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SAINT WILFRID

BOGNOR REGIS

THE ANNUAL REPORT AND
FINANCIAL STATEMENTS FOR
THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF
ST WILFRID, BOGNOR
FOR THE YEAR ENDED
31ST DECEMBER 2024

The Annual Report and Accounts of the Parochial Church Council of the Ecclesiastical Parish of St Wilfrid, Bognor

Saint Wilfrid Church, Ellasdale Road, Bognor Regis, West Sussex PO21 2SG. Registered charity 1142723

Incumbent: The Reverend Joel Mennie

Bankers: HSBC, 45 High Street, Bognor Regis, PO21 1RU

Independent Examiners: Independent Examiners Limited, Unit 2 the Broadbridge Business Centre
Delling Lane, Bosham, West Sussex, PO18 8NF

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST WILFRID, BOGNOR**

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Trustees Report 2024

Our aims and purpose as a charity

The PCC has the responsibility of co-operating with the incumbent:

- To expand the church family through outreach and making a variety of worship, both traditional and informal, available to people living in this part of West Sussex.
- To grow the congregations spiritually and in their practical daily worship.
- To enable the town to see Saint Wilfrid Church as a place of welcome and refuge, especially young families; students away from home; those seeking friendship, comfort and deeper meaning to their lives in a modern world.

What we planned to do to achieve our charitable objectives

Our work in 2024 focussed on seeing people in Bognor Regis come to know Jesus, growing and diversifying our Church community and expanding the activities and initiatives that we undertake, that transforms society.

To fulfil our charitable objectives, we planned the following for 2024:

- Staffing
 - To ensure roles were filled according to identified need and with the contractual flexibility to close or extend the role as required.
 - To train and develop a Curate
- Expand the reach of our compassion-based ministries
 - Developing the leadership team for Lighthouse lunch and strengthening of the volunteer base
 - Operate year two of the Bognor Regis CAP Debt Centre (in partnership with other local churches)
- To organise events, services and courses for those not yet part of the church community and those exploring the Christian faith
 - Provide the Alpha course at a variety of times throughout the day, week and year
 - Ensure festive services that would accommodate those appreciating a variety of worshiping styles, and featuring speakers who were used to speaking to guests
 - Increase the work and reach of WilfTots
- Enabling individuals and families to mark poignant and celebratory life events, including baptisms, confirmations, weddings and funerals.
- Developing and strengthening our working relationships with other local churches
- Strengthen the 'Core' congregations at our Traditional and Informal Services
- Increase the number of Connect Groups across the local area
- Continue to support, through the provision of storage, meeting and hospitality space, the following:

- Family Support Work, Tuesday Pantry
- Family Support Work, After School Club
- KingsGate Church Sunday lunch
- Increase and strengthen links with the local schools, especially by recruiting Foundation Governors
- Maintaining the fabric and equipment of the church building and planning for its development and improvement
- Grow and develop our Informal Worship Bands and Production Team
- Take a group to the HTB Summer Focus Festival
- Clarify our organisational Vision and Strategic Priorities

Public Benefit

In accordance with our duties as stated in section 17(5) of the Charities Act, we have considered the guidance provided by the Charity Commission in regard to public benefit. This public benefit is demonstrated through our activities as detailed below.

What we achieved and how we affected beneficiaries' lives

Membership

The church electoral roll was 129 at 31st December 2024.

Activities, Services, Groups and Events

The activities of the church centred around three primary themes:

1. Evangelisation and introduction to the Christian Faith
2. The Revitalisation of our Church community: Growing in understanding of identity, in diversity, depth of spirituality, community cohesion and number, across church services and related ministries, such as men's ministry and Connect Groups
3. Extend our reach out to the local community with acts of compassion and love

Below is merely a snapshot of life at Saint Wilfrid Church during 2024 and none of that mentioned below or that which has not been mentioned has been possible without the invaluable contribution and commitment of our members. Many of them have committed to regularly praying, giving financially and serving.

Evangelism

The Alpha Course has been our primary vehicle for evangelisation and communication of the Christian Faith to those not yet at the church. This was run in various formats and at various times of the week and at regular intervals throughout the year. Our organisation facilitated The Alpha in our own buildings and at Ford Prison.

Every event and group that we run includes content which is distinctively Christian. In WilfTots, this takes the form of biblical songs and stories. At Lighthouse, this includes a

clear thought for the day based on the bible, with the occasional Christian song. There is always the opportunity for prayer.

Services

Our midweek service has held strong with a consistent average attendance of 25 people. The provision of refreshments following this service has increased the sense of community.

Our 9.30am service which is traditional and liturgical in form attracts an average attendance of 35–40 people weekly, with numbers rising at various times and seasons. We saw particular growth amongst the 20–30s age bracket, the local Eastern European community and children.

The congregation benefitted from the purchase of a new sound system (a new induction loop is still required) and looked forward to improvements related to wider electrical and heating works scheduled for Spring 2025.

A noticeable observation from our 11.15am was that it grew younger in 2024. This has led to the development of a committed Children's Team who offer the provision of Sunday Groups for ages 3–15.

Services at Christmas were especially busy, with the high numbers in attendance. Whilst less formal than previous years, there was a very positive response to the format of the services on offer and 'Carols of the prom' was a particular highlight.

Community Cohesion

Our Connect Groups lie at the heart of community membership and cohesion. In 2023, the number of groups available stayed slightly static, but the number of people attending regularly, increased.

The Men's Weekend away was also a success, with a small group returning to Ashburnham Place and a schedule of Breakfasts and other social events planned for 2025.

A Women's ministry was also established at the Church, leading to successful coffee mornings and Advent Wreath workshop. It is expected that this ministry will be expanded in 2025.

A group from our organisation attended the Focus festival together. The development of our Community Pitch allowed for increased social engagement with one another and the strengthening of our community.

The work of Safeguarding was highly intense in 2024, with several case files needing to be established and actioned, sometimes at once. This led to the re-structuring and strengthening of our Safeguarding Team. Professional relationships with external agencies have been effective to ensure protective and caring plans could be implemented swiftly.

Unfortunately, it has been harder to work alongside the Diocesan Safeguarding Teams and have we needed to lodge our concerns using the relevant protocols and channels.

Compassion and local engagement

Lighthouse Lunch remains integral to our church calendar and continues to provide an invaluable opportunity to engage with and help those locally who are experiencing deprivation of various forms.

The CAP Debt Centre has completed its second year of operating from Saint Wilfrid church, in partnership with five other local churches. Due to various political factors within the Partnership, a decision was made to operate independently from the other churches, while still welcoming their financial contributions. At the same time, the Debt Centre Manager chose to step down after many years of dedicated service to pursue new opportunities. It is anticipated that oversight of the CAP Debt Centre may move to another local Church in 2025.

WilfTots is one of the largest groups for toddlers and their parents/carers in this part of West Sussex. It is now established, not only as a place to play and sing, but as an essential point of community for those at a similar life stage. Through this ministry, many have now been sign-posted to other local agencies who have provided essential support. There are now between 40–50 people (children/parents/careers) in attendance. The impact of this group is felt at our Sunday services, where WilfTots Sunday now takes place.

Two further opportunities presented themselves in 2025. The first was the opportunity to have oversight of the Bognor Regis Foodbank, which required a governance rescue strategy to be implemented. This opportunity has drawn down on many of our people and time resources and has required much wisdom and courage. It has however, allowed for some very significant advantages to our organisation to be available in 2025.

The second opportunity was to work closely with The High Sheriff of West Sussex and other local charitable Senior Leaders and West Sussex County Council, to collaborate and complement one another's initiatives and projects. As a key organisation in this work, Saint Wilfrid Church acted as the host of many 'Community Conversation' events which happened across the year. This work will continue in 2025 under the direction of the new High Sheriff. It was particularly encouraging to receive a commendation and certificate of recognition from the High Sheriff's Office, for the work of social transformation that we undertake.

Key Personnel

Many people are involved in the operation of the activities of the church. Whilst, in accordance with the FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts, if it were, the figure would be a substantial one.

In 2024, we continued to benefit from the ministry of Rev. Fr. Keith Hodges (Associate Priest) and Rochelle Ellwood (Operations Manager) and Edwina Brown (Financial Assistant). We are also grateful for Rev. Dave Green who is our curate in training. We welcomed Gabriel Demko to the team as Worship Co-ordinator, and Jess Youngs as Vicar's Assistant.

Fabric Maintenance

The quinquennial report was published at the end of 2019, which stated 'The church remains in good order structurally and is in generally good condition inside and out'. Maintenance of the building is ongoing, and we are constantly having to repair aligned to our schedule of works, and in a responsive way. Recurring themes include responding to the wear and tear to the building caused by the coastal conditions and a heating system which is at the end of its efficient life.

2024 saw the formation and strengthening of a 'Building's Team' who have responded to urgent matters and enabled significant momentum in planning for future buildings works. This has included the organising of the replacement of our heating and lighting system, scheduled for Spring 2025 and the redevelopment of our Church Hall.

Financial Review

Summary

The Accounts for 2024 (and the comparative figures for 2023) shown on the following pages have been prepared on the 'accruals' basis in line with the Guidance and Regulations issued by the Central Board of Finance of the Church of England dated August 2001. Investment performance was considered adequate in view of the performance of Stock Market investments during the past year.

Total church income of £257,821 was up 35.1%, £66,957 over 2023, £190,864. Total expenditure of £237,348 was up 19.6%, £38,923 over 2023, £198,425. The resultant income/expenditure surplus for 2024 was £20,473 compared to a deficit of £7,561 in 2023.

There was an unrealised net gain on investments in 2024 of £7,136 compared to a gain of £16,111 in 2023. The overall surplus allowing for unrealised gains in investments for 2024 was £27,609, compared to a surplus of £8,550 in 2023. Investments to the value of £75,000 were sold in 2024 to part-fund the initial stages of the new heating system in the Church auditorium.

Unrestricted planned giving, church collections and Gift Aid receipts totalled £126,202 compared to £98,222 in 2023, an increase of 28%, £27,980.

The PCC did not receive any legacies in 2024; £9,094 was received in 2023.

At 31 December 2024, Cash reserves stood at £64,345 (£47,995 at 31 December 2023), General unrestricted funds (including investments) amounted to £288,761 (£252,281 in 2023) and restricted funds £36,759 (£45,630 in 2023).

Going Concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £61,574 paid to the diocese for our share of all churches' Parish Ministry Costs. This was a 76% contribution to the Parish Ministry Costs allocated to it.

The Parish Ministry Costs relates directly to the housing, support, stipend and pension costs of the clergy of this parish, training of new ordinands, a contribution to national church funds and shared costs of the Christian family throughout the whole diocese, including assistance towards the ministry and upkeep of churches less able to manage than ourselves.

In 2025, the church has pledged to maintain its current Parish Contribution figure.

Reserves Policy

Maintenance and repair of the Church building has historically been expensive and at times unpredictable, therefore holding sufficient reserves to cover such eventualities is a sensible precaution. Accordingly, it is PCC policy to maintain a balance on unrestricted funds which equates to at least 3 months unrestricted payments. This will be reviewed on an annual basis.

In addition, to cover known short-term obligations, it is PCC policy to maintain a balance on free (cash) reserves which equates to at least 2 months' worth of normal operating expenditure.

Structure, Governance and Management of the Charity

PCC Structure and Members

The Parochial Church Council (PCC) is registered with the Charity Commission as required by the Charities Act 2011. The Parochial Church Council of the Ecclesiastical Parish of St Wilfrid, Bognor was registered with the Charity Commission in England and Wales on 5 July 2011 – registered number 1142723. All charities are required to have 'governing documents' and in the case of churches within the Church of England these documents have been agreed as being the Parochial Church Councils (Powers) Measure 1956 as amended, which defines the principal function or purpose of the PCC as "promoting in the Ecclesiastical parish the whole mission of the Church" and the Church Representation

Rules (contained in Schedule 3 to the Synodical Government Measure 1969, as amended) which determine how the PCC operates.

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

EX OFFICIO MEMBERS

Incumbent: Revd Joel Mennie (Chairperson)

Curate: Revd Dave Green

Church Wardens:

Mr Stephen Walden (Until May 2024)

Mrs Joanne Hopkins (Until May 2024)

Mr Dave Holden (From May 2024)

Mrs Jayne Tudor-Price (From May 2024)

Deanery Synod Members:

Mrs Elaine Green (Until May 2024)

Mr Malcolm Vernone (Until May 2024)

Mrs Val Bond – Secretary (From May 2024)

Mrs Jill Anderson (From May 2024)

Mr Bryce Anderson (From May 2024)

ELECTED MEMBERS:

Mrs Louise Smith – Secretary (Secretary until May 2024, remained as member)

Mr Keith Richards (Until May 2024)

Miss Glenda Richards

Mr Roger Hollingshead

Mr Jim Bartlett

Mr John Bond

Mrs Jo Walden (Until May 2024)

Mrs Lara Mills – Safeguarding Officer

Mrs Susan Manning – Safeguarding Officer

Mr Steve Tudor-Price – Treasurer

Mr Jack Evitts (From May 2024)

Mr Steve Walden (From May 2024)

Statement of responsibilities of the members of the PCC

The Members of the PCC are responsible for preparing the Members of the PCC' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Members of the PCC to prepare financial statements for each financial, which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Members of the PCC are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the Charities SORP (FRS 102);
- Make judgments and accounting estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Members of the PCC are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Members of the PCC and signed on its behalf by the Reverend Joel Mennie (Chairperson):

Date: 1st May 2025

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST WILFRID, BOGNOR**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2024**

	Notes	Unrestricted Funds £	Designated Funds £	Endowment Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
Income and endowments from:							
Donations and Legacies	2a	126,202	-	-	100,134	226,336	168,206
Charitable Activities	2b	14,279	-	-	4,967	19,246	15,858
Investment Income	2c	7,277	-	-	-	7,277	6,800
Other Income	2d	4,962	-	-	-	4,962	-
TOTAL		152,720	-	-	105,101	257,821	190,864
Expenditure on:							
Charitable Activities	3a	166,648	-	-	69,771	236,419	197,434
Raising Funds	3b	113	-	-	816	929	991
TOTAL		166,761	-	-	70,587	237,348	198,425
NET INCOME/(EXPENDITURE) BEFORE INVESTMENTS GAINS/(LOSSES)		(14,041)	-	-	34,514	20,473	(7,561)
Gains/(losses) on investments	5b	7,136	-	-	-	7,136	16,111
NET INCOME/(EXPENDITURE)		(6,905)	-	-	34,514	27,609	8,550
Transfer Between Funds	10	43,385	-	-	(43,385)	-	-
Net movement in funds		36,480	-	-	(8,871)	27,609	8,550
Reconciliation of funds:							
Total Funds Brought Forward		252,281	-	-	45,630	297,911	289,361
Total Funds Carried Forward		288,761	-	-	36,759	325,520	297,911

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 13 to 24 form part of these financial statements.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST WILFRID, BOGNOR**

**BALANCE SHEET
AS AT 31ST DECEMBER 2024**

	Notes	Unrestricted Funds £	Designated Funds £	Endowment Funds £	Restricted Funds £	31-Dec-24 Total £	31-Dec-23 Total £
Fixed Assets							
Tangible assets	5(a)	80,409	-	-	18,116	98,525	26,751
Investment assets	5(b)	155,529	-	-	-	155,529	223,393
Current Assets							
Debtors	6	12,424	-	-	445	12,869	3,786
Cash at bank	7	46,147	-	-	18,198	64,345	47,995
Total Current Assets		58,571	-	-	18,643	77,214	51,781
Creditors: amounts falling due within one year	8	5,748	-	-	-	5,748	4,014
NET CURRENT ASSETS		52,823	-	-	18,643	71,466	47,767
TOTAL ASSETS less current liability		288,761	-	-	36,759	325,520	297,911
NET ASSETS		288,761	-	-	36,759	325,520	297,911
Funds of the Charity							
General Unrestricted Funds		288,761	-	-	-	288,761	252,281
Designated Funds	9	-	-	-	-	-	-
Restricted Funds	10	-	-	-	36,759	36,759	45,630
Endowment Fund	11	-	-	-	-	-	-
Total Funds		288,761	-	-	36,759	325,520	297,911

Signed on behalf of the Trustees and PCC Members by:

Reverend Joel Mennie

S J Tudor Price

Date 7 May 2025

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST WILFRID, BOGNOR**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2024**

1. ACCOUNTING POLICIES

Basis of preparation:

The accounts are prepared under the historical cost convention, in accordance with the Church Accounting Regulations 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with FRS 102 (effective 1 January 2019) - (Charities SORP (FRS 102)) and the Charities Act 2011, with the exception of the valuation of freehold land and buildings, which are stated at fair value as at 1st January 2015 and investment assets, which are shown 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 main affiliation to another body, nor those that are informal gatherings of church members.

The charity meets the definition of a public benefit entity.

There are no material uncertainties about the charity's ability to continue in operation.

No changes to accounting estimates have occurred in the reporting period

No material prior year errors have been identified in the reporting period.

Funds

Restricted Funds represent (a) income which may be extended only on those restricted objects provided in the terms of the trust or the bequest, and (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 each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Unrestricted Funds are general funds which can be used for PCC ordinary purposes.

Designated Funds are earmarked by the PCC for particular purposes but are nevertheless still unrestricted as the PCC can redesignate the funds if it wishes.

The Endowment Fund exists for the making of a contribution towards clergy stipends. The PCC receives no income.

Income recognition

Income is included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the income;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate are received. Legacies are accounted for when the PCC is legally entitled to the amounts due and the amounts can be estimated with sufficient accuracy. Grants are recognised on receipt, any unspent income received for a specific purpose is shown within the relevant fund on the balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Dividends and bank interest are accounted for when receivable. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST WILFRID, BOGNOR**

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024**

Government grants

The charity has not received government grants during the reporting period.

Donated Services and Facilities

Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.

Volunteer Help

The value of any voluntary help received is not included in the accounts but is described in the Trustees Annual Report. Volunteers are used in all aspects of the activities of the church, including serving, readings, prayers, offertory and collections, preparing and serving food and drink at church events, helping with providing hospitality to guests, assisting in the office and providing other supporting roles, including bookkeeping, accounting and reporting.

Investment gains and losses

All gains and losses are recognised in the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the PCC to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. The diocesan quota or parish share is accounted for when due. Although there is no legal obligation to pay outstanding Common Fund, it is the policy of the PCC to provide for unpaid amounts in these accounts. There were no such provisions at 31st December 2024 or 2023. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Costs of church activities include grants made, governance costs and support costs.

Pensions

During 2024, up to three employees of the PCC were enrolled in a defined contribution workplace pension scheme. Employer's pension contributions were £1,009 in 2024 (2023: £918).

Tax Status

As a charity, the PCC is exempt from paying income and corporation tax.

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Liabilities and provisions

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST WILFRID, BOGNOR**

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024**

Fixed assets

All tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is calculated at a rate to write off the cost of tangible fixed assets on a straight line basis over their estimated useful lives. The rates applied per annum are as follows:

Hall furniture and fittings	10% per annum
Church furniture, fittings and equipment	10-20% per annum
Computer equipment	20% per annum

Investment assets

Investments are initially recognised at their transaction value and subsequently measured at fair value at the balance sheet date using market prices. The Statement of Financial Activities includes net gains and losses arising on revaluations and disposals throughout the year. The PCC does not acquire put options, derivatives or other complex financial instruments. The main form of financial risk faced by the PCC is that of volatility in markets due to economic conditions, the attitude of investors to investment risk, and changes in sentiment.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST WILFRID, BOGNOR**

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024**

2. INCOME FROM:

Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
a) Donations and Legacies					
Congregational giving	421	-	-	421	911
Planned giving	77,415	-	1,000	78,415	68,431
Gift aid tax recoverable	21,224	-	551	21,775	16,030
Special project appeal	-	-	-	-	37
Donations and Appeals	27,142	-	62,411	89,553	37,195
Legacies	-	-	-	-	9,094
Grants	-	-	36,172	36,172	36,508
	126,202	-	100,134	226,336	168,206

b) Charitable Activities

Church Fees	2,604	-	-	2,604	2,541
Church Hall Income	8,971	-	-	8,971	10,965
Church Products and Courses	220	-	-	220	-
Events and Activities	-	-	2,840	2,840	2,280
Fees from Foodbank	-	-	2,127	2,127	-
Other Income	-	-	-	-	72
Mens Ministry	2,194	-	-	2,194	-
Womens Ministry	290	-	-	290	-
	14,279	-	4,967	19,246	15,858

c) Investments

Dividends and Bank Interest	7,277	-	-	7,277	6,800
	7,277	-	-	7,277	6,800

d) Other Income

Insurance Claims	4,962	-	-	4,962	-
	4,962	-	-	4,962	-

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST WILFRID, BOGNOR**

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024**

3. EXPENDITURE ON:

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
a) Charitable Activities						
Direct costs						
Card fees		2,237	-	-	2,237	1,286
Church hall running costs		13,713	-	211	13,924	10,168
Church maintenance		24,363	-	316	24,679	3,464
Church running expenses		15,802	-	-	15,802	11,919
Community initiatives		-	-	-	-	-
Depreciation of Fixed Assets	5(a)	468	-	9,180	9,648	7,238
Governance costs		2,352	-	-	2,352	2,363
Incumbents working expenses		898	-	-	898	834
Office costs		6,286	-	-	6,286	6,413
Other ministry costs		7,670	-	13,852	21,522	18,932
Parish contribution to Diocese		61,574	-	-	61,574	61,574
Presents and gratuities		268	-	-	268	103
Printing costs		179	-	-	179	247
Projects and quinquennial costs		540	-	-	540	-
Salaries	13(a)	15,489	-	46,202	61,691	61,658
Upkeep of church grounds		1,800	-	-	1,800	1,800
Upkeep of services		7,455	-	10	7,465	4,463
Vicarage running costs		4,722	-	-	4,722	4,334
Visiting clergy costs		832	-	-	832	638
TOTAL		166,648	-	69,771	236,419	197,434
	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
b) Raising Funds						
Advertising		113	-	816	929	991
		113	-	816	929	991

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST WILFRID, BOGNOR**

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024**

4. DETAILS OF CERTAIN TYPES OF EXPENDITURE

	2024	2023
	£	£
Independent examiner's fees	1,260	1,200
Assurance services other than audit or independent examination	-	-
Tax advisory fees	-	-
Other fees (payroll and accountancy services)	516	372

5 (a). TANGIBLE FIXED ASSETS

	Restricted fund £	Restricted fund £	Restricted fund £	Unrestricted fund £	Unrestricted fund £	Total £
	Hall Furniture, Fittings & Equipment	Church Furniture, Fittings & Equipment	Computer Equipment	Computer Equipment	Church Furniture, Fittings & Equipment	
Cost 1-Jan-24	6,812	54,425	18,846	1,594	-	81,677
Additions	863	43,385	-	-	37,174	81,422
Transfers	-	(43,385)	-	-	43,385	-
Cost at 31-Dec-24	<u>7,675</u>	<u>54,425</u>	<u>18,846</u>	<u>1,594</u>	<u>80,559</u>	<u>163,099</u>
Depreciation 1-Jan-24	4,583	33,504	15,563	1,276	-	54,926
Charge	315	7,262	1,603	318	150	9,648
Depreciation 31-Dec-24	<u>4,898</u>	<u>40,766</u>	<u>17,166</u>	<u>1,594</u>	<u>150</u>	<u>64,574</u>
Net book value 31-Dec-24	<u>2,777</u>	<u>13,659</u>	<u>1,680</u>	<u>-</u>	<u>80,409</u>	<u>98,525</u>
Net book value 31-Dec-23	2,229	20,921	3,283	318	-	26,751

During 2024, the PCC purchased a new heating system, which was installed in the first half of 2025. The depreciation on these assets will commence upon installation which is when they first become available for their intended use, and are in the location and condition necessary for them to operate.

The transfer of £43,385 shown above reflects the fact that the terms of the restriction were fulfilled upon purchase of the asset, allowing it be used for any unrestricted charitable purpose

The annual commitments under non-cancelling operating leases and capital commitments for the next financial year are as follows:

Photocopier leasing costs £421 per quarter from February 2023.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
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**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024**

5 (b). INVESTMENT ASSETS

	Unrestricted (general) fund £	Unrestricted (general) fund £	Unrestricted (general) fund £	Unrestricted (general) fund £	Unrestricted (general) fund £
	CBF Fixed Interest	CBF Fixed Interest	CBF Fixed Interest	CBF Global Equity	CBF Property Fund
	Church Hall Fund	Ministry Account	PCC Funds	PCC Funds	PCC Funds
Cost 1-Jan-24	12,919	14,235	22,144	40,065	21,253
Revaluation	390	430	668	2,533	(257)
Additions	-	-	-	-	-
Disposals	-	-	-	(15,000)	-
Transfers Out	-	-	-	-	(20,996)
Cost at 31-Dec-24	<u>13,309</u>	<u>14,665</u>	<u>22,812</u>	<u>27,598</u>	<u>-</u>

	Unrestricted (general) fund £	Unrestricted (general) fund £	TOTALS 31-Dec-24
	CBF Investment Fund	CBF Investment Fund	£
	PCC Funds	General Purposes	
Cost 1-Jan-24	33,722	79,055	223,393
Revaluation	915	2,457	7,136
Additions	-	-	-
Disposals	-	(60,000)	(75,000)
Transfers In	20,996	-	-
Cost at 31-Dec-24	<u>55,633</u>	<u>21,512</u>	<u>155,529</u>

Listed investments

All listed investments are carried at their fair value and represent holdings in common investment funds. The basis of fair value is equivalent to market value. Asset sales and purchases are recognised at the date of trade at the transaction value. The main risk to the PCC from listed investments lies in the combination of uncertain investment markets and volatility in yield. Liquidity risk is deemed to be low as all assets are traded in markets with good liquidity and high trading volumes. The PCC has no investment holdings in markets subject to exchange controls or trading restrictions. The PCC manages its investment risks by retaining expert advisors and operating an investment policy that provides for a high degree of diversification of holdings within investment asset classes that are quoted on recognised stock exchanges. The PCC does not make use of derivatives and similar complex financial instruments.

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**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024**

6. DEBTORS AND PREPAYMENTS

	Unrestricted Fund £	Designated Fund £	Endowment Fund £	Restricted Fund £	Total 31-Dec-24 £	Total 31-Dec-23 £
Accounts Receivable	1,269	-	-	-	1,269	236
Accrued Income	5,459	-	-	210	5,669	-
Gift Aid Tax Recoverable	5,696	-	-	235	5,931	3,264
HMRC PAYE and NI credit balance	-	-	-	-	-	286
	12,424	-	-	445	12,869	3,786

7. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Designated Fund £	Endowment Fund £	Restricted Fund £	Total 31-Dec-24 £	Total 31-Dec-23 £
Cash at Bank	46,147	-	-	18,198	64,345	47,995
	46,147	-	-	18,198	64,345	47,995

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Designated Fund £	Endowment Fund £	Restricted Fund £	Total 31-Dec-24 £	Total 31-Dec-23 £
Accounts Payable	1,300	-	-	-	1,300	772
Accruals and Deferred Income	2,949	-	-	-	2,949	1,907
Independent Examiners Fees	1,260	-	-	-	1,260	1,200
Employer Pension Contributions	239	-	-	-	239	135
	5,748	-	-	-	5,748	4,014

9. DESIGNATED FUNDS

The PCC did not hold any designated funds during this or the previous financial year.

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OF ST WILFRID, BOGNOR**

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024**

10. RESTRICTED FUNDS

	CURRENT YEAR					Balance 31-Dec-24 £
	Balance 01-Jan-24 £	Gains and Losses £	Income £	Expenditure £	Transfers £	
Apostolic Partnership	28,430	-	39,011	(48,543)	-	18,898
Love Your Neighbour	3,744	-	-	(211)	-	3,533
CAP	13,456	-	20,578	(19,706)	-	14,328
Church Heating Fund	-	-	43,385	-	(43,385)	-
Bognor Regis Foodbank	-	-	2,127	(2,127)	-	-
	45,630	-	105,101	(70,587)	(43,385)	36,759

	PREVIOUS YEAR					Balance 31-Dec-23 £
	Balance 01-Jan-23 £	Gains and Losses £	Income £	Expenditure £	Transfers £	
Apostolic Partnership	36,834	-	40,168	(48,572)	-	28,430
Love Your Neighbour	3,744	-	-	-	-	3,744
CAP	10,492	-	22,682	(19,718)	-	13,456
	51,070	-	62,850	(68,290)	-	45,630

The restricted funds represents donations made for specific purposes monitored by the PCC to ensure that only relevant expenditure is charged against the fund.

The Apostolic Partnership Fund: was set up in 2020 to capture the transactions relating to a 3-way partnership between the St Wilfrid PCC, the local Diocese and Holy Trinity Brompton (HTB) with the aim of transforming the local church and the wider community. Funds have been provided by each partner to help this happen. The PCC has/will provide £50k, HTB (via St Peter's church in Brighton) has given £50k and the Diocese has/will give £150k. Funds will be provided over a 3 year period from 2020 onwards. Most of the funds are used to cover staff salary costs. The HTB funds were used in 2021 mainly to purchase a sound system for the church.

The Love Your Neighbour Fund: The Love Your Neighbour Project was also set up in 2020 as a response to the Covid pandemic. It was funded by church members plus two HTB grants (aka the Church Revitalisation Trust). It provides on-going financial support to people in need in the local community (for example through food supplies).

The CAP Fund: This relates to a Christians Against Poverty (Cap) Debt Centre which was set up towards the end of 2022. It operates from the existing Church building with one new staff member recruited to head this up. Key funding has been received from 5 other local Churches as well as from the Saint Wilfrid congregation.

The Church Heating Fund: is a fund to cover the costs of replacing the existing warm air heating system in the church auditorium. It involves replacing the old gas boiler with eco-friendly Infra Red heaters and upgrading the power supply to accommodate the new heaters. The transfer of £43,385 represents the fact that of the fixed assets purchased in 2024, a portion of these assets were paid for via restricted funds. The terms of the restriction were fulfilled upon the purchase of the assets, enabling them to be transferred to the general fund to be used for unrestricted charitable purposes.

The Bognor Regis Foodbank Fund: covers donations that the Church has received from members of the public or congregation on behalf of the Foodbank which are then passed onto the Foodbank.

The restricted funds are wholly represented by cash reserves, current liabilities and marketable securities of the charity as detailed below:

	31-Dec-24 £	31-Dec-23 £
Tangible Fixed Assets	18,116	26,433
Cash at bank and in hand	18,198	19,070
Current assets	445	127
	36,759	45,630

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**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024**

11. ENDOWMENT FUNDS

The PCC did not hold any endowment funds in 2024.

12. RECONCILIATION OF FUNDS HELD AND MOVEMENT OF FUNDS

	CURRENT PERIOD					Balance 31-Dec-24 £
	Balance 01-Jan-24 £	Income £	Gain/Loss £	Expenditure £	Transfers £	
General Funds	252,281	152,720	7,136	(166,761)	43,385	288,761
Designated Funds	-	-	-	-	-	-
Endowment Funds	-	-	-	-	-	-
Restricted Funds	45,630	105,101	-	(70,587)	(43,385)	36,759
	297,911	257,821	7,136	(237,348)	-	325,520

	PREVIOUS PERIOD					Balance 31-Dec-23 £
	Balance 01-Jan-23 £	Income £	Gain/Loss £	Expenditure £	Transfers £	
General Funds	238,291	128,014	16,111	(130,135)	-	252,281
Designated Funds	-	-	-	-	-	-
Endowment Funds	-	-	-	-	-	-
Restricted Funds	51,070	62,850	-	(68,290)	-	45,630
	289,361	190,865	16,111	(198,425)	-	297,911

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
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**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024**

13. STAFF COSTS, PAYMENTS TO TRUSTEES AND KEY MANAGEMENT PERSONNEL

(a) Employees paid via Payroll:

	31-Dec-24	31-Dec-23
	£	£
Gross Wages and Salaries	60,682	60,740
Employers NI (net of annual allowance)	-	-
Employers Pension Contributions	1,009	918
	61,691	61,658

Staff who were engaged in each of the following activities (average numbers):

	31-Dec-24	31-Dec-23
	TOTAL	TOTAL
Activities in furtherance of organisation's objects	5.75	5.75

Employed staff are paid via through a payroll scheme operated by the PCC. No employees received emoluments in excess of £60,000 (2023: None).

(c) Key Management Personnel

The charity's key management personnel is considered to be the Trustees. No remuneration was paid to Trustees. Therefore the total amount paid to key management personnel (including employers national insurance and employers pension contributions) was £0.

(d) Transactions with PCC members and Trustees

The only other payments made to PCC members or any persons connected with them were reimbursements for purchases of equipment, furnishings, refreshments and materials made on behalf of the Church. No material transaction took place between the charity and a PCC Member or any person connected with them (2023: None).

The aggregate total amount of donations received from Trustees is as follows:

	2024	2023
	£	£
Total donations before Gift Aid	28,391	16,997
Gift Aid on above donations	6,827	3,301
Total donations + Gift Aid	35,218	20,298

There were no conditions attached to these donations.

(e) Transactions with Related Parties

There were no transactions with related parties that require disclosure.

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**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024**

14. MATERIAL LEGACIES

No legacies were received or expected in 2024.

15. RESERVES POLICY AND RISK ASSESSMENT

Reserves are unrestricted funds which the PCC has set aside for the future. The purpose of holding reserves is so that St Wilfrid's is able to continue to meet its financial obligations in a situation where unforeseen shortfalls arise, until alternative plans can be put in place.

The PCC has identified the key risks and assessed the amounts prudent to set against those risks. The Reserves policy is set out in the Trustees Annual Report.

16. PUBLIC BENEFIT

The PCC acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how this has been achieved this are provided in the Trustees Annual Report. The PCC Members confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

17. EVENTS AFTER THE END OF THE REPORTING PERIOD

There are no events that require disclosure.

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

I report on the accounts of the Parochial Church Council of The Ecclesiastical Parish of St Wilfrid, Bognor for the year ended 31st December 2024, which are set out on pages 11 to 24.

Respective responsibilities of the PCC and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act and
- to state whether particular matters have come to my attention

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission and to be found in the Church Guidance, 2006 edition, issued from the Finance Division of the Archbishops' Council. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a Fellow Member of the Association of Charity Independent Examiners.

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: J Irvinesmith

Date: 08-May-25

Relevant professional qualification or body: FCIE

Address: Independent Examiners Limited, Unit 2 Broadbridge Business Centre, Delling Lane, Bosham, PO18 8NF