728
Endowment funds	13	<u>1,250</u>	<u>1,250</u>
		<u>72,725</u>	<u>63,933</u>

Approved by the Parochial Church Council on 17 March 2025 and signed on its behalf by



The Revd Matthew Foy (chairman)

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2024**

**I. ACCOUNTING POLICIES**

**a) Accounting convention**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

**b) Fund accounting**

*Endowment funds* are funds, the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds depending on the purpose set out in the terms of the original endowment.

*Restricted funds* comprise (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest. (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on the fund.

*Unrestricted funds* – general funds which can be used for P.C.C. ordinary purposes.

*Designated funds* - monies set aside by the P.C.C. out of unrestricted funds for specific future purposes or projects.

**Income and endowments**

All income and endowments are accounted for without deduction for any costs of receivability, are recognized when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

**a) Donations and legacies**

Collections are recognized when received.

Planned giving receivable is recognized when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid Declaration or other record of intention to donate.

Gift aid recovered is recognized when the income to which it is attached is recognized.

Grants and legacies are recognized when the formal offer in writing of the funding is received by the P.C.C.

**b) Charitable activities**

Statutory fees for weddings and funerals are recognized when the office occurs.

**c) Other trading activities**

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognized either a) when received or b) in the case of concerts: for the year in which the event occurs irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place.

Sales of magazines and study notes are recognized when received

Rents from property are recognized in accordance with the rental agreement, when receipt is probable.

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2024**

**d) Investment income**

– Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

**e) All other income**

All other income is recognized in accordance with the above overall policy.

**f) Gains and losses in investments**

Realised gains are recognized when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31 December

**Expenditure**

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

**a) Grants**

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the P.C.C.

**b) Church Activities**

The diocesan parish share is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

**c) Fixed assets**

**i. Tangible fixed assets**

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the P.C.C. and which require a faculty for disposal are accounted as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected but are not included in the financial statements. For other property acquired prior to 2000 there is insufficient cost information available and therefore the cost of such assets is not stated in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off when they were incurred.

**ii. Depreciation**

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	20%	
Audio Visual equipment	33%	Straight line
Office equipment	25%	

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value.

**iii. Investments**

Investments are stated at market value at the balance sheet date.

**d) Current Assets**

Amounts owing to the P.C.C. at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the C.B.F. Church of England funds, or at the bank.

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024**

**2 INCOMING RESOURCES**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2024 £	2023 £
<b>2 Analysis of income and endowments</b>					
<b>2a Donations and Legacies</b>					
Planned Giving (excl tax refunds)	31,897	-	-	31,897	29,945
Planned Giving (no tax refunds)	10,062	-	-	10,062	9,489
Loose cash collections	1,476	-	-	1,476	3,453
Gift Days	5,950	-	-	5,950	1,160
Sundry donations and appeals	4,273	7,229	-	11,502	41,808
Income Tax Recoverable	9,986	1,642	-	11,627	16,170
Grants	12,388	43,778	-	56,167	21,653
Legacies	-	-	-	-	-
	<u>76,032</u>	<u>52,649</u>	<u>-</u>	<u>128,681</u>	<u>123,678</u>
<b>2b Charitable Activities</b>					
Fees from weddings etc	607	-	-	607	597
	<u>607</u>	<u>-</u>	<u>-</u>	<u>607</u>	<u>597</u>
<b>2c Other trading activities</b>					
Fund raising events	-	-	-	-	-
Church Centre Lettings	14,231	-	-	14,231	14,771
Rent from letting parish house	10,434	-	-	10,434	10,174
Bookstall	-	-	-	-	-
	<u>24,665</u>	<u>-</u>	<u>-</u>	<u>24,665</u>	<u>24,945</u>
<b>2d Investments</b>					
Dividends on CBF Investment fund	202	-	-	202	199
CBF deposit interest	1,116	-	-	1,116	956
	<u>1,318</u>	<u>-</u>	<u>-</u>	<u>1,318</u>	<u>1,155</u>
<b>2e Other Income</b>					
Insurance claims	-	-	-	-	-
Training course receipts	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>102,622</u>	<u>52,649</u>	<u>-</u>	<u>155,271</u>	<u>150,375</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024**  
**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2024 £	Funds 2023 £
<b>3 Analysis of resources expended</b>					
<b>3a Raising funds</b>					
Special appeal costs	-	-	-	-	-
Fund-raising events	-	-	-	-	-
Stewardship costs	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>3b Charitable Activities</b>					
Missionary and charitable giving:	1,845	307	-	2,152	2,081
Ministry costs					
Diocesan Parish Share	20,000	-	-	20,000	38,500
Other clergy costs	2,960	-	-	2,960	2,858
Salaries and honoria	14,254	29,292	-	43,546	41,011
Church running expenses	10,762	-	-	10,763	9,228
Church Maintenance/Improvements	19,075	25,737	-	44,812	56,074
Bookstall	-	-	-	-	-
Training and Mission	752	-	-	752	443
Upkeep of services	1,321	-	-	1,321	875
Upkeep of church grounds	178	-	-	178	127
Children and Youth Work	1,843	-	-	1,843	2,092
Bank Charges	-	-	-	-	15
Governance - see note 6	1,340	-	-	1,340	1,540
	<u>74,330</u>	<u>55,337</u>	<u>-</u>	<u>129,667</u>	<u>154,844</u>
	<u>74,330</u>	<u>55,337</u>	<u>-</u>	<u>129,667</u>	<u>154,844</u>
<b>3c Other trading activities</b>					
Church Centre Hiring Costs	-	-	-	-	-
Church Centre Running Costs	13,979	3,000	-	16,979	8,976
Bookstall costs	-	-	-	-	-
Other Trading costs					
	<u>13,979</u>	<u>3,000</u>	<u>-</u>	<u>16,979</u>	<u>8,976</u>
	<u>13,979</u>	<u>3,000</u>	<u>-</u>	<u>16,979</u>	<u>8,976</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>88,309</u>	<u>58,337</u>	<u>-</u>	<u>146,646</u>	<u>163,820</u>
	<u>88,309</u>	<u>58,337</u>	<u>-</u>	<u>146,646</u>	<u>163,820</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024**  
**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2024 £	Funds 2023 £
<b>4 Missionary and charitable giving:</b>					
<i>Overseas</i>					
Tear Fund	600	-	-	600	461
Charles Semwaga	-	-	-	-	460
London City Mission,	600	-	-	600	460
Evangelical Alliance	45	-	-	45	100
Christians Against Poverty	600	307	-	907	600
	<u>1,845</u>	<u>307</u>	<u>-</u>	<u>2,152</u>	<u>2,081</u>

**5 Staff Costs**

<b>a</b>	<i>Wages and Salaries</i>				
	4,918	-	-	4,918	4,446
Caretaker/Cleaner	9,223	8,200	-	17,423	8,200
Administrator	-	-	-	-	-
Organists	-	28,125	-	28,125	27,000
Families & Youth Pastor	Families & Youth Pastor expenses and other costs				
	113	1,167	-	1,280	1,365
	<u>14,254</u>	<u>29,292</u>	<u>-</u>	<u>43,546</u>	<u>41,011</u>

**Wages and Salaries**

a. During the year the PCC employed a Families and Youth Pastor, a Caretaker/Cleaner and a Parish Administrator. Social Security costs were paid in connection with all employees. The Families and Youth Pastor is enrolled in a pension scheme with NEST. Contributions to this scheme are made by both the church and the Families & Youth Pastor

b. No members of the PCC received any remuneration from the Councils funds. A small immaterial portion of the expenses paid to the Rector may have related to his services as chairman of the P.C.C. Mrs P.Blythe the parish administrator is the wife of P.C.C. member Mr T.D.Blythe, There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2024 £	Funds 2023 £
<b>Governance</b>					
Independent examination fee	1,320	-	-	1,320	1,520
<b>6 Cost of annual accounts</b>	20	-	-	20	20
	<u>1,340</u>	<u>-</u>	<u>-</u>	<u>1,340</u>	<u>1,540</u>

**Analysis of transfers between funds**

<b>7</b>	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024**  
**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2024 £	Funds 2023 £
<b>8 Fixed Assets</b>					
a Investments					
Market value 1st January 2024	7,279	-	-	7,279	6,653
Disposals at carrying value	-	-	-	-	-
Purchases at cost	-	-	-	-	-
Net gains and revaluation	167	-	-	167	626
Market value 31st December 2024	<u>7,446</u>	<u>-</u>	<u>-</u>	<u>7,446</u>	<u>7,279</u>

Holdings at 31st December 2024 - 322 shares in the CBF Church of England Investment Fund

b <b>Tangible fixed assets</b>	Freehold Land And Buildings £	Audio visual Equipment £	Total fixed assets £
Cost or valuation			
At 1st January 2024	26,319	38,923	65,242
Additions	-	-	-
Disposals	-	-	-
Revaluation	-	-	-
At 31st December 2024	<u>26,319</u>	<u>38,923</u>	<u>65,242</u>
<b>Depreciation</b>			
At 1st January 2024	-	35,465	35,465
Provided in the year	-	3,459	3,459
Disposals	-	-	-
At 31st December 2024	<u>-</u>	<u>38,923</u>	<u>38,924</u>
<b>Net book amounts</b>			
At 31st December 2024	<u>26,319</u>	<u>-</u>	<u>26,319</u>
At 31st December 2023	<u>26,319</u>	<u>3,459</u>	<u>29,778</u>

The Freehold land and buildings comprise the house at 98 Sedlescombe Gardens, St Leonards-on-sea. For accounting purposes, the historical cost of this property is deemed to be its original cost which has not been updated.

Church Equipment comprises the video system, the electronic piano and other audio equipment

c Heritage Assets None

9 Analysis of cash and cash equivalents	Total Funds 2024 £	Total Funds 2023 £
Cash in hand	18,639	32,153
Notice deposits (less than 3 months)	21,670	21,670
	<u>40,309</u>	<u>53,823</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024**  
**CONTINUED**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£	£
<b>10 Debtors</b>					
Income Tax Recoverable	2,264	401	-	2,665	2,443
Prepayments and Accrued Interest	1,046	-	-	1,046	1,144
Other Debtors	-	-	-	-	-
	<u>3,310</u>	<u>401</u>	<u>-</u>	<u>3,711</u>	<u>3,587</u>
<b>11 Creditors</b>					
<b>Amounts falling due within one year</b>					
Deferred Income	£	£	£	£	£
Accruals of utility and other costs	4,866	-	-	4,866	12,310
Creditors for goods and services	193	-	-	193	17,903
Other creditors	-	-	-	-	320
	<u>5,059</u>	<u>-</u>	<u>-</u>	<u>5,059</u>	<u>30,533</u>
<b>12 Creditors</b>					
<b>amounts falling due after more than one year</b>					
Deferred Income	£	£	£	£	£
Accruals of utility and other costs	-	-	-	-	-
Creditors for goods and services	-	-	-	-	-
Other creditors	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024**  
**CONTINUED**

<b>Statement of funds 2024</b>		Bal b/fwd 1st Jan 2024	Income	Expenditure	Transfers, other gains and losses	Bal c/fwd 31st Dec 2024
13	<b>Unrestricted Funds</b>					
	General fund	43,154	101,855	(87,157)	167	58,019
	Buildings/Fabric fund - designated	-	-	-	-	-
	Equipment / Improvements - designated	-	-	-	-	-
	Children and Youth Work - designated	801	767	(1,152)	-	416
		<u>43,955</u>	<u>102,622</u>	<u>(88,309)</u>	<u>167</u>	<u>58,435</u>
	<b>Restricted Funds</b>					
	Buildings/Fabric fund	3,000	22,278	(25,278)	-	-
	Equipment/ Improvements fund	3,705	-	(3,459)	-	246
	Families and Youth Fund	11,873	30,214	(29,293)	-	12,794
	Mission Gift Day	-	-	-	-	-
	Other Restricted Collections	150	157	(307)	-	-
		<u>18,728</u>	<u>52,649</u>	<u>(58,337)</u>	<u>-</u>	<u>13,040</u>
	<b>Endowment Fund</b>					
	C.L. Cleaver bequest	1,250	-	-	-	1,250

The Endowment fund consists of a £1,250 legacy from C.L.Cleaver which was received in 1976. The capital is not to be spent but the income is to be used to meet normal Expenditure.

<b>Statement of funds 2023</b>		Bal b/fwd 1st Jan 2023	Income	Expenditure	Transfers, other gains	Bal c/fwd 31st Dec 2023
	<b>Unrestricted Funds</b>					
	General fund	46,389	82,368	(86,230)	626	43,153
	Buildings/Fabric fund - designated	-	-	-	-	-
	Equipment / Improvements - designated	-	-	-	-	-
	Children and Youth Work - designated	926	871	(995)	-	802
		<u>47,315</u>	<u>83,239</u>	<u>(87,225)</u>	<u>626</u>	<u>43,955</u>
	<b>Restricted Funds</b>					
	Buildings/Fabric fund	4,325	36,165	(37,490)	-	3,000
	Equipment/ Improvements fund	11,858	-	(8,153)	-	3,705
	Families and Youth Fund	11,841	29,440	(29,408)	-	11,873
	Mission Gift Day	-	1,381	(1,381)	-	-
	Other Restricted Collections	163	150	(163)	-	150
		<u>28,187</u>	<u>67,136</u>	<u>(76,595)</u>	<u>-</u>	<u>18,728</u>
	<b>Endowment Fund</b>					
	C.L. Cleaver bequest	1,250	-	-	-	1,250

<b>14 Analysis of Net assets by fund</b>	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£	£
Fixed Assets for Church use	26,319	-	-	26,319	29,777
Investment Fixed Assets	7,445	-	-	7,445	7,279
Current assets	29,730	13,040	1,250	44,020	57,410
Current Liabilities	(5,059)	-	-	(5,059)	(30,533)
Fund Balance	<u>58,435</u>	<u>13,040</u>	<u>1,250</u>	<u>72,725</u>	<u>63,933</u>

**15 Related parties and transactions**

The Friends of St Matthews is a separate charity (No. 289204), a related party to the P.C.C. The following members of this P.C.C. are trustees of that Charity. The Revd Matthew Foy, Mr Nigel Brett, Mrs Shirley Coulthard, , Mr Malcolm Harris. Full details of the transactions between the charities can be found in their financial reports.

**Independent examiner's report  
To the PCC of St Matthew's Church**

This report on the accounts of the PCC for the year ended 31 December 2024, which are set out on pages 6 to 14, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.145 of the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and the examiner**

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulations and section s. 144 of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulations.

**Basis of this report**


My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed.....  .....

Date.....09/04/25.....

Mrs R T Walsh FCCA  
Manningtons  
39 High Street  
Battle  
East Sussex TN33 0EE

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# Accounts

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# **St Matthew's Church, St Leonards-on-Sea**

Registered Charity No. 1139019

## **ANNUAL REPORT**

**AND**

## **FINANCIAL STATEMENTS**

**OF THE**

## **PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. MATTHEW, ST. LEONARDS-ON-SEA**

**For the year ended 31 December 2023**

### **CONTENTS**

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St Matthew's Church, London Road, St Leonards-on-sea, East Sussex, TN37 6PD

Website: - <https://www.stmatts.co.uk>

Minister in Charge:- Revd Matthew Foy

81A Filsham Road, St Leonards-on-sea, East Sussex, TN38 0PG

Bankers:- Lloyds Bank - Hastings branch

Independent Examiners:- Manningtons, 39 High Street Battle TN33 0EE

# Parochial Church Council of St Matthew, St Leonards-on-Sea

## Annual Report for 2023

### **Aim and purposes as a charity**

The P.C.C. has the responsibility of co-operating with the minister in charge, in:

- Promoting the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England.
- Promoting the whole mission of the church, pastoral, social, evangelistic and ecumenical.
- To bring people to faith in Jesus and to enable them to get to know him better.
- Practical support and care to those in need through personal involvement and through financial support of other organisations with similar objectives.
- The P.C.C. is also responsible for maintaining the Church and Church Centre.

### **Objectives and activities**

The P.C.C. is committed to growing St Matthews both spiritually and numerically. Our vision is summarised as “helping local people follow Jesus Christ”. The P.C.C. maintains an overview of the activities aimed at achieving this objective.

When planning our activities for the year we have considered the Charity Commission’s guidance on public benefit and in particular, the specific guidance on “charities for the advancement of religion”. We try to enable ordinary people to come to faith and to live out this faith as part of our parish community through:

- Biblical teaching, worship and prayer both in the church buildings and in midweek groups
- Provision of pastoral care for people living in the parish and for members of the church family
- Missionary, outreach and humanitarian work within the parish and in the wider community

To facilitate this work it is important that we maintain the fabric of the Church and Church Centre at St Matthews.

The P.C.C. has complied with the duty under section 5 of the Safeguarding and Clergy Discipline measure 2016 fully recognising its duty to have due regard to the House of Bishops guidance on safeguarding children and vulnerable adults.

### **Achievements and performance**

#### ***Worship and Prayer***

Towards the end of 2023 the services for worship and prayer were as follows:-

- An 8am BCP service on two Sundays of each month.
- An 11am service every Sunday with Sunday Club groups & crèche for children aged 0-14. Communion is shared once a month at this service. There were also occasional all age worship services throughout the year.
- A monthly all age family service on a Sunday afternoon especially for under 12s and their families.
- A monthly midweek communion service followed by lunch.
- Prayer meetings continue to be held monthly on a Wednesday. Two meetings take place, one at lunch time and the other in the evening. The lunch time meeting is usually followed by a light lunch.
- Several midweek groups for bible study and prayer continue to meet. Our aim is for as many people as possible to attend these groups. Two additional groups started during the year to facilitate an increase in the numbers attending these groups.
- In June, St Matthews hosted two of the year 6 Diocesan Leavers’ services with around 700 children from East Sussex church schools attending.

There were 91 members on the church electoral roll at the end of 2023 (89 in 2022 ). The average weekly attendance, counted during October, was 71 adults and 18 children (67 and 17 in 2022).

The Christmas Services were limited as the new gas boilers in the Church were only installed in time for the Christingle and Crib service on Christmas Eve. Sussex Brass came and provided the music at the morning service on the 10<sup>th</sup> December. The midnight service on Christmas eve was held at St Ethelburga’s Church and an 11am service was held at St Matthew’s Church on Christmas day.

#### ***Deanery Synod***

St Matthews has three elected members of the Hastings Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. The Deanery synod met once in 2023. It was announced that Rev Matthew Foy has been appointed as the new Rural Dean from 1 January 2024.

## **Review of the year**

1. The full P.C.C. met seven times during the year. The Standing Committee met occasionally between P.C.C. meetings and the results of their deliberations were received by the full P.C.C. and discussed where necessary.
2. The Charity employed three members of staff (1 full time, 2 part time) during the year to enable it to achieve its objectives. The staff and Churchwardens met regularly to facilitate the mission and ministry of the church.
3. The full-time member of staff (Nicky Adams) is employed as a “Families and Youth Pastor” with responsibility for developing our work amongst families and young people. Her employment has been possible following receipt of several grants. This post has enabled us to develop and increase our work amongst children and young people. For example:
  1. The Roots group for teenagers continued to meet during the year on Thursday evenings. This group is led by Nicky with other members of the church family and includes children from church families and from the local community. Seven children from this group went away on a CPAS summer youth residential in 2023.
  2. The “Smarties” parent and toddler group has continued on Wednesday mornings. It is well attended and has members from both within the church family and from the local community.
  3. In February half term a “Holiday Club” was held for children aged 5-11. It was a very successful event with many children attending from the local community.
  4. Nicky together with Rachel Woods started a lunchtime club at St Paul’s school in June 2023.
  5. St Matthews continues to maintain its close links with St Paul’s Primary Academy and the staff team continue to lead an act of collective worship each week and provide support for RE lessons.
4. “The Hub” meets on Tuesday mornings and provides coffee, tea, cakes and conversation in the Church Centre and has been advertised locally as a “warm space” as a response to the cost-of-living crisis.
5. The Church’s pastoral team continues to connect with and visit housebound members of the church and we maintain links with Crest House and The Derwent care homes. We have resumed regular services at both care homes and members of the congregation sang carols at these homes on the 19<sup>th</sup> December.
6. Open church continued in 2023 with the church being open for two mornings a week in the summer months. We are most grateful to those who organise and run these events.
7. The Friendlies group, for older people, continued to flourish in 2023. The Friendlies group attracts people from both inside and outside the immediate church family.
8. Nigel and Evelyn Brett and others continue to work on the church grounds with regular gardening events being organised during the warmer months.
9. St Matthews continued to support the Christians against Poverty Hastings Debt Centre and four church members have been commissioned as befrienders to support their work with local people.
10. The St Matthew’s Church Centre continues to be an important community asset. It is rented out to a variety of local groups and for children’s parties. The groups that use the Church Centre include a local Guide Group, the Townswomen’s Guild, a country dancing group and a Men’s Group for seniors.
11. St Matthews continued to support the Hastings Foodbank including through a special Harvest Service collection.
12. We were disappointed that the local schools who normally have Christmas events at St Matthews were unable to come due to the lack of heating in the church.
13. St Matthew’s continues to support other charities including the London City Mission, Tearfund and Sussex Gospel Partnership.
14. Several social events took place during the year. These included lunches for men’s and women’s groups, a cream tea with Christmas crafts event and a crazy golf event. We are grateful to Catherine Harvey, Sarah Searle and Dave Broom for organising these events.

### **Buildings and Maintenance**

1. In 2023 a significant amount of time was spent ensure the ongoing maintenance and improvement of the Church Building, Church Centre and the Church House at 98 Sedlescombe Gardens. We are particularly grateful to Nigel Brett as he continues to co-ordinate carry out maintenance and repairs to the buildings.
2. In July 2023 a faculty was obtained for new gas boilers in the church and in December 2023 planning permission was obtained for two new flues. The boilers were installed in December 2023 and in operation for the Christmas Eve services.
3. In August 2023 planning permission and listed building consent were obtained for the refurbishment of the Church Centre. The PCC intend to implement and begin a phased implementation of these works in 2024.
4. In December 2023 a faculty was obtained to allow for the removal of 4 pews at the front of the nave, the refurbishment of the wood block floor and the relocation of some AV cables. The PCC intend to carry out this work in 2024.
5. The leak over the organ continued in 2023 and making the organ unserviceable. At the end of the year we were awaiting the roof repair which will cost over £20,000.
6. The tenant of the garage at 98 Sedlescombe Gardens defaulted on their rent in 2023. A new tenant was found for the beginning of December 2023.

### **Financial Review**

1. We are most grateful to the grant making bodies and individuals who have made contributions towards the cost of our Families and youth Pastor. At the end of 2023 we had received grants from Gospel Partners, Sola Trust, the Joseph Rank Trust and the John James charitable trust. We anticipate that further grants will be forthcoming in the following years.
2. Thanks to our members generous giving and the additional income from the Church Centre and renting the church house at 98 Sedlescombe Gardens we were able to meet all our financial commitments.
3. The largest expenditure of the PCC in 2023 was the sum of £38,500 paid to the Diocese as Parish Share to cover our ministry costs. The Parish Contribution is used by the diocese to pay stipends, National Insurance, pensions, Housing, Training and curates, ministry support, parish support services and the national church.
4. During the year the church gas boilers which were found to be defective in 2022 were replaced. Thanks to generous giving by the congregation at a gift day in the summer we were able to meet the cost of replacing the boilers.
5. Some of the windows in the Church Centre are in a very poor state of repair. It is anticipated that some of these windows will need replacing in 2024 resulting in additional expenditure. Further expenditure on the Church Centre is anticipated as it is looking rather tired.

### **Reserves Policy**

1. It is PCC policy to maintain a balance on the general unrestricted funds (excluding property), which equates to approximately two months worth of unrestricted payments as contingency against unforeseen situations. The closing balance in 2023 was £6,899 which represents 1 month of unrestricted expenditure.
2. The balance of the restricted fabric fund is retained towards the cost of repairs. It is anticipated that The Friends of St Matthew's will be able to assist with any building repair costs including the repair to the roof over the organ.
3. It is PCC policy to invest funds balances with the C.B.F. Church of England deposit fund.

## Structure, governance and management

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members committed to the vision and values of St Matthews are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

### Administrative information

The parish is a charity registered with the Charity Commission as required by the Charities act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956. The "Parochial Church Council of the Ecclesiastical Parish of St Matthew St Leonards-on-sea" is registered as Charity No. 1139019

During the year the following served as members of the Parochial Church Council (PCC):

Minister & Chairman            Revd. Matthew Foy  
Church Wardens                Mrs Shirley Coulthard  
    Mr Nigel Brett

### Representatives on the Deanery Synod

Mr Tom Morgan (until the APCM)  
Mrs Shirley Coulthard (until the APCM)  
Mr Malcolm Harris  
Mrs Sarah Searle (from the APCM)  
Miss Nicky Adams (from the APCM)

### Elected Members:

Mrs Heather Pain (until the APCM)  
Mrs Sarah Searle (until the APCM)  
Mr David Broome  
Mr Timothy Blythe (from the APCM)  
Mrs Catherine Harvey  
Mrs Alison Hodgkins (from the APCM)  
Mrs Margaret Lloyd  
Dr Ben Masters-Stevens  
Mr Tom Morgan (from the APCM)  
Mrs Susan Rayner (until 8 August 2023)  
Mr Bob Tilley

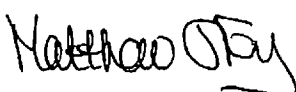
Parish Safeguarding Officer  
PCC Secretary  
Hon. Treasurer

Co-opted members            Miss Nicky Adams (until the APCM)

The PCC has the following sub Committees.

i        Standing Committee

Approved on behalf of the PCC by Revd Matthew Foy

(Chairman) 

Date 04/04/2024.

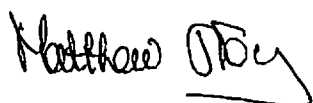
**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023**

		Unrestricted Funds	Restricted Funds	Endowment Funds	<u>TOTAL</u> <u>Funds</u> <u>31.12.23</u>	<u>TOTAL</u> <u>Funds</u> <u>31.12.22</u>
		£	£	£	£	£
<b>Income and Endowments from:</b>						
<i>Donations and Legacies</i>	2a	56,542	67,136	-	123,678	80,558
<i>Charitable Activities</i>	2b	597	-	-	597	102
<i>Other trading activities</i>	2c	24,945	-	-	24,945	23,938
<i>Investments</i>	2d	1,155	-	-	1,155	482
<i>Other Income</i>	2e	-	-	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total incoming resources</b>		<u>83,239</u>	<u>67,136</u>	<u>-</u>	<u>150,375</u>	<u>105,080</u>
<b>Resources expended</b>						
<i>Raising funds</i>	3a	-	-	-	-	-
<i>Charitable Activities</i>	3b	78,249	76,595	-	154,844	109,716
<i>Other trading activities</i>	3c	8,976	-	-	8,976	10,117
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Resources expended</b>		<u>87,225</u>	<u>76,595</u>	<u>-</u>	<u>163,820</u>	<u>119,833</u>
<b>Net incoming (outgoing) resources</b>		(3,986)	(9,459)	-	(13,445)	(14,753)
<b>Other recognised gains/losses</b>						
<i>Gains/(losses) on revaluation of fixed assets</i>		-	-	-	-	-
<i>Gains/(losses) on investment assets</i>	8	626	-	-	626	(888)
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net movement of funds</b>		(3,360)	(9,459)	-	(12,819)	(15,641)
<b>Total funds brought forward at 1st January 2023</b>		47,315	28,187	1,250	76,752	92,393
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total funds carried forward at 31st December 2023</b>		<u>43,955</u>	<u>18,728</u>	<u>1,250</u>	<u>63,933</u>	<u>76,752</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL  
BALANCE SHEET AT 31 DECEMBER 2023**

	Note	2023	2022
<b>Fixed Assets</b>			
Intangible assets		-	-
Tangible fixed Assets	8b	29,777	37,930
Heritage Assets		-	-
Investment Assets	8a	<u>7,279</u>	<u>6,653</u>
Total fixed assets		<u>37,056</u>	<u>44,583</u>
<b>Current Assets</b>			
Stock		-	-
Debtors	10	3,587	3,243
Short Term Deposits		21,670	21,670
Cash at Bank and in hand		<u>32,153</u>	<u>15,520</u>
Total current assets		<u>57,410</u>	<u>40,433</u>
<b>Liabilities</b>			
Creditors: amounts falling due within one year	11	<u>(30,533)</u>	<u>(8,264)</u>
Net current assets		<u>26,877</u>	<u>32,169</u>
Total assets less current liabilities		<u><u>63,933</u></u>	<u><u>76,752</u></u>
<b>FUNDS</b>			
Unrestricted funds	13	43,955	47,315
Restricted funds	13	18,728	28,187
Endowment funds	13	<u>1,250</u>	<u>1,250</u>
		<u><u>63,933</u></u>	<u><u>76,752</u></u>

Approved by the Parochial Church Council on 14 April 2024 and signed on its behalf by



The Revd Matthew Foy (chairman)

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

**I. ACCOUNTING POLICIES**

**a) Accounting convention**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

**b) Fund accounting**

*Endowment funds* are funds, the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds depending on the purpose set out in the terms of the original endowment.

*Restricted funds* comprise (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest. (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on the fund.

*Unrestricted funds* – general funds which can be used for P.C.C. ordinary purposes.

*Designated funds* - monies set aside by the P.C.C. out of unrestricted funds for specific future purposes or projects.

**Income and endowments**

All income and endowments are accounted for without deduction for any costs of receivability, are recognized when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

**a) Donations and legacies**

Collections are recognized when received.

Planned giving receivable is recognized when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid Declaration or other record of intention to donate.

Gift aid recovered is recognized when the income to which it is attached is recognized.

Grants and legacies are recognized when the formal offer in writing of the funding is received by the P.C.C.

**b) Charitable activities**

Statutory fees for weddings and funerals are recognized when the office occurs.

**c) Other trading activities**

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognized either a) when received or b) in the case of concerts: for the year in which the event occurs irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place.

Sales of magazines and study notes are recognized when received

Rents from property are recognized in accordance with the rental agreement, when receipt is probable.

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

**d) Investment income**

– Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

**e) All other income**

All other income is recognized in accordance with the above overall policy.

**f) Gains and losses in investments**

Realised gains are recognized when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31 December

**Expenditure**

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

**a) Grants**

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the P.C.C.

**b) Church Activities**

The diocesan parish share is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

**c) Fixed assets**

**i. Tangible fixed assets**

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the P.C.C. and which require a faculty for disposal are accounted as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected but are not included in the financial statements. For other property acquired prior to 2000 there is insufficient cost information available and therefore the cost of such assets is not stated in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off when they were incurred.

**ii. Depreciation**

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	20%
Audio Visual equipment	33% Straight line
Office equipment	25%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value.

**iii. Investments**

Investments are stated at market value at the balance sheet date.

**d) Current Assets**

Amounts owing to the P.C.C. at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the C.B.F. Church of England funds, or at the bank.

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023**

**2 INCOMING RESOURCES**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2023 £	2022 £
<b>2 Analysis of income and endowments</b>					
<b>2a Donations and Legacies</b>					
Planned Giving (excl tax refunds)	29,945	-	-	29,945	27,712
Planned Giving (no tax refunds)	9,489	-	-	9,489	8,672
Loose cash collections	3,332	121	-	3,453	1,709
Gift Days	-	1,160	-	1,160	3,417
Sundry donations and appeals	3,981	37,827	-	41,808	12,811
Income Tax Recoverable	7,642	8,528	-	16,170	9,437
Grants	2,153	19,500	-	21,653	16,800
Legacies	-	-	-	-	-
	<u>56,542</u>	<u>67,136</u>	<u>-</u>	<u>123,678</u>	<u>80,558</u>
<b>2b Charitable Activities</b>					
Fees from weddings etc	597	-	-	597	102
	<u>597</u>	<u>-</u>	<u>-</u>	<u>597</u>	<u>102</u>
<b>2c Other trading activities</b>					
Fund raising events	-	-	-	-	-
Church Centre Lettings	14,771	-	-	14,771	15,020
Rent from letting parish house	10,174	-	-	10,174	8,868
Bookstall	-	-	-	-	50
	<u>24,945</u>	<u>-</u>	<u>-</u>	<u>24,945</u>	<u>23,938</u>
<b>2d Investments</b>					
Dividends on CBF Investment fund	199	-	-	199	198
CBF deposit interest	956	-	-	956	284
	<u>1,155</u>	<u>-</u>	<u>-</u>	<u>1,155</u>	<u>482</u>
<b>2e Other Income</b>					
Insurance claims	-	-	-	-	-
Training course receipts	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>83,239</u>	<u>67,136</u>	<u>-</u>	<u>150,375</u>	<u>105,080</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023**

**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2023 £	Funds 2022 £
3					
<b>3a Raising funds</b>					
Special appeal costs	-			-	-
Fund-raising events	-	-		-	-
Stewardship costs	-			-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>3b Charitable Activities</b>					
Missionary and charitable giving:	537	1,544		2,081	4,067
Ministry costs					
Diocesan Parish Share	38,500			38,500	38,000
Other clergy costs	2,858			2,858	3,136
Salaries and honoria	12,646	28,365	-	41,011	38,125
Church running expenses	9,228	-		9,228	8,683
Church Maintenance/Improvements	10,431	45,643		56,074	13,836
Bookstall	-			-	-
Training and Mission	443			443	778
Upkeep of services	875			875	530
Upkeep of church grounds	127			127	137
Children and Youth Work	1,049	1,043		2,092	1,155
Bank Charges	15			15	15
Governance - see note 6	1,540	-	-	1,540	1,254
	<u>78,249</u>	<u>76,595</u>	<u>-</u>	<u>154,844</u>	<u>109,716</u>
<b>3c Other trading activities</b>					
Church Centre Hiring Costs	-			-	-
Church Centre Running Costs	8,976			8,976	10,068
Bookstall costs	-			-	49
Other Trading costs					
	<u>8,976</u>	<u>-</u>	<u>-</u>	<u>8,976</u>	<u>10,117</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>87,225</u>	<u>76,595</u>	<u>-</u>	<u>163,820</u>	<u>119,833</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023**

**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	£	Total 2023 £	Funds 2022 £
<b>4 Missionary and charitable giving:</b>						
<i>Overseas</i>						
Tear Fund	-	461			461	1,069
Stroke Association	-	-			-	-
Hastings Foodbank	-	-			-	-
..	-	-			-	-
Barnabas Fund					-	-
Charles Semwaga		460			460	1,034
<i>Home</i>					-	-
Simeons' Trustees	-	-			-	-
London City Mission,	-	460			460	-
Becontree Church	-	-			-	1,034
St Michael's Hospice	-	-			-	-
Evangelical Alliance	100				100	-
Donations to Church Schools	-				-	-
Christians Against Poverty	437	163			600	645
Snowflake Trust (winter night shelter)					-	-
School Christmas Services	-				-	-
Friends of Conquest Hospital	-				-	-
Sussex Gospel Partnership	-				-	250
Bishop of Chichester Discretionary Fund	-				-	35
Church together in Hastings and St Leonards	-				-	-
	<u>537</u>	<u>1,544</u>	<u>-</u>		<u>2,081</u>	<u>4,067</u>
<b>5 Staff Costs</b>						
a <i>Wages and Salaries</i>						
Caretaker/Cleaner	4,003				4,003	3,987
Administrator	8,056				8,056	7,472
Organists	-				-	-
Social Security costs	587	7,279			7,866	6,461
Families and Youth Pastor	-	21,086			21,086	20,205
	<u>12,646</u>	<u>28,365</u>	<u>-</u>		<u>41,011</u>	<u>38,125</u>

**Wages and Salaries**

a. During the year the PCC employed three people, a Families and Youth Pastor, a Caretaker/Cleaner and a Parish Administrator. Social Security costs were paid in connection with all employees.

b. No members of the PCC received any remuneration from the Councils funds. A small immaterial portion of the expenses paid to the Rector may have related to his services as chairman of the P.C.C. Mrs P.Blythe the parish administrator is the wife of P.C.C. member Mr T.D.Blythe. There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	£	Total 2023 £	Funds 2022 £
<b>6 Governance</b>						
Independent examination fee	1,520				1,520	1,234
Cost of annual accounts	20				20	20
	<u>1,540</u>	<u>-</u>	<u>-</u>		<u>1,540</u>	<u>1,254</u>

**7 Analysis of transfers between funds**

	<u>-</u>	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023**  
**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2023 £	Funds 2022 £
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**8 Fixed Assets**

a Investments					
Market value 1st January 2023	6,653	-	-	6,653	7,541
Disposals at carrying value	-	-	-	-	-
Purchases at cost	-	-	-	-	-
Net gains and revaluation	626	-	-	626	(888)
Market value 31st December 2023	<u>7,279</u>	<u>-</u>	<u>-</u>	<u>7,279</u>	<u>6,653</u>

Holdings at 31st December 2023- 322 shares in the CBF Church of England Investment Fund

b <b>Tangible fixed assets</b>	Freehold Land And Buildings £	Audio visual Equipment £	Office Equipment	Total fixed assets £
Cost or valuation				
At 1st January 2023	26,319	38,923		65,242
Additions	-	-		-
Disposals	-	-		-
Revaluation	-	-		-
At 31st December 2023	26,319	38,923		65,242
<b>Depreciation</b>				
At 1st January 2023		27,312		27,312
Provided in the year		8,152		8,152
Disposals		-		-
At 31st December 2023		35,465		35,465
<b>Net book amounts</b>				
At 31st December 2023	26,319	3,459		29,778
At 31st December 2022	26,319	11,611		37,930

The Freehold land and buildings comprise the house at 98 Sedlescombe Gardens, St Leonards-on-sea. For accounting purposes, the historical cost of this property is deemed to be its original cost which has not been updated.

Church Equipment comprises the video system, the electronic piano and other audio equipment

c Heritage Assets None

<b>9 Analysis of cash and cash equivalents</b>	Total Funds 2023 £	Total Funds 2022 £
Cash in hand	32,153	15,520
Notice deposits (less than 3 months)	21,670	21,670
Overdraft facility	-	-
	<u>53,823</u>	<u>37,190</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023**

**CONTINUED**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£	£
<b>10 Debtors</b>					
Income Tax Recoverable	2,032	411		2,443	2,267
Prepayments and Accrued Interest	1,144	-		1,144	976
Other Debtors	-	-		-	-
	<u>3,176</u>	<u>411</u>		<u>3,587</u>	<u>3,243</u>
<b>11 Creditors</b>					
<b>Amounts falling due within one year</b>					
Deferred Income	£	£	£	£	£
Accruals of utility and other costs	12,310			12,310	8,164
Creditors for goods and services	333	17,570		17,903	-
Other creditors	320			320	100
	<u>12,963</u>	<u>17,570</u>		<u>30,533</u>	<u>8,264.00</u>
<b>12 Creditors</b>					
<b>amounts falling due after more than one year</b>					
Deferred Income	£	£	£	£	£
Accruals of utility and other costs	-			-	-
Creditors for goods and services	-			-	-
Other creditors	-			-	-
	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023**

**13 Statement of Funds 2023**

	Bal b/fwd 1st Jan 2023	Income	Expenditure	Transfers, other gains and losses	Bal c/fwd 31st Dec 2023
<b>Unrestricted Funds</b>					
General fund	46,389	82,368	(86,230)	626	43,153
Buildings/Fabric fund - designated	-	-	-	-	-
Equipment / Improvements - designated	-	-	-	-	-
Children and Youth Work - designated	926	871	(995)	-	802
	<u>47,315</u>	<u>83,239</u>	<u>(87,225)</u>	<u>626</u>	<u>43,955</u>
<b>Restricted Funds</b>					
Buildings/Fabric fund	4,325	36,165	(37,490)	-	3,000
Equipment/ Improvements fund	11,858	-	(8,153)	-	3,705
Families and Youth Fund	11,841	29,440	(29,408)	-	11,873
Mission Gift Day	-	1,381	(1,381)	-	-
Other Restricted Collections	163	150	(163)	-	150
	<u>28,187</u>	<u>67,136</u>	<u>(76,595)</u>	<u>-</u>	<u>18,728</u>
<b>Endowment Fund</b>					
C.L. Cleaver bequest	1,250	-	-	-	1,250

The Endowment fund consists of a £1,250 legacy from C.L.Cleaver which was received in 1976. The capital is not to be spent but the income is to be used to meet normal Expenditure.

**Statement of Funds 2022**

	Bal b/fwd 1st Jan 2022	Income	Expenditure	Transfers, other gains and losses	Bal c/fwd 31st Dec 2022
<b>Unrestricted Funds</b>					
General fund	41,815	75,424	(80,144)	9,294	46,389
Buildings/Fabric fund - designated	1,897	-	-	(1,897)	-
Equipment / Improvements - designated	8,285	-	-	(8,285)	-
Children and Youth Work - designated	-	1,308	(382)	-	926
	<u>51,997</u>	<u>76,732</u>	<u>(80,526)</u>	<u>(888)</u>	<u>47,315</u>
<b>Restricted Funds</b>					
Buildings/Fabric fund	1,325	3,000	-	-	4,325
Equipment/ Improvements fund	20,299	655	(9,096)	-	11,858
Families and Youth Pastor fund	17,295	20,940	(26,394)	-	11,841
Mission Gift Day	-	3,520	(3,520)	-	-
Other Restricted Collections	227	233	(297)	-	163
	<u>39,146</u>	<u>28,348</u>	<u>(39,307)</u>	<u>-</u>	<u>28,187</u>
<b>Endowment Fund</b>					
C.L. Cleaver bequest	1,250	-	-	-	1,250

**14 Analysis of Net assets by fund**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£	£
Fixed Assets for Church use	29,777			29,777	37,930
Investment Fixed Assets	7,279			7,279	6,653
Current assets	37,432	18,728	1,250	57,410	40,433
Current Liabilities	(30,533)			(30,533)	(8,264)
Fund Balance	<u>43,955</u>	<u>18,728</u>	<u>1,250</u>	<u>63,933</u>	<u>76,752</u>

**15 Related parties and transactions**

The Friends of St Matthews is a separate charity (No. 289204), a related party to the P.C.C. The following members of this P.C.C. are trustees of that Charity. The Revd Matthew Foy, Mr Nigel Brett, Mrs Shirley Coulthard, , Mr Malcolm Harris.  
The Barry Coltham Memorial Fund is a separate charity (No.1980123). The following members of the P.C.C. are trustees of that Charity The Revd Matthew Foy, Mrs Shirley Coulthard, Mr Nigel Brett  
Full details of the transactions between these separate charities can be found in their financial reports.

**Independent examiner's report  
To the PCC of St Matthew's Church**

This report on the accounts of the PCC for the year ended 31 December 2023, which are set out on pages 6 to 14, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.145 of the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and the examiner**

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulations and section s. 144 of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulations.

**Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed..........

Date..........

Mrs R T Walsh FCCA  
Manningtons  
39 High Street  
Battle  
East Sussex TN33 0EE

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# Accounts

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# **St Matthew's Church, St Leonards-on-Sea**

Registered Charity No. 11039019(000)

## **ANNUAL REPORT**

**AND**

## **FINANCIAL STATEMENTS**

**OF THE**

# **PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. MATTHEW, ST. LEONARDS-ON-SEA**

**For the year ended 31 December 2022**

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St Matthew's Church, London Road, St Leonards-on-sea, East Sussex, TN37 6PD

Website: <https://www.stmatts.co.uk>

Minister in Charge:- Revd Matthew Foy

81A Fildram Road, St Leonards-on-sea, East Sussex, TN38 0PG

Bankers:- Lloyds Bank - Hastings branch

Independent Examiners:- Manningtons, 39 High Street Battle, TN33 0BE

## Parochial Church Council of St Matthew, St Leonards-on-Sea Annual Report for 2022

### **Aim and purposes as a charity**

The P.C.C. has the responsibility of co-operating with the minister in charge in:

- Promoting the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England.
- Promoting the whole mission of the church, pastoral, social, evangelistic and ecumenical.
- To bring people to faith in Jesus and to enable them to get to know him better.
- Practical support and care to those in need through personal involvement and through financial support of other organisations with similar objectives.
- The P.C.C. is also responsible for maintaining the Church and Church Centre.

### **Objectives and activities**

The P.C.C. is committed to growing St Matthews both spiritually and numerically. Our vision is summarised as "Helping local people follow Jesus Christ". The P.C.C. maintains an overview of the activities aimed at achieving this objective.

When planning our activities for the year we have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on "charities for the advancement of religion". We try to enable ordinary people to come to faith and to live out this faith as part of our parish community through:

- Ethical teaching, worship and prayer both in the church buildings and in midweek groups.
- Provision of pastoral care for people living in the parish and for members of the church family.
- Missionary, outreach and humanitarian work within the parish and in the wider community.

To facilitate this work it is important that we maintain the fabric of the Church and Church Centre at St Matthews.

The P.C.C. has complied with the duty under section 5 of the Safeguarding and Clergy Discipline measure 2016 fully recognising its duty to have due regard to the House of Bishops guidance on safeguarding children and vulnerable adults.

### **Achievements and performance**

#### **Worship and Prayer**

Services at St Matthews have been changed following the Covid-19 epidemic. Towards the end of 2022 the services were:-

- An 8am BCP Holy Communion service on two Sundays of each month.
- An 11am service every Sunday with Sunday Club groups & crèche for children aged 0-14. Communion is shared once a month at this service. There were also occasional all age worship services throughout the year.
- Once per month before lunch time there is Wednesday Praise event for worship and prayer. This meeting is usually followed by a light lunch.
- Prayer meetings continue to be held monthly on a Wednesday. Two meetings take place, one at lunch time and the other in the evening.
- Several midweek groups for bible study and prayer continue to meet. Our aim is for as many people as possible to attend these meetings. Leaders for these groups are at present a restriction on increasing the number of these groups.
- In June, St Matthews hosted two of the year 6 Diocesan Leavers' services with around 700 children from East Sussex church schools attending.
- In July the Bishop of Lewes held a service of Baptism and Confirmation at St Matthews with candidates from both St Matthews and St Ethelburga's Church.

There were 89 members on the church electoral roll at the end of 2022 (79 in 2021). The average weekly attendance, counted during October, was 67 adults and 17 children (61 and 18 in 2021).

The Christmas services were restricted by the failure of the church gas boilers and some services were held in the Church Centre. Sussex Brass came and provided the music at the morning service on the 4<sup>th</sup> December. The usual Christmas eve service for youngsters and their parents went ahead as did the Christingle service held 19<sup>th</sup> December. The midnight service on Christmas eve was held at St Ethelburga's and an 11am service was held at St Matthews on Christmas day.

#### **Deanery Synod**

St Matthews has three elected members of the Hastings Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. The Deanery synod met four times in 2022.

## Review of the year

- 1 The full PCC met eight times during the year. The Standing Committee met occasionally between P.C.C. meetings and the results of their deliberations were received by the full PCC and discussed where necessary.
- 2 The Charity employed three members of staff (1 full time, 2 part time) during the year to enable it to achieve its objectives. The staff and Churchwardens met regularly to facilitate the mission and ministry of the church.
- 3 The full-time member of staff (Nicky Adams) is employed as an "Families and Youth Pastor" with responsibility for developing our work amongst families and young people. Her employment has been possible following receipt of several grants. This new post has enabled us to develop and increase our work amongst children and young people. For example:
  - i. During the year a new youth group for teenagers started. This group is led by Nicky and includes children from church families and from the local community. Two children from this group went away on a GPAS summer youth residential in 2022 and we are hoping this will increase in 2023.
  - ii. The "Smarties" parent and toddler group has continued on Wednesday mornings. It is well attended and has members from both within the church family and from the local community.
  - iii. In the week before Easter a "Secret Agent Holiday Club" was held for children aged 5-11. It was a very successful event with many children attending from the local community.
  - iv. In July we held a "Family Fun Afternoon" at St Pauls CE Academy with a Christian entertainer for local families.
  - v. St Matthews continues to maintain its close links with St Paul's Primary Academy and the staff team continue to lead an act of collective worship each week.
- 4 "The Hub" meets on Tuesday mornings and provides coffee, tea, cakes and conversation in the Church Centre and has been advertised locally as a "warm space" as a response to the cost-of-living crisis.
- 5 The Church's pastoral team continues to connect with and visit housebound members of the church and we maintain links with Crest House and The Derwent care homes.
- 6 Open church continued in 2022 with the church being open for three mornings a week in the summer months. We are most grateful to those who organise and run these events.
- 7 The Friendlies group, for older people, continued to flourish in 2022. The Friendlies group attracts people from both inside and outside the immediate church family.
- 8 Nigel and Evelyn Brett and others continue to work on the church grounds with regular gardening events being organised during the warmer months.
- 9 Nigel Brett continues to co-ordinate carry out maintenance and repairs to the Church and Church Centre. Towards the end of the year Jon Woods together with Tim Blythe and others refurbished the tower room in the Church Centre. We are extremely grateful to them all for their efforts. We are also grateful to the Barry Coltram Memorial Fund for a £1000 grant towards this work. The PCC also funded a series of electrical improvements to both buildings. The PCC recognises the importance of the maintaining the Grade II\* listed Church building as an important local heritage asset.
- 10 St Matthews continued to support the Christians against Poverty Hastings Debt Centre and four church members have been commissioned as befrienders to support their work with local people.
- 11 The St Matthew's Church Centre continues to be an important community asset. It is rented out to a variety of local groups and for children's parties. The groups that use the Church Centre include a local Guide Group, the Townswomen's Guild and a Men's Group for seniors.
- 12 St Matthews continued to support the Hastings Foodbank including through a special Harvest Service collection.
- 13 We were disappointed that the three local schools who normally have Christmas events at St Matthews were unable to come due to the icy weather at the time.
- 14 St Matthew's continues to support other charities including the London City Mission, Tearfund and Sussex Gospel Partnership.

## Financial Review

1. We are most grateful to the grant making bodies and individuals who have made contributions towards the cost of our Families and Youth Pastors. At the end of 2022 we had received grants from Gospel Partners, Sola Trust, the Joseph Rank Trust and the John James charitable trust. We anticipate that further grants will be forthcoming in the following years.
2. Thanks to our members generous giving and the additional income from the Church Centre and renting the church house at 98 Sedlescombe Gardens we were able to meet all our financial commitments.
3. The largest expenditure of the PCC in 2022 was the sum of £38,000 paid to the Diocese as Parish Share to cover our ministry costs. The Parish Contribution is used by the diocese to pay stipends, National Insurance, pensions, Housing Training and rates, ministry support, parish support services and the national church.
4. During the year the church gas boilers were found to be defective. A new heating system will be required which is likely to be expensive.
5. The leak over the organ continued in 2022 and making the organ unserviceable. At the end of the year we were awaiting the roof repair which will cost over £20,000.
6. Some of the windows in the Church Centre are in a very poor state of repair. It is anticipated that some of these windows will need replacing in 2023 resulting in additional expenditure. Further expenditure on the Church Centre is anticipated as it is looking rather tired.

## Reserves Policy

1. It is PCC policy to maintain a balance on the general unrestricted funds (excluding property), which equates to approximately two months worth of unrestricted payments as contingency against unforeseen situations. The closing balance in 2022 was £12,928 which represents 1.93 months of unrestricted expenditure.
2. The balance of the restricted fabric fund is retained towards the cost of repairs. It is anticipated that the Friends of St Matthew's will be able to assist with any building repair costs including the repair to the roof over the organ.
3. It is PCC policy to invest funds balances with the C.B.F. Church of England deposit fund.

**Structure, governance and management:**

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members committed to the vision and values of St Matthews are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

**Administrative information**

The parish is a charity registered with the Charity Commission as required by the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956. The "Parochial Church Council of the Ecclesiastical Parish of St Matthew St Leonards-on-sea" is registered as Charity No 1139019.

During the year the following served as members of the Parochial Church Council (PCC):

- Minister & Chairman: Revd. Matthew Foy
- Church Wardens: Mrs Shirley Coulthard  
Mr Nigel Brett
- Representatives on the Deanery-Synod: Mrs Shirley Coulthard  
Mr Malcolm Harris  
Mr Tom Morgan: Hon Treasurer

**Elected Members:**

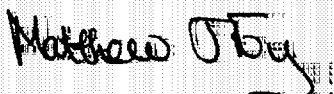
- Mr David Broome
- Mr Alan Freeman
- Mrs Catherine Harvey
- Mrs Margaret Lloyd: Parish Safeguarding Officer
- Mrs Heather Pain
- Mrs Susan Rayner
- Dr Ben Masters Stevens: PCC Secretary
- Mrs Sarah Searle
- Mr Bob Tilley

**Co-opted members:** Miss Nicky Adams

The PCC has the following sub Committees:

- i Standing Committee

Approved on behalf of the PCC by Revd Matthew Foy



(Chairman):

20/02/2022

Date:

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022**

	Unrestricted Funds	Restricted Funds	Endowment Funds	<u>TOTAL</u> <u>Funds</u> <u>31.12.22</u>	<u>TOTAL</u> <u>Funds</u> <u>31.12.21</u>
	£	£	£	£	£
<b>Income and Endowments from:</b>					
<i>Donations and Legacies</i>	2a: 52,210	28,348	-	80,558	77,633
<i>Charitable Activities</i>	2b: 102	-	-	102	852
<i>Other trading activities</i>	2c: 23,938	-	-	23,938	15,810
<i>Investments</i>	2d: 482	-	-	482	203
<i>Other Income</i>	2e: -	-	-	-	1,565
<b>Total incoming resources</b>	<u>76,732</u>	<u>28,348</u>	<u>-</u>	<u>105,080</u>	<u>96,063</u>
<b>Resources expended</b>					
<i>Raising funds</i>	3a: -	-	-	-	-
<i>Charitable Activities</i>	3b: 70,409	39,307	-	109,716	74,469
<i>Other trading activities</i>	3c: 10,117	-	-	10,117	4,425
<b>Total Resources expended</b>	<u>80,526</u>	<u>39,307</u>	<u>-</u>	<u>119,833</u>	<u>78,894</u>
<b>Net incoming (outgoing) resources</b>	(3,794)	(10,959)	-	(14,753)	17,169
<b>Other recognised gains/losses:</b>					
<i>Gains (losses) on revaluation of fixed assets</i>	-	-	-	-	-
<i>Gains (losses) on investment assets</i>	8: (888)	-	-	(888)	944
<b>Net movement of funds</b>	(4,682)	(10,959)	-	(15,641)	18,113
<b>Total funds brought forward at 1st January 2022</b>	51,997	39,146	1,250	92,393	74,280
<b>Total funds carried forward at 31st December 2022</b>	<u>47,315</u>	<u>28,187</u>	<u>1,250</u>	<u>76,752</u>	<u>92,393</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL  
BALANCE SHEET AT 31 DECEMBER 2022**

	Note	2022	2021
<b>Fixed Assets:</b>			
Intangible assets:		-	-
Tangible fixed Assets	8b	37,930	46,082
Heritage Assets		-	-
Investment Assets	8a	6,653	7,540
Total fixed assets:		<u>44,583</u>	<u>53,622</u>
<b>Current Assets</b>			
Stock:		-	-
Debtors:	10	3,243	3,386
Short Term Deposits		21,670	21,670
Cash at Bank and in hand		15,520	15,850
Total current assets:		<u>40,433</u>	<u>40,906</u>
<b>Liabilities</b>			
Creditors: amounts falling due within one year	11	<u>(8,264)</u>	<u>(2,135)</u>
Net current assets:		<u>32,169</u>	<u>38,771</u>
Total Assets less current liabilities:		<u><u>76,752</u></u>	<u><u>92,393</u></u>
<b>FUNDS</b>			
Unrestricted funds	13	47,315	51,997
Restricted funds	13	28,187	39,146
Endowment funds	13	1,250	1,250
		<u>76,752</u>	<u>92,393</u>

Approved by the Parochial Church Council on 20 February 2023 and signed on its behalf by:

*Matthew Foy*

The Revd Matthew Foy (chairman)

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31 DEC 2022**

	Total Funds 2022	Total Funds 2021	Notes
<b>Cash flows from operating activities:</b>			
<i>Net cash provided by (used in) operating activities:</i>	(672)	322	
<b>Cash flows from investing activities:</b>			
<i>Dividends, interest and rents from investments:</i>	342	213	
<i>Proceed from the sale of property, plant and equipment</i>	-	-	
<i>Purchase of property, plant and equipment</i>	-	-	
<i>Proceed from the sale of investments:</i>	-	-	
<i>Purchase of investments:</i>	-	-	
<i>Net cash provided by (used in) investing activities:</i>	342	213	
<b>Cash flows from financing activities:</b>			
<i>Repayment of borrowing</i>	-	-	
<i>Cash inflows from new borrowing</i>	-	-	
<i>Receipt of endowment</i>	-	-	
	-	-	
<b>Change in cash and cash equivalents in the reporting period:</b>	(330)	535	
<i>Cash and cash equivalents at the beginning of the reporting period:</i>	37,520	36,985	
<i>Cash and cash equivalents at the end of the reporting period</i>	37,190	37,520	14
<b>Reconciliation of net income/(expenditure) to net cash flow from operating activities:</b>			
<i>Net income/(expenditure) for the reporting period (as per statement of financial activities):</i>	(14,753)	17,169	
<b>Adjustments for:</b>			
<i>Depreciation charges</i>	-	-	
<i>(Gains)/Losses on investments:</i>	-	-	
<i>(Dividends, interest and rents from investments):</i>	(342)	(213)	
<i>Loss/(Profit) on the sale of fixed assets:</i>	-	(24,704)	
<i>(increase)/decrease in stocks:</i>	-	-	
<i>(increase)/decrease in debtors:</i>	143	3,578	
<i>increase/(decrease) in creditors</i>	6,127	(450)	
<i>Net cash provided by (used in) operating activities:</i>	(672)	322	

**ST-MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

**I. ACCOUNTING POLICIES**

**a) Accounting convention**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities SCRPF (FRS102).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

**b) Fund accounting**

*Endowment funds* are funds, the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds depending on the purpose set out in the terms of the original endowment.

*Restricted funds* comprise (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest. (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on the fund.

*Unrestricted funds* - general funds which can be used for P.C.C. ordinary purposes.

*Designated funds* - monies set aside by the P.C.C. out of unrestricted funds for specific future purposes or projects.

**Income and endowments**

All income and endowments are accounted for without deduction for any costs of recoverability, are recognized when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably:

**a) Donations and legacies**

Contributions are recognized when received.

Planned giving receivable is recognized when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid Declaration or other record of intention to donate.

Gift aid recovered is recognized when the income to which it is attached is recognized.

Grants and legacies are recognized when the formal offer in writing of the funding is received by the P.C.C.

**b) Charitable activities**

Statutory fees for weddings and funerals are recognized when the office occurs.

**c) Other trading activities**

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognized either a) when received or b) in the case of concerts for the year in which the event occurs irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place.

Sales of magazines and study notes are recognized when received.

Rents from property are recognized in accordance with the rental agreement, when receipt is probable.

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**d) Investment income**

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

**e) All other income:**

All other income is recognized in accordance with the above overall policy.

**f) Gains and losses in investments:**

Realised gains are recognized when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31 December.

**Expenditure**

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably.

**a) Grants:**

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the P.C.C.

**b) Church Activities:**

The diocesan parish share is accounted for on an annual basis, reflecting the allocation set by our Deanery.

Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

**c) Fixed assets**

**i. Tangible fixed assets:**

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the P.C.C. and which require a faculty for disposal are accounted as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected but are not included in the financial statements. For other property acquired prior to 2000 there is insufficient cost information available and, therefore the cost of such assets is not stated in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off when they were incurred.

**ii. Depreciation:**

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	20%
Audio Visual equipment	33%
Office equipment	25%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the P.C.C.'s policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value.

**iii. Investments**

Investments are stated at market value at the balance sheet date.

**d) Current Assets:**

Amounts owing to the P.C.C. at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the C.B.F. Church of England funds, or at the bank.

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022**

**2 INCOMING RESOURCES**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2022 £	2021 £
<b>2 Analysis of income and endowments:</b>					
<b>2a Donations and Legacies</b>					
Planned Giving (excl tax refunds)	27,712	-	-	27,712	25,400
Planned Giving (no tax refunds)	8,672	-	-	8,672	6,304
Loose cash collections	1,709	-	-	1,709	1,191
Gift Days	550	2,867	-	3,417	430
Sundry donations and appeals	5,371	7,440	-	12,811	22,225
Income Tax Recoverable	7,896	1,541	-	9,437	10,672
Grants	300	16,500	-	16,800	10,911
Legacies	-	-	-	-	500
	<u>52,210</u>	<u>28,348</u>	<u>-</u>	<u>80,558</u>	<u>77,633</u>
<b>2b Charitable Activities</b>					
Fees from weddings etc	102	-	-	102	852
	<u>102</u>	<u>-</u>	<u>-</u>	<u>102</u>	<u>852</u>
<b>2c Other trading activities</b>					
Fundraising events	-	-	-	-	-
Church Centre Lettings	15,020	-	-	15,020	7,221
Rent from letting parish house	8,868	-	-	8,868	8,589
Bookstall	50	-	-	50	-
	<u>23,938</u>	<u>-</u>	<u>-</u>	<u>23,938</u>	<u>15,810</u>
<b>2d Investments</b>					
Dividends on CBF Investment fund	198	-	-	198	191
CBF deposit interest	284	-	-	284	12
	<u>482</u>	<u>-</u>	<u>-</u>	<u>482</u>	<u>203</u>
<b>2e Other Income</b>					
Insurance claims	-	-	-	-	1,565
Training course receipts	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,565</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>76,732</u>	<u>28,348</u>	<u>-</u>	<u>105,080</u>	<u>96,063</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022**

**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2022 £	Funds 2021 £
<b>3a Raising funds:</b>					
Special appeal costs	-	-	-	-	-
Fundraising events	-	-	-	-	-
Stewardship costs	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>3b Charitable Activities</b>					
Missionary and charitable giving	250	3,817	-	4,067	149
Ministry costs:					
Diocesan Parish Share	38,000	-	-	38,000	37,150
Other clergy costs	3,136	-	-	3,136	2,934
Salaries and honoraria	11,731	26,394	-	38,125	11,362
Church running expenses	8,688	-	-	8,688	10,505
Church Maintenance/Improvements	4,740	9,096	-	13,836	9,802
Bookstall	-	-	-	-	-
Training and Mission	778	-	-	778	-
Upkeep of services	530	-	-	530	1,272
Upkeep of church grounds	137	-	-	137	70
Children and Youth Work	1,155	-	-	1,155	25
Bank Charges	15	-	-	15	-
Governance - see note 6	1,254	-	-	1,254	1,200
	<u>70,409</u>	<u>39,307</u>	<u>-</u>	<u>109,716</u>	<u>74,469</u>
<b>3c Other trading activities:</b>					
Church Centre Hiring Costs	-	-	-	-	-
Church Centre Running Costs	10,068	-	-	10,068	4,425
Bookstall costs	49	-	-	49	-
Other Trading costs	-	-	-	-	-
	<u>10,117</u>	<u>-</u>	<u>-</u>	<u>10,117</u>	<u>4,425</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>80,526</u>	<u>39,307</u>	<u>-</u>	<u>119,833</u>	<u>78,894</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022**  
**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2022 £	Funds 2021 £
<b>4. Missionary and charitable giving:</b>					
<i>Overseas:</i>					
Tearfund	-	11,069	-	1,069	-
Stroke Association	-	-	-	-	-
Hastings Foodbank	-	-	-	-	47
Barnabas Fund	-	-	-	-	-
Charles Semwaga	-	11,034	-	1,034	-
<i>Home:</i>					
Simcons' Trustees	-	-	-	-	-
Becontree Church	-	11,034	-	1,034	-
St Michael's Hospice	-	-	-	-	-
Evangelical Alliance	-	-	-	-	-
Donations to Church Schools	-	-	-	-	102
Christians Against Poverty	-	645	-	645	-
Snowflake Trust (winter night shelter)	-	-	-	-	-
School Christmas Services	-	-	-	-	-
Friends of Conquest Hospital	-	-	-	-	-
Sussex Gospel Partnership	250	-	-	250	-
Bishop of Chichester Discretionary Fund	-	35	-	35	-
Church together in Hastings and St Leonards	-	-	-	-	-
	<u>250</u>	<u>3,817</u>	<u>-</u>	<u>4,067</u>	<u>149</u>

**5. Staff Costs**

<i>Wages and Salaries:</i>					
Caretaker/Cleaner	3,987	-	-	3,987	4,384
Administrator	7,472	-	-	7,472	6,925
Organists	-	-	-	-	-
Social Security costs	272	6,189	-	6,461	53
Families and Youth Pastor	-	20,205	-	20,205	-
	<u>11,731</u>	<u>26,394</u>	<u>-</u>	<u>38,125</u>	<u>111,662</u>

**Wages and Salaries:**

a. During the year the PCC employed a Caretaker/Cleaner, a Parish Administrator and several Organists. No payment was large enough to attract social security costs.

b. No members of the PCC received any remuneration from the Council's funds. A small material portion of the expenses paid to the Rector may have related to his services as chairman of the P.C.C. There were no disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2022 £	Funds 2021 £
<b>6. Governance:</b>					
Independent examination fee	1,234	-	-	1,234	1,180
Cost of annual accounts	20	-	-	20	20
	<u>1,254</u>	<u>-</u>	<u>-</u>	<u>1,254</u>	<u>1,200</u>

**7. Analysis of transfers between funds:**

-	-	-	-	-	-
-	-	-	-	-	-

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022**  
**CONTINUED:**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £	Total Funds 2021 £
<b>8) Fixed Assets</b>					
a Investments:					
Market value 1st January 2022	7,541	-	-	7,541	6,597
Disposals at carrying value	-	-	-	-	-
Purchases at cost	-	-	-	-	-
Net gains and revaluation	(888)	-	-	(888)	944
Market value 31st December 2022	<u>6,653</u>	<u>-</u>	<u>-</u>	<u>6,653</u>	<u>7,541</u>

Holdings at 31st December 2022 - 322 shares in the CBF Church of England Investment Fund

	Freehold Land and Buildings £	Art and Visual Equipment £	Office Equipment	Total fixed assets £
b <b>Tangible fixed assets</b>				
Cost or valuation:				
At 1st January 2022	26,319	38,923	-	65,242
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluation:				
At 31st December 2022	26,319	38,923	-	65,242
<b>Depreciation:</b>				
At 1st January 2022	-	19,160	-	19,160
Provided in the year	-	8,152	-	8,152
Disposals	-	-	-	-
At 31st December 2022	-	27,312	-	27,312
<b>Net book amounts:</b>				
At 31st December 2022	26,319	11,611	-	37,930
At 31st December 2021	26,319	19,763	-	46,082

The Freehold land and buildings comprise the house at 98 Sedlescombe Gardens, St Leonards-on-sea. For accounting purposes, the historical cost of this property is deemed to be its original cost which has not been updated.

Church Equipment comprises the video system, the electronic piano and other audio equipment.

c Heritage Assets: None

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £	Total Funds 2021 £
<b>9) Analysis of Net assets by fund</b>					
Fixed Assets for Church use	37,930	-	-	37,930	46,082
Investment Fixed Assets	6,653	-	-	6,653	7,540
Current assets	10,996	28,187	1,250	40,433	40,906
Current liabilities	(8,264)	-	-	(8,264)	(2,135)
Fund Balance	<u>47,315</u>	<u>28,187</u>	<u>1,250</u>	<u>76,752</u>	<u>92,393</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022**

**CONTINUED**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
<b>10 Debtors</b>					
Income Tax Recoverable	1,915	352	-	2,267	2,683
Prepayments and Accrued Interest	976	-	-	976	703
Other Debtors	-	-	-	-	-
	<u>2,891</u>	<u>352</u>		<u>3,243</u>	<u>3,386</u>
<b>11 Creditors</b>					
<b>Amounts falling due within one year</b>					
Deferred Income	-	-	-	-	-
Accruals of utility and other costs	8,164	-	-	8,164	2,090
Creditors for goods and services	-	-	-	-	-
Other creditors	100	-	-	100	48
	<u>8,264</u>			<u>8,264</u>	<u>2,138</u>
<b>12 Creditors</b>					
<b>amounts falling due after more than one year</b>					
Deferred Income	-	-	-	-	-
Accruals of utility and other costs	-	-	-	-	-
Creditors for goods and services	-	-	-	-	-
Other creditors	-	-	-	-	-
<b>13 Statement of funds</b>					
	Bal b/fwd 1st Jan 2022	Income	Expenditure	Transfers, other gains and losses	Bal c/fwd 31st Dec 2022
<b>Unrestricted Funds</b>					
General fund	411,895	75,424	(80,144)	9,294	416,389
Buildings/Eabric fund - designated	1,897	-	-	(1,897)	-
Equipment/Improvements - designated	8,285	-	-	(8,285)	-
Children and Youth Work - designated	-	11,308	(382)	-	926
	<u>51,997</u>	<u>76,732</u>	<u>(80,526)</u>	<u>(888)</u>	<u>47,315</u>
<b>Restricted Funds</b>					
Buildings/Eabric fund	1,325	3,000	-	-	4,325
Equipment/Improvements fund	20,299	655	(9,096)	-	11,858
Families and Youth Pastor fund	17,295	20,940	(26,394)	-	11,841
Mission Gift Day	-	3,520	(3,520)	-	-
Other Restricted Collections	222	233	(297)	-	163
	<u>39,146</u>	<u>28,348</u>	<u>(39,307)</u>		<u>28,187</u>
<b>Endowment Fund</b>					
C.L. Cleaver Bequest	1,250	-	-	-	1,250

The Endowment fund consists of a £1,250 legacy from C.L. Cleaver which was received in 1976. The capital is not to be spent but the income is to be used to meet normal Expenditure.

**14 Analysis of cash and cash equivalents**

	Total Funds 2022	Total Funds 2021
	£	£
Cash in hand	15,520	15,850
Notice deposits (less than 3 months)	21,670	21,670
Overdraft facility	-	-
	<u>37,190</u>	<u>37,520</u>

**15 Related parties and transactions**

The Friends of St Matthews is a separate charity (No: 289204), a related party to the P.C.C. The following members of this P.C.C. are trustees of that Charity: The Revd Matthew Foy, Mr Nigel Brett, Mrs Shirley Coulthard, Mr Malcolm Harris. The Barry Coltham Memorial Fund is a separate charity (No: 1980123). The following members of the P.C.C. are trustees of that Charity: The Revd Matthew Foy, Mrs Shirley Coulthard, Mr Nigel Brett. Full details of the transactions between these separate charities can be found in their financial reports.

**Independent examiner's report  
To the PCC of St Matthew's Church**

This report on the accounts of the PCC for the year ended 31 December 2022, which are set out on pages 6 to 15, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s. 145 of the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and the examiner**

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulations and section s. 144 of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulations.

**Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(6)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

I have completed my examination and I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed..... R Walsh .....

Date..... 02/03/23 .....

Mrs R J Walsh FCCA  
Manningtons,  
39 High Street  
Battle  
East Sussex TN33 0EE

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# Accounts

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# **St Matthew's Church, St Leonards-on-Sea**

Registered Charity No. 1139019

## **ANNUAL REPORT**

**AND**

## **FINANCIAL STATEMENTS**

**OF THE**

## **PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. MATTHEW, ST. LEONARDS-ON-SEA**

**For the year ended 31 December 2021**

### **CONTENTS**

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**St Matthew's Church, London Road, St Leonards-on-sea, East Sussex, TN37 6PD**

**Website: - [stmatts.co.uk](http://stmatts.co.uk)**

**Minister in Charge:- Revd Matthew Foy**

**81A Filsham Road, St Leonards-on-sea, East Sussex, TN38 0PG**

**Bankers:- Lloyds Bank - Hastings branch**

**Independent Examiners:- Manningtons, 39 High Street Battle TN33 0EE**

## Parochial Church Council of St Matthew, St Leonards-on-Sea Annual Report for 2021

### **Aim and purposes as a charity**

The P.C.C. has the responsibility of co-operating with the minister in charge, in:

- Promoting the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England.
- Promoting the whole mission of the church, pastoral, social, evangelistic and ecumenical.
- To bring people to faith in Jesus and to enable them to get to know him better.
- Practical support and care to those in need through personal involvement and through financial support of other organisations with similar objectives.
- The P.C.C. is also responsible for maintaining the Church and Church Centre.

### **Objectives and activities**

The P.C.C. is committed to growing St Matthews both spiritually and numerically. The P.C.C. maintains an overview of the activities aimed at achieving this growth.

When planning our activities for the year we have considered the Charity Commission's guidance on public benefit and in particular, the supplementary guidance on charities for the advancement of religion. In particular we try to enable ordinary people to come to faith and to live out this faith as part of our parish community through:

- Biblical teaching, worship and prayer both in the church buildings and in midweek groups
- Provision of pastoral care for people living in the parish and members of the church family
- Missionary, outreach and humanitarian work within the parish and in the wider community

To facilitate this work it is important that we maintain the fabric of the Church and Church Centre at St Matthews.

The P.C.C. has complied with the duty under section 5 of the Safeguarding and Clergy Discipline measure 2016 fully recognising its duty to have due regard to the House of Bishops guidance on safeguarding children and vulnerable adults.

### **Achievements and performance**

#### ***Worship and Prayer***

Services at St Matthews have been changed by the Covid-19 epidemic. Towards the end of 2021 the services were:-

- An 8am BCP Holy Communion service on two Sundays of each month.
- An 11am service every Sunday with Sunday Club groups & crèche for children aged 0-12. Communion is shared once a month at this service. There were also occasional all age worship services throughout the year.
- Twice per month at 12 noon there is Wednesday Praise event for worship and prayer. This meeting is usually followed by a light lunch.

During the lockdown periods no services were held at St Matthew's these being replaced by online services both on the church website and on many Sundays via Zoom.

Prayer meetings continue to be held monthly on a Wednesday evening. The Wednesday meeting were held via Zoom during the lockdown periods.

Several midweek groups for bible study and prayer continue to meet. Only a limited number of meetings were held via Zoom during the lockdown periods and others limited by the Covid-19 restrictions. Our aim is for as many people as possible to attend these meetings.

There were 83 members on the church electoral roll at the end of 2021 (80 in 2020). The average weekly attendance, counted during October, was 61 adults and 13 children.

The Christmas services were restricted by the Covid-19 restrictions with the Carols by candlelight replaced with a more modest carol service. Sussex Brass came and provided the music at the morning service on the 5<sup>th</sup> December. The usual Christmas eve service for youngsters and their parents went ahead as did the Christingle service held 19<sup>th</sup> December. The usual midnight service on Christmas eve was held at St Ethelburgas and a 11am service was held at St Matthews on Christmas day.

#### ***Deanery Synod***

St Matthews has three elected members of the Hastings Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. The Deanery synod met only once in 2021.

#### ***Review of the year***

- 1 The full PCC met seven times during the year. The Standing and Finance Committee met between PCC meetings and the results of their deliberations were received by the full PCC and discussed where necessary. Zoom was used for some of these meetings.
- 2 The "Smarties" parent and toddlers group meeting on Wednesday mornings was suspended at the start of the spring lockdown but resumed in the autumn after a couple of summer specials outside. The group is well attended has members

- from both within the church family and from the local community.
- 3 The 7<sup>th</sup> St. Leonards (St Matthews) Brownies and Guides meetings were suspended at the start of the spring lockdown. The Guides meeting resumed towards the end of the year but the Brownies have not returned due to a lack of leaders..
  - 4 The coffee mornings on Tuesday mornings remained suspended at the start of the winter lockdown. Towards the end of the year these were replaced by "The Hub" on Tuesday mornings which provides coffee, tea, cakes and conversation in the Church Centre. The opening of the church one morning a week in the summer months resumed in 2021. We are most grateful to those who organized and ran these events.
  - 5 The Friendlies group, for older people, was suspended for the first half of the year. It resumed in the second half of the year. Contact with the groups members continued during the suspension by means of regular telephone calls. The Friendlies group attracts people from both inside and outside the immediate church family.
  - 6 "Open the Book" presentations at St Paul's Primary Academy were suspended throughout the year. These use material provided by the Bible Society and introduce the children to Bible stories. It is hoped that these presentations can resume in 2022.
  - 7 The planned holiday club for youngsters in the Easter Holiday of 2020 finally took place in July 2021. It was a very successful event with numerous families attending. Attendees came from both inside and outside the church family.
  - 8 Nigel and Evelyn Brett and others continue to work on the church grounds with regular gardening events being organised during the warmer months. The church gate was replaced and new notice boards installed.
  - 9 Nigel Brett, together with his wife Evelyn, continued to carry out maintenance and repairs to the Church and Church Centre. We are extremely grateful to them for their efforts. A full electrical inspection was carried out and all urgent remedial works completed.
  - 10 St Matthews continued to support the Christians against Poverty Hastings Debt Centre and four church members have been commissioned as befrienders to support their work with local people.
  - 11 St Matthews continues to maintain its close links with St Paul's Primary Academy. St Paul's and Silverdale Primary academies unfortunately had to cancel their Christmas services at St Matthews due to the increase in Covid cases towards the end of the year.
  - 12 St Matthews continued to support the Hastings Foodbank including through a special Harvest Service collection.
  - 13 Following successful grant raising by Revd Matthew Foy advertisements for a Families and Youth Pastor were placed. The successful candidate was Miss Nicky Adams. We look forward to her contribution to St Matthews when she starts her new post on 4<sup>th</sup> January 2022.

#### **Financial Review**

1. We are most grateful to the grant making bodies and individuals who have made contributions towards the cost of our Families and youth Pastor. At the end of 2021 we had received grants from Gospel Partners (£5,000) and Sola Trust (£4,000). In 2022 further grants have been promised by the Joseph Rank Trust and the John James charitable trust.
2. The Gift day in November raised £430 in one off donations and £365 per month in increased regular giving was pledged during 2021. Further amounts are likely at the start of 2022.
3. Thanks to our members generous giving and the additional income from renting 98 Sedlescombe Gardens we were able to meet our commitments despite an almost complete loss of income from Church Centre lettings during the winter lockdown.
4. The largest expenditure of the PCC in 2020 was the sum of £37,170 paid to the Diocese as Parish Share to cover our complete ministry costs. The Parish Contribution is used by the diocese to pay stipends, National Insurance, pensions, Housing, Training and curates, ministry support, parish support services and the national church.
5. During the year the new video and projection system was installed at a cost of £24,701.
6. Following a period of not being used it was found that water from a leaking roof had damaged the organ. The organ was repaired at a cost of £1,932 largely paid for by our insurers. The repairs to the roof above the organ cost £1,296. During the repair the builder found the roof to be in a poor condition and it is likely to cost nearly £20,000 to remedy.
7. Some of the windows in the Church Centre are in a very poor state of repair. It is anticipated that some of these windows will need replacing in 2022 resulting in additional expenditure.

#### **Reserves Policy**

1. It is PCC policy to maintain a balance on the general unrestricted funds (excluding property), which equates to approximately two months worth of unrestricted payments as contingency against unforeseen situations. The closing balance in 2021 was £18,045 which represents nearly 3 months of unrestricted expenditure.
2. The balance of the restricted fabric fund is retained towards the cost of repairs. It is anticipated that The Friends of St Matthew's will be able to assist with any building repair costs.
3. It is PCC policy to invest funds balances with the CBF Church of England deposit fund.

### Structure, governance and management

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members committed to the vision and values of St Matthews are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

### Administrative information

The parish is a charity registered with the Charity Commission as required by the Charities act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956. The "Parochial Church Council of the Ecclesiastical Parish of St Matthew St Leonards-on-sea" is registered as Charity No. 1139019

During the year the following served as members of the Parochial Church Council (PCC):

Minister & Chairman	Revd. Matthew Foy	
Church Wardens	Mrs. Shirley Coulthard Mr. Nigel Brett	
Representatives on the Deanery Synod	Mrs. Shirley Coulthard Mr. Malcolm Harris Mr. Tom Morgan	Hon Treasurer

### Elected Members:

Mr/ David Broome	
Mr. Alan Freeman	
Mrs. Catherine Harvey	
Mrs Margaret Lloyd	Parish Safeguarding Officer
Mrs Heather Pain	
Mrs Susan Rayner	
Dr Ben Masters-Stevens	PCC Secretary
Mrs. Sarah Searle	
Mr. Bob Tilley	

### Co-opted members

The PCC has the following sub Committees.  
i Standing and Finance

Approved on behalf of the PCC by Revd Matthew Foy



(Chairman)

Date 20/2/2022

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021**

		Unrestricted Funds	Restricted Funds	Endowment Funds	<u>TOTAL</u> <u>Funds</u> <u>31.12.21</u>	<u>TOTAL</u> <u>Funds</u> <u>31.12.20</u>
		£	£	£	£	£
<b>Income and Endowments from:</b>						
<i>Donations and Legacies</i>	2a	54,258	23,375	-	77,633	72,314
<i>Charitable Activities</i>	2b	852	-	-	852	1,427
<i>Other trading activities</i>	2c	15,810	-	-	15,810	18,087
<i>Investments</i>	2d	203	-	-	203	277
<i>Other Income</i>	2e	1,565	-	-	1,565	-
<b>Total incoming resources</b>		<u>72,688</u>	<u>23,375</u>	<u>-</u>	<u>96,063</u>	<u>92,105</u>
<b>Resources expended</b>						
<i>Raising funds</i>	3a	-	-	-	-	51
<i>Charitable Activities</i>	3b	68,401	6,068	-	74,469	69,417
<i>Other trading activities</i>	3c	4,425	-	-	4,425	4,455
<b>Total Resources expended</b>		<u>72,826</u>	<u>6,068</u>	<u>-</u>	<u>78,894</u>	<u>73,923</u>
<b>Net incoming (outgoing) resources</b>		(138)	17,307	-	17,169	18,182
<b>Other recognised gains/losses</b>						
<i>Gains/(losses) on revaluation of fixed assets</i>		-	-	-	-	-
<i>Gains/(losses) on investment assets</i>	8	944	-	-	944	425
<b>Net movement of funds</b>		806	17,307	-	18,113	18,607
<b>Total funds brought forward at 1st January 2021</b>		51,191	21,839	1,250	74,280	55,673
<b>Total funds carried forward at 31st December 2021</b>		<u>51,997</u>	<u>39,146</u>	<u>1,250</u>	<u>92,393</u>	<u>74,280</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL  
BALANCE SHEET AT 31 DECEMBER 2021**

	Note	2021	2020
<b>Fixed Assets</b>			
Intangible assets		-	-
Tangible fixed Assets	8b	46,082	26,319
Heritage Assets		-	-
Investment Assets	8a	7,540	6,597
<b>Total fixed assets</b>		<u>53,622</u>	<u>32,916</u>
<b>Current Assets</b>			
Stock		-	-
Debtors	10	3,386	6,965
Short Term Deposits		21,670	21,670
Cash at Bank and in hand		15,850	15,315
<b>Total current assets</b>		<u>40,906</u>	<u>43,950</u>
<b>Liabilities</b>			
Creditors: amounts falling due within one year	11	(2,135)	(2,586)
<b>Net current assets</b>		<u>38,771</u>	<u>41,364</u>
<b>Total assets less current liabilities</b>		<u>92,393</u>	<u>74,280</u>
<b>FUNDS</b>	9		
Unrestricted funds	13	51,997	51,191
Restricted funds	13	39,146	21,839
Endowment funds	13	1,250	1,250
		<u>92,393</u>	<u>74,280</u>

Approved by the Parochial Church Council on 24<sup>th</sup> January 2022 and signed on its behalf by

*Matthew Foy*

The Revd Matthew Foy (chairman)

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31 DEC 2021**

	Total Funds 2021	Total Funds 2020	Notes
Cash flows from operating activities			
<i>Net cash provided by (used in) operating activities</i>	321	12,130	
Cash flows from investing activities			
<i>Dividends, interest and rents from investments</i>	213	305	
<i>Proceed from the sale of property, plant and equipment</i>	-	-	
<i>Purchase of property, plant and equipment</i>	-	-	
<i>Proceed from the sale of investments</i>	-	-	
<i>Purchase of investments</i>	-	-	
<i>Net cash provided by (used in) investing activities</i>	213	305	
Cash flows from financing activities			
<i>Repayment of borrowing</i>	-	-	
<i>Cash inflows from new borrowing</i>	-	-	
<i>Receipt of endowment</i>	-	-	
	-	-	
Change in cash and cash equivalents in the reporting period	534	12,435	
<i>Cash and cash equivalents at the beginning of the reporting period</i>	36,985	24,550	
<i>Cash and cash equivalents at the end of the reporting period</i>	37,520	36,985	14

Reconciliation of net income/(expenditure) to net cash flow from operating activities

<i>Net income/(expenditure) for the reporting period (as per statement of financial activities)</i>	17,169	18,182	
Adjustments for :			
<i>Depreciation charges</i>	4,941	-	
<i>(Gains)/Losses on investments</i>	-	-	
<i>(Dividends, interest and rents from investments)</i>	(213)	(305)	
<i>Loss/(Profit) on the sale/(purchase) of fixed assets</i>	(24,704)	-	
<i>(increase)/decrease in stocks</i>	-	-	
<i>(increase)/decrease in debtors</i>	3,578	(4,211)	
<i>increase/(decrease) in creditors</i>	(450)	(1,537)	
<i>Net cash provided by (used in) operating activities</i>	321	12,130	

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

**J. ACCOUNTING POLICIES**

**.a) Accounting convention**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

**b) Fund accounting**

*Endowment funds* are funds, the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds depending on the purpose set out in the terms of the original endowment.

*Restricted funds* comprise (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest. (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on the fund.

*Unrestricted funds* – general funds which can be used for P.C.C. ordinary purposes.

*Designated funds* - monies set aside by the P.C.C. out of unrestricted funds for specific future purposes or projects.

**Income and endowments**

All income and endowments are accounted for without deduction for any costs of receivability, are recognized when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

**. a) Donations and legacies**

Collections are recognized when received.

Planned giving receivable is recognized when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid Declaration or other record of intention to donate.

Gift aid recovered is recognized when the income to which it is attached is recognized.

Grants and legacies are recognized when the formal offer in writing of the funding is received by the P.C.C.

**.b) Charitable activities**

Statutory fees for weddings and funerals are recognized when the office occurs.

**.c) Other trading activities**

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognized either a) when received or b) in the case of concerts: for the year in which the event occurs irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place.

Sales of magazines and study notes are recognized when received

Rents from property are recognized in accordance with the rental agreement, when receipt is probable.

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**.d) Investment income**

– Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

**.e) All other income**

All other income is recognized in accordance with the above overall policy.

**.f) Gains and losses in investments**

Realised gains are recognized when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31 December

**Expenditure**

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

**.a) Grants**

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the P.C.C.

**.b) Church Activities**

The diocesan parish share is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

**c) Fixed assets**

**i. Tangible fixed assets**

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the P.C.C. and which require a faculty for disposal are accounted as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected but are not included in the financial statements. For other property acquired prior to 2000 there is insufficient cost information available and therefore the cost of such assets is not stated in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off when they were incurred.

**ii. Depreciation**

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	20%
Audio Visual equipment	33%
Office equipment	25%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value.

**iii. Investments**

Investments are stated at market value at the balance sheet date.

**d) Current Assets**

Amounts owing to the P.C.C. at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the C.B.F. Church of England funds, or at the bank.

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**2 INCOMING RESOURCES**

	Unrestricted	Restricted	Endowment	Total Funds	
	Funds	Funds	Funds	2021	2020
	£	£	£	£	£
<b>2 Analysis of income and endowments</b>					
<b>2a Donations and Legacies</b>					
Planned Giving (excl tax refunds)	25,400	-	-	25,400	23,232
Planned Giving (no tax refunds)	6,304	-	-	6,304	3,409
Loose cash collections	950	242	-	1,191	1,204
Gift Days	430	-	-	430	1,764
Sundry donations and appeals	10,266	20,958	-	31,225	27,985
Income Tax Recoverable	8,497	2,175	-	10,672	12,126
Grants	1,911	-	-	1,911	2,594
Legacies	500	-	-	500	-
	<u>54,258</u>	<u>23,375</u>	<u>-</u>	<u>77,633</u>	<u>72,314</u>
<b>2b Charitable Activities</b>					
Fees from weddings etc	852	-	-	852	1,427
	<u>852</u>	<u>-</u>	<u>-</u>	<u>852</u>	<u>1,427</u>
<b>2c Other trading activities</b>					
Fund raising events	-	-	-	-	-
Church Centre Lettings	7,221	-	-	7,221	8,174
Rent from letting parish house	8,589	-	-	8,589	9,913
Bookstall	-	-	-	-	-
	<u>15,810</u>	<u>-</u>	<u>-</u>	<u>15,810</u>	<u>18,087</u>
<b>2d Investments</b>					
Dividends on CBF Investment fund	191	-	-	191	185
CBF deposit interest	12	-	-	12	92
	<u>203</u>	<u>-</u>	<u>-</u>	<u>203</u>	<u>277</u>
<b>2e Other Income</b>					
Insurance claims	1,565	-	-	1,565	-
Training course receipts	-	-	-	-	-
	<u>1,565</u>	<u>-</u>	<u>-</u>	<u>1,565</u>	<u>-</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>72,688</u>	<u>23,375</u>	<u>-</u>	<u>96,063</u>	<u>92,105</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £	Funds 2020 £
<b>3 Analysis of expenditure on</b>					
<b>3a Raising funds</b>					
Special appeal costs	-			-	-
Fund-raising events	-	-		-	-
Stewardship costs	-			-	51
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>51</u>
<b>3b Charitable Activities</b>					
Missionary and charitable giving:	102	47		149	2,841
Ministry costs					
Diocesan Parish Share	37,150			37,150	37,017
Other clergy costs	2,934			2,934	2,359
Salaries and honoria	11,362	-	-	11,362	11,478
Church running expenses	10,504	-		10,504	9,400
Church Maintenance/Improvements	3,782	6,021		9,803	4,149
Bookstall	-			-	-
Training and Mission	-			-	-
Upkeep of services	1,272			1,272	615
Upkeep of church grounds	70			70	442
St Matthews Sunday Club	25			25	36
Parish Newsheet	-			-	-
Bank Charges	-			-	-
Governance - see note 6	1,200	-	-	1,200	1,080
	<u>68,401</u>	<u>6,068</u>	<u>-</u>	<u>74,469</u>	<u>69,417</u>
<b>3c Other trading activities</b>					
Church Centre Hiring Costs	-			-	-
Church Centre Running Costs	4,425			4,425	4,455
Bookstall costs	-			-	-
Other Trading costs					
	<u>4,425</u>	<u>-</u>	<u>-</u>	<u>4,425</u>	<u>4,455</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>72,826</u>	<u>6,068</u>	<u>-</u>	<u>78,894</u>	<u>73,923</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**  
**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	£	Total 2021 £	Funds 2020 £
<b>4 Missionary and charitable giving:</b>						
<i>Overseas</i>						
Tear Fund	-	-			-	638
Stroke Association	-	-			-	-
Hastings Foodbank	-	47			47	-
"	-	-			-	-
Barnabas Fund	-	-			-	-
Charles Semwaga	-	-			-	638
<i>Home</i>						
Simeons' Trustees	-	-			-	-
Becontree Church	-	-			-	638
St Michael's Hospice	-	-			-	-
Evangelical Alliance	-	-			-	90
Donations to Church Schools	102	-			102	200
Christians Against Poverty	-	-			-	637
Snowflake Trust (winter night shelter)	-	-			-	-
School Christmas Services	-	-			-	-
Friends of Conquest Hospital	-	-			-	-
Sussex Gospel Partnership	-	-			-	-
Bishop of Chichester Discretionary Fund	-	-			-	-
Church together in Hastings and St Leonards	-	-			-	-
	<u>102</u>	<u>47</u>	<u>-</u>		<u>149</u>	<u>2,841</u>

**5 Staff Costs**

<i>a Wages and Salaries</i>						
Caretaker/Cleaner	4,384				4,384	4,342
Administrator	6,925				6,925	6,658
Organists	-				-	450
Social Security costs	53	-			53	28
Families and Youth Pastor	-	-			-	-
	<u>11,362</u>	<u>-</u>	<u>-</u>		<u>11,362</u>	<u>11,478</u>

*Wages and Salaries*

a. During the year the PCC employed a Caretaker/Cleaner, a Parish Administrator and several Organists. No payment was large enough to attract social security costs.

b. No members of the PCC received any remuneration from the Councils funds. A small immaterial portion of the expenses paid to the Rector may have related to his services as chairman of the P.C.C. There were no disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	£	Total 2021 £	Funds 2020 £
<b>6 Governance</b>						
Independent examination fee	1,180				1,180	1,060
Cost of annual accounts	20				20	20
	<u>1,200</u>	<u>-</u>	<u>-</u>		<u>1,200</u>	<u>1,080</u>

**7 Analysis of transfers between funds**

-	-	-	-	-	-	-
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**  
**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £	Funds 2020 £
<b>8 Fixed Assets</b>					
<b>a Investments</b>					
Market value 1st January 2021	6,597	-	-	6,597	6,172
Disposals at carrying value	-	-	-	-	-
Purchases at cost	-	-	-	-	-
Net gains and revaluation	944	-	-	944	425
<b>Market value 31st December 2021</b>	<b>7,541</b>	<b>-</b>	<b>-</b>	<b>7,541</b>	<b>6,597</b>

Holdings at 31st December 2021- 322 shares in the CBF Church of England Investment Fund

	Freehold Land And Buildings £	Audio visual Equipment £	Office Equipment	Total fixed assets £
<b>b Tangible fixed assets</b>				
Cost or valuation				
At 1st January 2021	26,319	14,219		40,538
Additions	-	24,704		24,704
Disposals				-
Revaluation				-
At 31st December 2021	26,319	38,923		65,242
<b>Depreciation</b>				
At 1st January 2021		14,219		14,219
Provided in the year		4,941		4,941
Disposals		-		-
At 31st December 2021		19,160		19,160
<b>Net book amounts</b>				
At 31st December 2021	26,319	19,763		46,082
At 31st December 2020	26,319	-		26,319

The Freehold land and buildings comprise the house at 98 Sedlescombe Gardens, St Leonards-on-sea. For accounting purposes, the historical cost of this property is deemed to be its original cost which has not been updated.

Church Equipment comprises the video system, the electronic piano and other audio equipment

**c Heritage Assets** None

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £	Total Funds 2020 £
<b>9 Analysis of Net assets by fund</b>					
Fixed Assets for Church use	46,082			46,082	26,319
Investment Fixed Assets	7,540			7,540	6,597
Current assets	510	39,146	1,250	40,906	43,950
Current Liabilities	(2,135)			(2,135)	(2,586)
<b>Fund Balance</b>	<b>51,997</b>	<b>39,146</b>	<b>1,250</b>	<b>92,393</b>	<b>74,280</b>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**CONTINUED**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£	£
<b>10 Debtors</b>					
Income Tax Recoverable	2,308	375		2,683	6,132
Prepayments and Accrued Interest	703	-		703	688
Other Debtors	-	-		-	145
	<u>3,011</u>	<u>375</u>		<u>3386</u>	<u>6,965</u>
<b>11 Creditors</b>					
Amounts falling due within one year					
Deferred Income	£	£	£	£	£
Accruals of utility and other costs	2,090			2,090	1,475
Creditors for goods and services	-			-	347
Other creditors	45			45	764
	<u>2,135</u>			<u>2,135</u>	<u>2586.00</u>
<b>12 Creditors</b>					
amounts falling due after more than one year					
Deferred Income	£	£	£	£	£
Accruals of utility and other costs	-			-	-
Creditors for goods and services	-			-	-
Other creditors	-			-	-
	<u>-</u>			<u>-</u>	<u>-</u>
<b>13 Statement of funds</b>					
	Bal b/fwd 1st Jan 2021	Income	Expenditure	Transfers, other gains and losses	Bal c/fwd 31st Dec 2021
<b>Unrestricted Funds</b>					
General fund	41,009	72,688	(72,826)	944	41,815
Buildings/Fabric fund - designated	1,897	-	-	-	1,897
Equipment / Improvements - designated	8,285	-	-	-	8,285
	<u>51,191</u>	<u>72,688</u>	<u>(72,826)</u>	<u>944</u>	<u>51,997</u>
<b>Restricted Funds</b>					
Buildings/Fabric fund	2,405	-	(1,080)		1,325
Equipment/ Improvements fund	19,434	5,805	(4,940)		20,299
Families and Youth Pastor fund	-	17,295	-		17,295
Harvest Appeal	-	-	-		-
Other Restricted Collections	-	275	(48)		227
	<u>21,839</u>	<u>23,375</u>	<u>(6,068)</u>	<u>-</u>	<u>39,146</u>
<b>Endowment Fund</b>					
C.L. Cleaver bequest	1,250	-	-		1,250

The Endowment fund consists of a £1,250 legacy from C.L.Cleaver which was received in 1976. The capital is not to be spent but the income is to be used to meet normal Expenditure.

	Total Funds 2021	Total Funds 2020
	£	£
<b>14 Analysis of cash and cash equivalents</b>		
Cash in hand	15,850	15,315
Notice deposits (less than 3 months)	21,670	21,670
Overdraft facility	-	-
	<u>37,520</u>	<u>36,985</u>

**15 Related parties and transactions**

The Friends of St Matthews is a separate charity (No. 289204), a related party to the P.C.C. The following members of this P.C.C. are trustees of that Charity. The Revd Matthew Foy, Mr Nigel Brett, Mrs Shirley Coulthard, Mr Malcolm Harris. The Barry Coltham Memorial Fund is a separate charity (No.1980123). The following members of the P.C.C. are trustees of that Charity The Revd Matthew Foy, Mrs Shirley Coulthard, Mr Nigel Brett. Full details of the transactions between these separate charities can be found in their financial reports.

**Independent examiner's report  
To the PCC of St Matthew's Church**

This report on the accounts of the PCC for the year ended 31 December 2021, which are set out on pages 5 to 14, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.145 of the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and the examiner**

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulations and section s. 144 of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulations.

**Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed..........

Date.....21/02/22.....

Mrs R T Walsh FCCA  
Manningtons  
39 High Street  
Battle  
East Sussex TN33 0EE

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# Accounts

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# **St Matthew's Church, St Leonards-on-Sea**

Registered Charity No. 1139019

## **ANNUAL REPORT**

**AND**

## **FINANCIAL STATEMENTS**

**OF THE**

## **PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. MATTHEW, ST. LEONARDS-ON-SEA**

**For the year ended 31 December 2020**

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St Matthew's Church, St Matthews Road, St Leonards-on-sea, East Sussex  
Website: - [stmatts.co.uk](http://stmatts.co.uk)

Minister in Charge:- Revd Matthew Foy  
81A Filsham Road, St Leonards-on-sea, East Sussex, TN38 0PG

Bankers:- Lloyds Bank - Hastings branch

Independent Examiners:- Manningtons, 39 High Street Battle TN33 0EE

## **Parochial Church Council of St Matthew, St Leonards-on-Sea Annual Report for 2020**

### **Aim and purposes as a charity**

The P.C.C. has the responsibility of co-operating with the minister in charge, in:

- Promoting the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England.
- Promoting the whole mission of the church, pastoral, social, evangelistic and ecumenical.
- To bring people to faith in Jesus and to enable them to get to know him better.
- Practical support and care to those in need through personal involvement and through financial support of other organisations with similar objectives.
- The P.C.C. is also responsible for maintaining the Church and Church Centre.

### **Objectives and activities**

The P.C.C. is committed to growing St Matthews both spiritually and numerically. The P.C.C. maintains an overview of the activities aimed at achieving this growth.

When planning our activities for the year we have considered the Charity Commission's guidance on public benefit and in particular, the supplementary guidance on charities for the advancement of religion. In particular we try to enable ordinary people to come to faith and to live out this faith as part of our parish community through:

- Biblical teaching, worship and prayer both in the church building and in midweek groups
- Provision of pastoral care for people living in the parish and members of the church family
- Missionary, outreach and humanitarian work within the parish and in the wider community

To facilitate this work it is important that we maintain the fabric of the Church and Church Centre at St Matthews.

The P.C.C. has complied with the duty under section 5 of the Safeguarding and Clergy Discipline measure 2016 fully recognising its duty to have due regard to the House of Bishops guidance on safeguarding children and vulnerable adults.

### **Achievements and performance**

#### ***Worship and Prayer***

Prior to the Covid-19 lockdown the services at St Matthews were:-

- An 8am BCP Holy Communion service on all but the first Sunday in the month.
- 1st Sunday 10.30am Holy Communion service (CW) with Sunday club groups & crèche.
- 2nd Sunday 10.30am generally Morning Worship (service of the Word with Sunday club and creche) (unless clashing with an event day eg Mothering Sunday or Remembrance).
- 3rd Sunday 10.30am all age service
- 4<sup>th</sup> Sunday 10.30am Morning Worship (service of the word with Sunday club and creche)
- 5th Sunday 10.30am Morning Service.
- Twice per month at 12 noon the midweek fellowship meets for worship and prayer, this meeting is followed by a light lunch.

During the lockdown periods no services were held at St Matthew's these being replaced by online services both on the church website and on many Sundays via Zoom.

Prayer meetings continue to be held regularly on Sundays and monthly on a Wednesday evening. The Wednesday meeting were held via Zoom during the lockdown periods.

Several midweek groups for bible study and prayer continue to meet. Only a limited number of meetings were held via Zoom during the lockdown periods and others limited by the Covid-19 restrictions. Our aim is for as many people as possible to attend these meetings.

There are 80 members on the church electoral roll (76 in 2019). A new electoral roll was created in 2019. The average weekly attendance, counted during October, was 52 adults and 8 children. The Christmas services were severely limited by the Covid-19 restrictions with the Carols by candlelight cancelled. The usual Christmas eve service for youngsters was replaced by a Christingle service held on-line. The usual midnight service on Christmas eve was cancelled but a communion service was held on Christmas day.

#### ***Deanery Synod***

St Matthews has three elected members of the Hastings Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. The Deanery synod met only once in 2020

#### ***Review of the year***

1. The full PCC met six times during the year. The Standing and Finance Committee met between PCC meetings and the

results of their deliberations were received by the full PCC and discussed where necessary. Zoom was used for some of these meetings.

2. On Sunday nights at the start of the year St Matthews hosted the Winter Night Shelter organised by the Snowflake trust. St Matthews also provides financial assistance to the Snowflake trust. The Winter Night Shelter did not meet during the Winter of 2020-21 with alternative accommodation being provided by Hastings Borough Council.
3. The "Smarties" parent and toddlers group meeting on Wednesday mornings was suspended at the start of the spring lockdown but will resume once conditions improve. The group has members from both within the church family and from the local community. Breakfast is provided in the church prior to the Smarties meetings.
4. The 7<sup>th</sup> St. Leonards (St Matthews) Brownies and Guides meeting were suspended at the start of the spring lockdown but are expected to resume in 2021.
5. The coffee mornings on Tuesday mornings were suspended at the start of the spring lockdown but are expected to resume sometime in 2021. The normal opening of the church for three mornings week in the summer months was also suspended. During periods when churches could be opened for private prayer but not for services the church was opened once in the week and once on a Sunday. We are most grateful to those who organized and ran these events.
6. The Friendlies group, for older people, was suspended at the start of the spring lockdown. Contact with the groups members have been continued by means of regular telephone calls. It is anticipated that the groups meetings will resume once conditions improve. The Friendlies group attracts people from both inside and outside the immediate church family.
7. During the year a number of members continued "Open the Book" presentations at St Paul's Primary Academy. These use material provided by the Bible Society and introduce the children to Bible stories. These however have been suspended due to Covid-19
8. The planned holiday club for youngsters in the Easter Holiday was rescheduled for the summer of 2021.
9. Colin and Linda Foy retired from their work on the church grounds. Their efforts over the past years have been very much appreciated. Jim Cox together with Nigel and Evelyn Brett and others continue to work on the church grounds with gardening events being organised on several occasions.
10. Nigel Brett, together with his wife Evelyn, continued to carry out maintenance and repairs to the Church and Church Centre. We are extremely grateful to them for their efforts.
11. St Matthews continues to maintain its close links with St Paul's Primary Academy. St Paul's, Silverdale and St Leonards primary academies all had to cancel their Christmas services at St Matthews. We look forward to welcoming them back in 2021.

#### **Financial Review**

1. The Harvest Gift day in September raised £2152.37 including the recoverable tax. This sum was distributed between Becontree Church in Dagenham, Christians Against Poverty, Tear Fund and Charles Semwaga our mission partner in Rwanda.
2. Thanks to our members generous giving and the additional income from renting 98 Sedlescombe Gardens we were able to meet our commitments despite an almost complete loss of income from church Centre lettings following the lockdown in the spring.
3. The largest expenditure of the PCC in 2020 was the sum of £37,017 paid to the Diocese as Parish Share to cover our complete ministry costs. The Parish Contribution is used by the diocese to pay stipends, National Insurance, pensions, Housing, Training and curates, ministry support, parish support services and the national church.
4. The quinquennial inspection at the end of 2019 required no urgent repairs but did require the roofs over the organ and the chapel to be checked and any necessary repairs to be carried out. The roof over the organ has been cleaned and repaired at a cost of £1,202.40, and the roof over the chapel was cleaned and minor repairs carried out at a cost of £1,584.
5. The projection system in the church has been unsatisfactory with the screen standing on three chairs and the display rather dim. As part of the Gift Day £20,871.48 was raised in donations, Gift Aid tax and pledges to replace the projector and screen with a much better system. The cost of the new system is expected to be £22,659.70. The system is expected to be installed early in 2021.

#### **Reserves Policy**

1. It is PCC policy to maintain a balance on the general unrestricted funds (excluding property), which equates to approximately two months worth of unrestricted payments as contingency against unforeseen situations. The closing balance in 2020 was £20,429, which represents approximately 3 months of unrestricted expenditure.
2. The balance of the restricted fabric fund is retained towards the cost of repairs. It is anticipated that The Friends of St Matthew's will be able to assist with any building repair costs.
3. It is PCC policy to invest funds balances with the CBF Church of England deposit fund.

### Structure, governance and management

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members committed to the vision and values of St Matthews are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

### Administrative information

The parish is a charity registered with the Charity Commission as required by the Charities act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956. The "Parochial Church Council of the Ecclesiastical Parish of St Matthew St Leonards-on-sea" is registered as Charity No. 1139019

During the year the following served as members of the Parochial Church Council (PCC):

Minister & Chairman	Revd Matthew Foy	
Church Wardens	Mrs. Shirley Coulthard Mr Nigel Brett	
Representatives on the Deanery Synod	Mrs. Shirley Coulthard Mr Malcolm Harris Mr. Tom Morgan	Hon Treasurer
Elected Members:	Mr. Alan Freeman Mr. Jim Cox Mrs. Catherine Harvey Mrs Heather Pain Mrs Susan Rayner Dr Ben Masters-Stevens Mrs. Sarah Searle Mr. Bob Tilley	PCC Secretary

There was one vacancy in 2020.

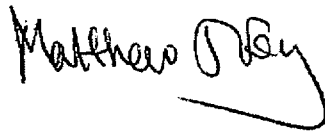
Co-opted members

Mrs Margaret Lloyd (Parish Safeguarding Officer)

The PCC has the following sub Committees.

- i. Standing and Finance (Strategic Leadership Committee)

Approved on behalf of the PCC by Revd Matthew Foy



(Chairman)

Date 12-04-21

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020**

		Unrestricted Funds	Restricted Funds	Endowment Funds	<u>TOTAL</u> <u>Funds</u> <u>31.12.20</u>	<u>TOTAL</u> <u>Funds</u> <u>31.12.19</u>
		£	£	£	£	£
<b>Income and Endowments from:</b>						
<i>Donations and Legacies</i>	2a	50,728	21,586	-	72,314	52,001
<i>Charitable Activities</i>	2b	1,427	-	-	1,427	1,030
<i>Other trading activities</i>	2c	18,087	-	-	18,087	29,590
<i>Investments</i>	2d	277	-	-	277	352
<i>Other Income</i>	2e	-	-	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total incoming resources</b>		<u>70,519</u>	<u>21,586</u>	<u>-</u>	<u>92,105</u>	<u>82,973</u>
<b>Resources expended</b>						
<i>Raising funds</i>	3a	51	-	-	51	50
<i>Charitable Activities</i>	3b	66,482	2,935	-	69,417	77,859
<i>Other trading activities</i>	3c	4,455	-	-	4,455	13,111
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Resources expended</b>		<u>70,988</u>	<u>2,935</u>	<u>-</u>	<u>73,923</u>	<u>91,020</u>
<b>Net incoming (outgoing) resources</b>		(469)	18,651	-	18,182	(8,047)
<b>Other recognised gains/losses</b>						
<i>Gains/(losses) on revaluation of fixed assets</i>		-	-	-	-	-
<i>Gains/(losses) on investment assets</i>	8	425	-	-	425	972
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net movement of funds</b>		(44)	18,651	-	18,607	(7,075)
<b>Total funds brought forward at 1st January 2020</b>		51,235	3,188	1,250	55,673	62,748
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total funds carried forward at 31st December 2020</b>		<u>51,191</u>	<u>21,839</u>	<u>1,250</u>	<u>74,280</u>	<u>55,673</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL  
BALANCE SHEET AT 31 DECEMBER 2020**

	Note	2020	2019
<b>Fixed Assets</b>			
Intangible assets		-	-
Tangible fixed Assets	8b	26,319	26,319
Heritage Assets		-	-
Investment Assets	8a	6,597	6,172
Total fixed assets		<u>32,916</u>	<u>32,491</u>
<b>Current Assets</b>			
Stock		-	-
Debtors	10	6,965	2,753
Short Term Deposits		21,670	21,670
Cash at Bank and in hand		<u>15,315</u>	<u>2,881</u>
Total current assets		<u>43,950</u>	<u>27,304</u>
<b>Liabilities</b>			
Creditors: amounts falling due within one year	11	<u>(2,586)</u>	<u>(4,122)</u>
<b>Net current assets</b>		<u>41,364</u>	<u>23,182</u>
<b>Total assets less current liabilities</b>		<u><u>74,280</u></u>	<u><u>55,673</u></u>
<b>FUNDS</b>	9		
Unrestricted funds	13	51,191	51,235
Restricted funds	13	21,839	3,188
Endowment funds	13	<u>1,250</u>	<u>1,250</u>
		<u><u>74,280</u></u>	<u><u>55,673</u></u>

Approved by the Parochial Church Council on 20 March 2021 and signed on its behalf by



The Revd Matthew Foy (chairman)

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31 DEC 2020**

	Total Funds 2020	Total Funds 2019	Notes
Cash flows from operating activities			
<i>Net cash provided by (used in) operating activities</i>	12,129	(6,976)	
Cash flows from investing activities			
<i>Dividends, interest and rents from investments</i>	305	351	
<i>Proceed from the sale of property, plant and equipment</i>	-	-	
<i>Purchase of property, plant and equipment</i>	-	-	
<i>Proceed from the sale of investments</i>	-	-	
<i>Purchase of investments</i>	-	-	
<i>Net cash provided by (used in) investing activities</i>	305	351	
Cash flows from financing activities			
<i>Repayment of borrowing</i>	-	-	
<i>Cash inflows from new borrowing</i>	-	-	
<i>Receipt of endowment</i>	-	-	
	-	-	
Change in cash and cash equivalents in the reporting period	12,434	(6,625)	
<i>Cash and cash equivalents at the beginning of the reporting period</i>	24,551	31,176	
<i>Cash and cash equivalents at the end of the reporting period</i>	36,985	24,551	14
 Reconciliation of net income/(expenditure) to net cash flow from operating activities			
<i>Net income/(expenditure) for the reporting period (as per statement of financial activities)</i>	18,182	(8,047)	
Adjustments for :			
<i>Depreciation charges</i>	-	-	
<i>(Gains)/Losses on investments</i>	-	-	
<i>(Dividends, interest and rents from investments)</i>	(305)	(351)	
<i>Loss/(Profit) on the sale of fixed assets</i>	-	-	
<i>(increase)/decrease in stocks</i>	-	-	
<i>(increase)/decrease in debtors</i>	(4,211)	537	
<i>increase/(decrease) in creditors</i>	(1,537)	885	
<i>Net cash provided by (used in) operating activities</i>	12,129	(6,976)	

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**I. ACCOUNTING POLICIES**

**a) Accounting convention**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

**b) Fund accounting**

*Endowment funds* are funds, the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds depending on the purpose set out in the terms of the original endowment.

*Restricted funds* comprise (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest. (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on the fund.

*Unrestricted funds* – general funds which can be used for P.C.C. ordinary purposes.

*Designated funds* - monies set aside by the P.C.C. out of unrestricted funds for specific future purposes or projects.

**Income and endowments**

All income and endowments are accounted for without deduction for any costs of receivability, are recognized when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

**Donations and legacies**

Collections are recognized when received.

Planned giving receivable is recognized when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid Declaration or other record of intention to donate.

Gift aid recovered is recognized when the income to which it is attached is recognized.

Grants and legacies are recognized when the formal offer in writing of the funding is received by the P.C.C.

**b) Charitable activities**

Statutory fees for weddings and funerals are recognized when the office occurs.

**c) Other trading activities**

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognized either a) when received or b) in the case of concerts: for the year in which the event occurs irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place.

Sales of magazines and study notes are recognized when received

Rents from property are recognized in accordance with the rental agreement, when receipt is probable.

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**d) Investment income**

– Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

**e) All other income**

All other income is recognized in accordance with the above overall policy.

**f) Gains and losses in investments**

Realised gains are recognized when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31 December

**Expenditure**

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably

**a) Grants**

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the P.C.C.

**b) Church Activities**

The diocesan parish share is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

**c) Fixed assets**

**i. Tangible fixed assets**

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the P.C.C. and which require a faculty for disposal are accounted as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected but are not included in the financial statements. For other property acquired prior to 2000 there is insufficient cost information available and therefore the cost of such assets is not stated in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off when they were incurred.

**ii. Depreciation**

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	20%
Audio Visual equipment	33%
Office equipment	25%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value.

**iii. Investments**

Investments are stated at market value at the balance sheet date.

**d) Current Assets**

Amounts owing to the P.C.C. at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the C.B.F. Church of England funds, or at the bank.

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

**2 INCOMING RESOURCES**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2020 £	2019 £
<b>2 Analysis of income and endowments</b>					
<b>2a Donations and Legacies</b>					
Planned Giving (excl tax refunds)	23,232	-	-	23,232	22,930
Planned Giving (no tax refunds)	3,409	-	-	3,409	4,609
Loose cash collections	1,204	-	-	1,204	3,617
Gift Days	-	1,764	-	1,764	3,451
Sundry donations and appeals	12,059	15,926	-	27,985	8,957
Income Tax Recoverable	8,230	3,896	-	12,126	8,437
Grants	2,594	-	-	2,594	-
Legacies	-	-	-	-	-
	<u>50,728</u>	<u>21,586</u>	<u>-</u>	<u>72,314</u>	<u>52,001</u>
<b>2b Charitable Activities</b>					
Fees from weddings etc	1,427	-	-	1,427	1,030
	<u>1,427</u>	<u>-</u>	<u>-</u>	<u>1,427</u>	<u>1,030</u>
<b>2c Other trading activities</b>					
Fund raising events	-	-	-	-	-
Church Centre Lettings	8,174	-	-	8,174	19,317
Rent from letting parish house	9,913	-	-	9,913	10,273
Bookstall	-	-	-	-	-
	<u>18,087</u>	<u>-</u>	<u>-</u>	<u>18,087</u>	<u>29,590</u>
<b>2d Investments</b>					
Dividends on CBF Investment fund	185	-	-	185	179
CBF deposit interest	92	-	-	92	173
	<u>277</u>	<u>-</u>	<u>-</u>	<u>277</u>	<u>352</u>
<b>2e Other Income</b>					
Insurance claims	-	-	-	-	-
Training course receipts	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>70,519</u>	<u>21,586</u>	<u>-</u>	<u>92,105</u>	<u>82,973</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**  
**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Funds 2019 £
<b>3 Analysis of expenditure on</b>					
<b>3a Raising funds</b>					
Special appeal costs	-			-	-
Fund-raising events	-	-		-	-
Stewardship costs	51			51	50
	<u>51</u>	<u>-</u>	<u>-</u>	<u>51</u>	<u>50</u>
<b>3b Charitable Activities</b>					
Missionary and charitable giving:	340	2,501		2,841	5,072
Ministry costs					
Diocesan Parish Share	37,017			37,017	44,500
Other clergy costs	2,359			2,359	1,500
Salaries and honoraria	11,478	-	-	11,478	11,080
Church running expenses	9,400	-		9,400	11,624
Church Maintenance/Improvements	3,715	434		4,149	1,621
Bookstall	-			-	-
Training and Mission	-			-	504
Upkeep of services	615			615	697
Upkeep of church grounds	442			442	215
St Matthews Sunday Club	36			36	66
Parish Newsheet	-			-	-
Bank Charges	-			-	-
Depreciation	0			0	0
Governance - see note 6	1,080	-	-	1,080	980
	<u>66,482</u>	<u>2,935</u>	<u>-</u>	<u>69,417</u>	<u>77,859</u>
<b>3c Other trading activities</b>					
Church Centre Hiring Costs	-			-	-
Church Centre Running Costs	4,455			4,455	13,111
Bookstall costs	-			-	-
Other Trading costs					
	<u>4,455</u>	<u>-</u>	<u>-</u>	<u>4,455</u>	<u>13,111</u>
<b>TOTAL RESOURCES EXPENDED</b>	<u>70,988</u>	<u>2,935</u>	<u>-</u>	<u>73,923</u>	<u>91,020</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**  
**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	£	Total 2020	Funds 2019
<b>4 Missionary and charitable giving:</b>						
<i>Overseas</i>						
Tear Fund	-	638			638	844
Stroke Association	-	-			-	-
"	-	-			-	-
"	-	-			-	-
Barnabas Fund	-	-			-	-
Charles Semwaga	-	638			638	846
<i>Home</i>						
Simeons' Trustees	-	-			-	-
"	-	-			-	-
Becontree Church	-	638			638	846
St Michael's Hospice	-	-			-	-
Evangelical Alliance	90				90	90
Donations to Church Schools	200				200	200
Christians Against Poverty	50	587			637	846
Snowflake Trust (winter night shelter)	-	-			-	1,039
School Christmas Services	-	-			-	119
Friends of Conquest Hospital	-	-			-	-
Sussex Gospel Partnership	-	-			-	-
Bishop of Chichester Discretionary Fund	-	-			-	192
Church together in Hastings and St Leonards	-	-			-	50
	<u>340</u>	<u>2,501</u>	<u>-</u>		<u>2,841</u>	<u>5,072</u>

**5 Staff Costs**

<b>a</b>	<i>Wages and Salaries</i>					
	Caretaker/Cleaner	4,342			4,342	4,224
	Administrator	6,658			6,658	6,531
	Organists	450			450	325
	Social Security costs	28			28	-
		<u>11,478</u>			<u>11,478</u>	<u>11,080</u>

**Wages and Salaries**

a. During the year the PCC employed a Caretaker/Cleaner, a Parish Administrator and several Organists. No payment was large enough to attract social security costs.

b. No members of the PCC received any remuneration from the Councils funds. A small immaterial portion of the expenses paid to the Rector may have related to his services as chairman of the P.C.C. There were no disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	£	Total 2020	Funds 2019
<b>6 Governance</b>						
Independent examination fee	1,060				1,060	960
Cost of annual accounts	20				20	20
	<u>1,080</u>	<u>-</u>	<u>-</u>		<u>1,080</u>	<u>980</u>

**7 Analysis of transfers between funds**

-	-	-	-	-	-
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**  
**CONTINUED**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Funds 2019 £
<b>8 Fixed Assets</b>					
<b>a Investments</b>					
Market value 1st January 2020	6,172	-	-	6,172	5,200
Disposals at carrying value	-	-	-	-	-
Purchases at cost	-	-	-	-	-
Net gains and revaluation	425	-	-	425	972
Market value 31st December 2020	<u>6,597</u>	<u>-</u>	<u>-</u>	<u>6,597</u>	<u>6,172</u>

Holdings at 31st December 2020- 322 shares in the CBF Church of England Investment Fund

	Freehold Land And Buildings £	Audio visual Equipment £	Office Equipment	Total fixed assets £
<b>b Tangible fixed assets</b>				
Cost or valuation				
At 1st January 2020	26,319	14,219		40,538
Additions	-	-		-
Disposals				-
Revaluation				-
At 31st December 2020	26,319	14,219		40,538
<b>Depreciation</b>				
At 1st January 2020		14,219		14,219
Provided in the year		-		-
Disposals		-		-
At 31st December 2020		14,219		14,219
<b>Net book amounts</b>				
At 31st December 2020	26,319	-		26,319
At 31st December 2019	26,319	-		26,319

The Freehold land and buildings comprise the Curates house at 98 Sedlescombe Gardens, St Leonards-on-sea. For accounting purposes, the historical cost of this property is deemed to be its original cost which has not been updated.

Church Equipment comprises the electronic piano and other audio equipment

**c Heritage Assets** None

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2019 £
<b>9 Analysis of Net assets by fund</b>					
Fixed Assets for Church use	26,319			26,319	26,319
Investment Fixed Assets	6,597			6,597	6,172
Current assets	20,861	21,839	1,250	43,950	27,304
Current Liabilities	(2,586)			(2,586)	(4,122)
Fund Balance	<u>51,191</u>	<u>21,839</u>	<u>1,250</u>	<u>74,280</u>	<u>55,673</u>

**ST MATTHEWS CHURCH PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**  
**CONTINUED**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
<b>10 Debtors</b>					
Income Tax Recoverable	2,236	3,896		6,132	2,492
Prepayments and Accrued Interest	688	-		688	261
Other Debtors	145	-		145	-
	<u>3,069</u>	<u>3,896</u>		<u>6,965</u>	<u>2,753</u>
<b>11 Creditors</b>					
<b>Amounts falling due within one year</b>					
Deferred Income	£	£	£	£	£
Accruals of utility and other costs	1,475			1,475	3,246
Creditors for goods and services	347			347	40
Other creditors	764			764	836
	<u>2,586</u>			<u>2,586</u>	<u>4,122.00</u>
<b>12 Creditors</b>					
<b>amounts falling due after more than one year</b>					
Deferred Income	£	£	£	£	£
Accruals of utility and other costs	-			-	-
Creditors for goods and services	-			-	-
Other creditors	-			-	-
	<u>-</u>			<u>-</u>	<u>-</u>
<b>13 Statement of funds</b>	Bal b/fwd 1st Jan 2020	Income	Expenditure	Transfers, other gains and losses	Bal c/fwd 31st Dec 2020
<b>Unrestricted Funds</b>					
General fund	42,053	69,519	(70,988)	424	41,009
Buildings/Fabric fund - designated	1,897	-	-	-	1,897
Equipment / Improvements - designated	7,285	1,000	-	-	8,285
	<u>51,235</u>	<u>70,519</u>	<u>(70,988)</u>	<u>424</u>	<u>51,191</u>
<b>Restricted Funds</b>					
Buildings/Fabric fund	2,839	-	(434)		2,405
Equipment/ Improvements fund	-	19,434	-		19,434
Mission Gift Day	-	-	-		-
Harvest Appeal	349	2,152	(2,501)		-
Other Restricted Collections	-	-	-		-
	<u>3,188</u>	<u>21,586</u>	<u>(2,935)</u>	<u>-</u>	<u>21,839</u>
<b>Endowment Fund</b>					
C.L. Cleaver bequest	1,250	-	-		1,250

The money raised by the Harvest Gift Day was distributed to the various mission agencies supported by St Matthews.

The Endowment fund consists of a £1,250 legacy from C.L. Cleaver which was received in 1976. The capital is not to be spent but the income is to be used to meet normal Expenditure.

	Total Funds 2020	Total Funds 2019
	£	£
<b>14 Analysis of cash and cash equivalents</b>		
Cash in hand	15,315	2,881
Notice deposits (less than 3 months)	21,670	21,670
Overdraft facility	-	-
	<u>36,985</u>	<u>24,551</u>
<b>15 Related parties and transactions</b>		

The Friends of St Matthews is a separate charity (No. 289204), a related party to the P.C.C. The following members of this P.C.C. are trustees of that Charity.

The Revd Matthew Foy, Mr Nigel Brett, Mrs Shirley Coulthard, Mr Alan Freeman, Mr Malcolm Harris, Mr Tom Morgan, Mrs Sarah Searle.

Full details of the transactions between these separate charities can be found in the financial report and accounts of the Friends of St Matthews.

**Independent examiner's report  
To the PCC of St Matthew's Church**

This report on the accounts of the PCC for the year ended 31 December 2020, which are set out on pages 5 to 14, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.145 of the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and the examiner**

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulations and section s. 144 of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulations.

**Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed.....*R. Walsh*.....

Date.....16/04/21.....

Mrs R T Walsh FCCA  
Manningtons  
39 High Street  
Battle  
East Sussex TN33 0EE