



“Discovering and Sharing the Love of God”

**Parochial Church Council Annual Report and Financial
Statements for the year ended 31 December 2021**



Registered Charity No. 1146416

Contents	Page
Administrative Information	3
Aims and Purposes	4
Objectives and Activities - Mission Action Plan	4
Achievements and Performance	5
Structure, Governance and Management	6
i. PCC Secretary's Report	
ii. Churchwardens' Fabric Report	
iii. Safeguarding Report	
iv. Electoral Roll Report	
v. Deanery Synod Report	
vi. Risk Management	
Review of the Year - Vicars Report	11
Finance Report	14
Financial Statements	16
Notes to the Financial Statements	19
Independent Examiner's Report	20

Vicar: Revd Dr Earl Collins

Independent Examiner: Ms Clare Osbond, FCIE
Silverdale Road, Hove, BN3 6FE

Bankers: Barclays Bank plc, 139-142 North Street, Brighton, BN1 1RU
The Central Board of Finance, Church of England Funds, 80 Cheapside, London, EC2V 6DZ

Administrative Information

- The Parish Church of Hove: St John the Baptist is situated at the corner of Palmeira Square in Hove. The parish is part of the Deanery of Hove, the Archdeaconry of Brighton and Lewes and the Church of England Diocese of Chichester.
- The Parochial Church Council (PCC) of St John the Baptist is registered with the Charity Commission as a charity (No 1146416). The correspondence address for the charity is The Church of St John the Baptist, The Vicarage, 119 Holland Road, Hove, BN3 1JS.

PCC Members

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

Vicar: Revd Dr Earl Collins.

Church wardens: Mrs Mary Thomas (Lay Chair)
 Ms Barbara Bush

Representatives on the Deanery Synod

Mr Tom Savage	Stood down April 2022
Ms Barbara Bush	Until APCM 2023
Mrs Mary Thomas	Until APCM 2025

Elected Members

Mr Trevor Beattie	Until APCM 2024
Mrs Julie Beattie	Resigned April 2021
Miss Lisa Godfrey	Until APCM 2025
Mr Chi Ho (Treasurer)	Until APCM 2025
Mr Tom Savage	Until APCM 2025
Ms Isla McFarlane	Until APCM 2024
Ms Sue Davidson	Until APCM 2023
Mr Andrew Maynard	Until APCM 2023
Mr John Browne	Resigned April 2022
Ms Erica Cheung	Until APCM 2024
Mr Mark Gower	Until APCM 2025

Aims and Purpose

St John the Baptist Hove is a Church of England Parish Church that seeks to enable people to live out their Christian faith as part of our parish community through: Worship, prayer and discipleship, provision of pastoral care for people in the parish and missionary and outreach work.

Objectives and Activities - Mission Action Plan

July 2021 saw the transition from one three-year Mission Action Plan in St John's to the next, so provided a timely opportunity, after the impact of the pandemic, to refresh our faith and purpose together, thinking carefully of the benefits we offer to our Church community, our Parish community and the wider community of the Church of England.

All of the congregation were invited to a Saturday morning workshop, at the end of July. There, we reflected on progress against the 2018-21 MAP, the local demographics, the Diocesan Mission and the context in which we are now living. With this last very much in mind, and our Mission Statement "Discovering and Sharing the Love of God" we revised our plan under the new headings of: Looking Forwards; Looking Out; Looking In.

From these discussions, a new MAP was drafted, circulated for comment amongst a group of lead volunteers from the Workshop, and then to the PCC for final approval at their meeting of September 2021.

The first six months of 2021 saw the conclusion of the 2018 - 2021 MAP. Objectives were severely challenged by the continuing high levels of COVID spread, but in summary were: Open our lives through Worship and Prayer; Share our lives together as a Christian Community; Work in partnership with community groups to assist those in need (material and spiritual).

Key benefits delivering against these ambitions in the new, pandemic context included: sustaining contact with parishioners in spite of church closures and restrictions; strengthening relationships with our co-inhabitants for the Church building, the Community Centre (Cornerstone – Charity Number 1024932) and Older People's Centre (Hop 50+ - Charity Number 276669), in order to actively support the wider community for example through provision of a Food Bank for those in greatest need in the area; maintaining the fabric of the church, Cornerstone and Hop50+ buildings despite closure and significantly reduced income for all; developing our technology offer ever more urgently, to enable this; maintaining a focus on alternative fundraising opportunities, in the face of reductions in collections, in hire fees, and in physically based social activities.

Our revised Mission Action Planning Group, from August 2021, focused on: **Looking Forwards**. This centres around, this year, making the Church entrance physically more attractive and welcoming; raising our technology and social media presence and capability, to reach out to those not currently attending the Church; devising and delivering new offers to attract the wider community into the Church building. **Looking Out** by: promoting the unity of service to the community offered by the 3 organisations together occupying our building; looking to further strengthen our fundraising; support

the homeless in the area. And finally, **Looking In**, which centres initially on: renewing and refreshing our forms of service; exploring and developing more active use of music in worship

Achievements and Performance

Key Achievements 2021 include:

Open our lives through Worship and Prayer:

- Continued to extend Pastoral visiting, through the effective creation of a Parish Visiting Team;
- Use of Zoom to deliver services and email for sacred and secular messaging;
- Revision of the standard Service booklet, to be more accessible whilst meeting COVID Regulations.
- During 2021 we held 67 Sunday Eucharist services, with an average attendance of 30.

Share our lives together as a Christian Community:

- Exploring and establishing rental groups interested in using the Church (Poetry Please and Young Actors Group);
- Revised the website and used it effectively for service advertising and Vicar's blog;
- Created and used a QR code for cash-alternative donations;
- Installed a Church WiFi;
- Opened each Wednesday, despite the limiting restrictions and in line with them, for any member of the community to call in.
- The Church was open during the week for 91 separate events (Morning Prayer, Compline, baptisms, funerals and more), with total attendance of 1,246 over the year.

Work in partnership with community groups to assist those in need (material and spiritual)

- Worked with Cornerstone to develop, staff and deliver a temporary Food Bank throughout February and March;
- Raised the funds, planned the work, and finally repaired the bell-housing, which had prevented our bell from ringing out for three years!

Under the new MAP 2021-2024, we have already delivered on:

Looking Forwards:

- Member of our congregation undertaking the Living Faith Course with the Diocese;
- Marketing of Christmas Services effectively undertaken via social media and website, saving significant resources;
- Sum Up card payment system successfully used at the Carol Service;
- Partners from Cornerstone, Hop50 and YMCA participated in delivery of Carol Service;
- Wording and graphics revised for Church noticeboards, to be more accessible and attractive.

Looking Out:

- Delivered a classical concert, bringing new people into the Church, and donating half the proceeds to a local Homeless Charity;
- Undertook Fareshare collections at Harvest and Christmas;

- Provided a location for the Swedish Church to celebrate services with the local Swedish community;
- Supported Cornerstone to identify and appoint a new Diocesan rep to their Board, further cementing our shared goals and capabilities;
- Deferred any rental review of HOP 50+, given the impact of COVID.

Looking In:

- Made further adjustments to our Risk Assessment, COVID Guidance and service provision in accordance with continuing changes in the national picture;
- Re-introduced Hymns and develop regular singing practice after the service;
- Introduced a Home Group, for informal discussion of the Scriptures;
- Maintained and further developed the Pastoral Visiting Team, keeping regular contact with those unable to attend the Church.

In addition to the specific activities above, the Church is intrinsically of benefit to the public, as demonstrated by the following examples:

- The Cornerstone Community Centre provides a wide and varied range of activities to the local community and is supported in doing so by a Maintenance and Upkeep only agreement with Church. Effectively, this “costs” the Church £17,500 a year in sacrificed rental income, in order to support community activities from Kindergarten to University of the Third Age.
- Provision of a garden for the local community and allocated gardening space for projects run by the HOP50+ Centre for older people
- The provision of space within the church for the activities of the Centre and Café for older people, at a tenth of true rental, similarly provides substantial support catering to the physical and mental wellbeing of its participants, and the rental sacrifice from the Church to this equates to £15,750 pa.
- Opening the Church safely, whenever possible during the pandemic, for Private Prayer and Reflection: this saw a greater than usual proportion of non-church attenders, who valued the safe and silent space.

Structure Governance and Management

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Powers Measure. The PCC is registered with the Charity Commission under the full title of “The Parochial Church Council of the Ecclesiastical Parish of St John the Baptist, Hove” (No 1146416).

Membership of the PCC is determined under the Church Representation Rules. It consists of ex-officio members: namely the churchwardens, and representatives on the Deanery Synod. In addition, as the Electoral Roll is over 50 but not more than 100 there can be 9 elected members of the laity who each serve for a period of 3 years. St John’s has adopted a policy where one third of the elected members come up for re-election each year at the annual Parochial Church Meeting (APCM). PCC members are trustees of the charity. Attendance at PCC meetings in 2021 was 93%.

Standing Committee

This is the only committee required by law. It has the power to transact the business of the PCC between meetings, subject to any directions given by the PCC. The Standing

Committee consists of the Priest in Charge, Churchwardens and other Church Officers (Secretary and Treasurer). This committee did not meet during 2021 with its full membership but monthly meetings continued between the vicar and churchwardens.

Building and Finance Committee

This is a sub-committee of the PCC which considers issues relevant to the maintenance of the building and the management of parish finances. It makes recommendations to the PCC for its consideration and comprises the Vicar, a churchwarden (Chair), PCC Secretary and Treasurer and three other parishioners.

Mission Action Planning Group

This is a sub-committee of the PCC which meets to monitor and oversee progress and priorities from our Mission Action Plan. It has a standing item at each PCC. It makes recommendations to the PCC for its consideration and comprises one Churchwarden and four members of the congregation.

4.1 PCC Secretary's Report

Tom Savage

There were 6 PCC meetings held. At each meeting the following were discussed or at least on the agenda: church fabric and maintenance; finance; safeguarding.

In the course of the year, the following main items were discussed:

- The impact of Covid-19 – Church closure/opening and risk assessments
- Mission Action Plan
- Church attendance
- Planned Giving, including online donations
- Safeguarding SQP training and accreditation
- Revised budget forecasts
- Grant applications for Quinquennial report
- Church policies
- Approval of draft reports for APCM

4.2 Churchwardens' Fabric Report

Mary Thomas

Between January and March, in response to Covid regulations the church was closed for in-person services. Worship, however, continued via Zoom and the annual preventative maintenance programme was started and completed to plan following Covid regulations then in force. In addition to these routine tasks, remedial action was taken to address issues identified during the annual Engineering Inspection, the annual boiler servicing and the flooding in the North porch. The latter had been caused by a dislodged tile. With agreement from our Inspecting Architect, we also made safe a small area away from public access on the gallery stairs where a section of a plaster board ceiling had detached itself. Unplanned expenditure was in the region of £750. We completed our programme of replacing the high level halogen spotlights with more efficient and economical LED equivalents.

We are delighted to report that under grant of a Faculty the following works were undertaken: repair to a small area of damage to the stained glass East window; installation of a safe access system to the bell platform; and significantly the long-awaited repair of the bell housing and installation of an electric chiming mechanism. All work was completed to plan with the help of grant funding from Sussex Historic Churches Trust, the All Churches Trust and generous donations from our parishioners. Members of the public have commented on how wonderful it is to hear our bell again after an almost three-year period of silence.

A weekly programme of cleaning the church interior is reliant on a small group of volunteers and we are ever grateful to them for keeping the church clean, tidy and welcoming. We would welcome additions to this team. Externally, our garden is well maintained and is hugely valued by clients of the Community Centre, the Older Peoples' Centre, and by the children of Amigos pre-school and by the local community. It is an oasis of calm in a busy part of Hove.

As ever we are grateful to Chris Woodley and his staff on the Flowerstand for keeping us supplied, at no cost to us, with wonderful flowers and with our Christmas tree.

Expenditure in 2022

In addition to our routine maintenance programme, and as part of our Mission Action Plan, we intend to undertake work to improve the area in and around our North porch entrance. The intended outcome is the increased visibility and attractiveness of St John's to support our already strong reputation for welcoming all once they enter the church.

This year we will have quinquennial inspections of our electrical systems and the building itself. We anticipate funds will be needed to implement any high priority recommendations contained in those individual reports and additional fundraising may be required.

4.3 Safeguarding Report

Lisa Godfrey

The safeguarding of children and adults continues to have a high profile in this parish as well as the church as a whole.

There have been no safeguarding issues noted over the past year.

All policies are up to date and all members of the PCC are fully compliant with their individual training.

The only new item to note is that all DBSs will now run for three years instead of five.

4.4 Electoral Roll Report

John Browne

Electoral Roll as at 31 December 2021: 75

New Members: 5

Moved or left: 1

Died: 4

4.5 Deanery Synod Report

Tom Savage

There were 2 meetings of the Deanery Synod held during the year: The main topics covered at the meetings were:

- The Diocese finances and the impact for individual Churches
- The Strategic Development fund
- The closure of the Trinity Trust

Risk Management

The PCC has ensured that the major risks to which the Church might be exposed (Governance, Operational, Financial, External/Environmental) have been identified by a risk analysis exercise. During 2021 the key elements within these areas were identified and mitigated as follows:

1. Governance: Lack of direction, strategy, and forward planning

Mitigation: The Vicar and Churchwardens met as permitted by pandemic regulations during 2021, and when they could not, continued business on-line to ensure prompt and effective response to the changing national context as well as continuing Church business. The Mission Action Plan was reviewed and rewritten for the forthcoming 3 years.

2. External/Environmental: Failure to respond appropriately to the Covid-19 pandemic. Inadequate, ineffective safeguarding arrangements for children, young people and vulnerable adults; reputational damage.

Mitigation: Following an early dedicated Covid-19 risk assessment, Government, Public Health England and Diocesan-compliant arrangements were implemented to safeguard parishioners and contractors and reviewed with each change to the regulations.

A safeguarding policy (in the public domain) is in place and reviewed annually. The Appointment of a Safeguarding Officer and attendance of all relevant church officials on a continuing programme of safeguarding training is monitored by the PCC at every meeting.

Close working relationships with key occupants, the Cornerstone Community Centre, Hop 50+ and the Flower Stand, plus a programme of preventative maintenance, ensures that the internal and external fabric of the church building is fully maintained. Regular, professional maintenance of the garden is a visible sign to the community that we are a strong and caring community.

3. Operational: Parishioner and community dissatisfaction; failure to maintain key parish services and weekly opening hours; poor succession planning.

Mitigation: A Complaints Policy is in place and reviewed annually. See Risk 2 above – alternative worship arrangements were implemented when forced to close during the pandemic. Contact was maintained with parishioners and worship material and

other spiritual resources were sent out electronically and in print. A monthly e-bulletin was circulated regularly, signposting parishioners to the latest pandemic updates, wider support resources, and day to day church news. The external church noticeboards were stringently kept up to date, to ensure that anyone in the community wishing to attend had clear guidance on when the church was open and in what capacity. The website was re-designed and launched, to improve e-communications to a much wider community beyond as well as throughout the Church. Special meetings of the PCC were held to address the need to identify and prepare church office holders, and to more effectively share the workload currently vested in a small number of individuals. A handover and transition programme was developed.

4. Financial: Failure to generate sufficient income and maintain agreed level of reserves.

Mitigation: The PCC has met regularly, in person or electronically, throughout the year to make key decisions on services and budgetary issues. Closure during the pandemic has impacted our income streams but the PCC has worked hard to look at all opportunities for savings, efficiencies, and alternative funding streams. It has again increased the number of parishioners contributing through the Parish Giving scheme, direct debits and standing orders and introduced electronic giving, e.g. via Just Giving and the use of a QR code. Contributions continue to be received from other occupants towards the maintenance of the building and garden, and to utility bills. Successful applications were also made for grant funding to assist with major repairs. Through these efforts and careful stewardship, we increased our contribution to the Parish Share and the reserve was maintained.

5. Physical: Risk of disrepair or damage to the fabric of the building, and harm to members of the public and volunteers.

Mitigation: The PCC has in place an annual preventative maintenance programme; insurance cover which includes buildings, contents, and employers and public liability; and a Health & Safety policy. All contractors and hirers are expected to have third party insurance. The Buildings and Finance Committee, a sub-committee of the PCC, considers all issues relevant to the fabric and maintenance of the building, including quinquennial inspection reports and health and safety requirements. Where appropriate it makes recommendations for action to the PCC. Day to day, individuals who identify any building issues are encouraged to report in the first instance, to the incumbent or churchwardens. The church is only open to members of the public when representatives are on site and a policy of no lone working is in place.

Vicar's Report for 2021

We began 2021 with a joyful event – my licensing as Vicar and Incumbent by Archdeacon Martin Lloyd-Williams, at the Sunday Eucharist on the 3rd of January. 2021 was also the year that our bell, following significant repairs, was once more able to ring out after three years of silence. Using the wonders of technology, Ken was able to ring it from his pew with less energy required than he had previously expended! Despite the immense challenges posed by the ongoing pandemic and even its potential resurgence in Advent, it is heartening to observe how the parish continued to respond positively throughout the situation. Public worship, when possible, was carried out enthusiastically notwithstanding the limitations, and pastoral care continued unabated. It was a great joy to me to serve God in this warm and hospitable parish and to see the spirit of cooperation that infuses it.

Regular Worship

The entire year continued to be affected by changing Covid regulations, so after my licensing we had to resort to Zoomed services again (Tuesday Compline included) for the rest of Epiphany tide until the 3rd Sunday of Lent, when we began to celebrate two Eucharists each Sunday (at 10.00am and 11.00am), an arrangement which lasted until Trinity 2, on the 13th of June. This was part of our response to managing the risks of infection-spread. A new laminated one-sheet Order of Service for the Sunday Eucharist was produced to encourage more interactive worship – more are planned to follow for the different liturgical seasons.

Our faithful organists continued to enhance our Sunday services – particularly appreciated when the possibility of singing was reduced. Judy Puttick has also continued to do excellent work in choosing hymns and animating our singing, with increasing assistance from new parishioners Rosemary and Bryan Shirley.

Having got Lent off to as good a start as possible with a Zoomed Ash Wednesday service on the 17th of February at 7.30pm, we were, fortunately, able to hold communal Holy Week services in 2021 -the Eucharist of the Lord's Supper on Maundy Thursday the 1st of April at 7.00pm, the Service of the Lord's Passion on Good Friday at 3.00pm and then the Eucharist on Easter Sunday morning. It was great to be able to celebrate together the most important services of the Church's Year.

When we resumed public worship, we began with a said celebration of the Eucharist but were able to add hymns following the 9th Sunday after Trinity. On the first Sunday the relief that we could at last once again engage in vigorous singing was very evident!

On Sunday the 3rd of October 2021 we celebrated the joyful baptism of baby Daniel Watson during our Sunday Eucharist, with a congregation augmented by Daniel's family. The Harvest Thanksgiving service on the 10th of October saw the return at last of a fully sung Eucharist (with the Gloria, etc.). It did not take long for the

congregation to engage fully once again. On this year's Festival of Christ the King, 2021, I was invited to preach at Evensong in the neighbouring parish of All Saints.

Thankfully on the 12th of December we were able once more to hold our annual carol service. It was well attended though with reduced numbers (140 participants) caused by anxiety about the recently appeared Omicron variety. At Christmas itself, for the same reason, we had smaller numbers than usual at our annual crib service and Midnight Mass, though we had higher attendance at the Christmas Day Eucharist and on St Stephen's Day (Boxing Day) immediately following it. I am reliably informed that this pattern of attendance was experienced nationally across the Church of England.

Plans were also launched following our Mission Action Planning meeting to explore some alternative worship styles once a month, incorporating different styles of music. Revd. Adele generously continued to replace the vicar, when necessary (e.g., during annual leave and illness), a support for which we are always very grateful.

Pastoral Care

We continued to offer pastoral care to parishioners and developed this further, with home visits when possible and regular telephone calls. In September we were delighted to learn that we had a new parishioner, Brenda Smith (107!) who had recently moved into Wavertree Care Home, located within our parish. Depending on changing regulations and the Covid situation we have been able to make visits to her. In 2021, the pastoral team made 50 house calls and 120 phone calls.

Following PCC approval, it was agreed that Sue Davidson would be commissioned in 2022 at a Sunday service as a Minister of the Eucharist, authorised to bring Holy Communion to the sick and housebound; and Pru White would renew her commitment as her ministration had been interrupted by the pandemic. Short Orders of Service have been produced for administering Holy Communion at home and in hospital, according to the authorised Anglican Rites.

On Saturday the 11th of September we celebrated the wedding of Rosemarie Jones and Norman Paba in our church and on the 24th of September we rejoiced to welcome once more the Swedish Lutheran community, with whom the Church of England enjoys full communion, for a celebration of their eucharistic liturgy.

A regular worshipper who joined us in 2020 expressed a desire for Christian initiation (Baptism, Confirmation and Holy Communion) and his instruction by the vicar with assistance from the parish will commence in 2022.

Funerals

In 2021 we held three funerals for beloved parishioners. Sheila Martin's took place on Friday the 16th of April at both our church and Woodvale Crematorium, and I presided both at the funeral service and at the final commendation. On the 10th of June, we held Harry Tuckwell's funeral at St John's and at the crematorium. On November the 11th Ernest Threshie's funeral took place also at Woodvale Crematorium, again with me presiding.

It had a been a particular wish of his, which providence enabled, that his funeral would be on Armistice Day. Sheila, Ernest and Harry, faithful and devoted members of our congregation, were much loved. They each received a great and moving send off from family, friends, and our parish community. Another of our longstanding and previously active parishioners, June Gillingham, also died in June, though I did not take her funeral.

Outreach to the Community

During winter, the church was open on Wednesdays for private prayer when we were unable to offer public services. As we had not normally opened in winter before (except for Morning Prayer and cleaning), this was a significant change to our previous pattern, in response to the pandemic.

Our church wardens and others continue to interact with the Cornerstone Community Centre and Hop 50+ in their excellent work for the community and the vicar re-established contact with the YMCA chaplain as the pandemic eased. We were delighted to welcome Alli Ollerenshaw, Chair of the Cornerstone Board, and the YMCA chaplain Lucy McGrath, to read at our 2021 carol service along with a representative range of parishioners.

Following the APCM, excellent work was also done in 2021 on our Mission Action Plan, (the committee steered by Barbara Bush), reshaping our pastoral outreach as a Christian community and projecting it into the future, in line with the Chichester Diocesan Strategy. Thanks to the efforts of Eleanor Ferguson our antiquated website was greatly renewed. Erica Cheung also provided excellent posters for our external notice boards.

An enjoyable and well attended harp and guitar concert was held in the church in November, with large numbers in attendance. The Church Wardens continue to interact with various groups (Poetry for Pleasure and the Young Actors Group) which use the building. A local residents' group also held their AGM in the church.

Future Prospects

Our central concern will always be to maintain a worshipping, praying, and expansive Church of England presence at the heart of Hove. To that end we will go on renewing our worship, offering Christian instruction and supporting the groups which work from our building (Hop50+ and Cornerstone). A major part of that must be gathering and consolidating our congregation after the trauma of the pandemic. We will also continue to develop our pastoral outreach to sick and housebound parishioners. The PCC will continue to explore the need for fundraising to preserve the building and build up the community so that we can fulfil our mission here. It is as ever a blessing for me to serve as vicar here, to lead the community in prayer and worship, and to experience its human richness!

Finance Report

Receipts

- The total receipts on general unrestricted funds received were **£52,586** and are detailed in the Financial Statements. This represents a 27% increase from the previous year (£41,447).
- Total receipts on designated funds for Church maintenance (stonework and quinquennial repairs) were **£16,829**.
- Planned Giving through standing orders and the Parish Giving Scheme (PGS) increased by 23% to **£15,760** (2020: £12,854).
- Collections at services increased by 104% to **£6,192** (2020: £3,043) of which Gift Aid donations represented 35% (£2,148).
- We have worked hard to encourage as many parishioners as possible to regularise their giving via the PGS or standing orders. We have also been encouraging online giving via the Church website and contactless giving as alternative ways to give for those who regularly donate by cash.
- St John's relies on the generosity of the congregation and the community to support its mission and ministry. The PCC was again very grateful to all who contributed financially to St John's during this difficult time through planned giving and one-off donations.

Payments

- Total payments from general unrestricted funds were **£35,140** and are detailed in the Financial Statements. This represents a 4% decrease from the previous year (£36,567).
- Total payments from designated funds for quinquennial repairs and garden improvements were £11,636.
- Net movement in funds on unrestricted (including designated) funds resulted in excess of receipts over payments of **£22,639**.
- The largest expenditure of the PCC was the Parish Contribution to the Diocese to cover ministry costs at St John's. This amounted to **£18,000** but falls below the £46,807 that the Diocese has allocated to St John's. The balance of the costs of ministry is borne by the Diocese as a grant to the parish.
- We need to explore and develop existing and new technologies to extend our outreach and to broaden the way we deliver our faith and service to our community through our Mission Action Plan.
- The closing balances in both unrestricted and restricted funds available to the PCC as at 31 December 2021 were **£75,588** and **£2,559** respectively.

Reserves Policy

It is PCC policy to try to maintain a balance of general unrestricted funds which equates to approximately three months' worth of unrestricted payments to ensure continued financial security and to provide for contingencies. The cash balance of £52,172 held on unrestricted (general) funds at the year end, together with the amounts payable to and by the PCC, was in excess of this target.

Designated funds are sums of unrestricted money earmarked by the PCC for specific purposes. Designated funds in respect of stonework repairs, garden improvements, organ repairs and quinquennial repairs stand at £7,205, £619, £1,000 and £14,593 respectively. The PCC may decide to set aside additional sums from its unrestricted funds in order to meet the cost of other future Church repairs and maintenance or contingences.

Signed on behalf of the PCC
on 29 May 2022

A handwritten signature in cursive script, reading "Earl Collins".

**Revd Dr Earl Collins - Vicar
Chair**

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST HOVE
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

Receipts and Payments Accounts

Receipts	Notes	Unrestricted		Restricted	Total	Total
		General Fund	Designated Fund		All Funds 2021	All Funds 2020
		£	£	£	£	£
<i>Voluntary Receipts</i>						
Planned Giving - Direct Debits		11,786	-	-	11,786	9,980
Planned Giving - Standing Orders		3,974	-	-	3,974	2,874
Collections at Services - Cash		4,044	-	-	4,044	2,188
Collections at Services - Gift Aid Envelopes		2,148	-	-	2,148	855
Sundry Donations and Appeals	3	5,884	880	-	6,764	4,078
Gift Aid recovered	4	4,495	-	-	4,495	5,069
Grants	5	-	2,800	-	2,800	-
Distribution - Hove Trinity Trust	6	-	11,500	-	11,500	-
Donations and legacies		1,000	-	-	1,000	-
		33,331	15,180	-	48,511	25,045
<i>Receipts from activities for generating funds</i>						
Trading Activities	7	1,579	-	-	1,579	552
		1,579	-	-	1,579	552
<i>Receipts from Church Activities</i>						
Rent from Church Lettings		742	-	-	742	656
Fees from Weddings & Funerals	8	1,271	-	-	1,271	631
Rent from Hop50+		1,750	-	-	1,750	1,750
Rent from The Flower Stand		8,100	-	-	8,100	9,600
Hop50+ Gas Bill		1,598	-	-	1,598	2,342
Cornerstone Community Centre Gas Bill	9	227	-	-	227	452
The Flower Stand Electricity Bill		127	-	-	127	9
VAT reclaims under LPoW	10	428	1,649	-	2,077	370
Contribution to Repairs from Tenants	9	2,603	-	-	2,603	2,798
		16,846	1,649	-	18,496	18,608
<i>Income from Investments</i>						
Bank interest		11	-	-	11	62
<i>Other incoming resources</i>						
Insurance claim		818	-	-	818	-
Total Receipts		52,586	16,829	-	69,415	44,267

Payments	Unrestricted		Restricted	Total	Total
	General	Designated		All Funds	All Funds
	Fund	Fund		2021	2020
	£	£		£	£
<i>Costs of generating Voluntary Income</i>					
Stewardship Costs	-	-	-	-	-
Expenses for fundraising	(311)	-	-	(311)	-
	(311)	-	-	(311)	-
<i>Church Activities</i>					
Missionary and Charitable Giving	(50)	-	-	(50)	-
Diocesan Parish Contribution	(18,000)	-	-	(18,000)	(19,343)
Clergy Expenses	-	-	-	-	-
Clergy Housing Costs (Utilities, Council Tax)	(3,921)	-	-	(3,921)	(4,482)
Deanery Synod Payment	(15)	-	-	(15)	(10)
Fees to Diocese	(653)	-	-	(653)	(1,012)
Church Insurance	(3,357)	-	-	(3,357)	(3,112)
Church Running Expenses (Utilities)	(2,619)	-	-	(2,619)	(3,306)
Church Maintenance	11 (4,467)	(11,636)	-	(16,103)	(5,356)
Upkeep of Services	(675)	-	-	(675)	(1,113)
Gardening	(645)	-	-	(645)	(733)
Mission & Hospitality	(427)	-	-	(427)	-
<i>Governance Costs</i>	-				
Independent Examination fee		-	-	-	(385)
	(34,829)	(11,636)	-	(46,465)	(38,853)
Total Payments	(35,140)	(11,636)	-	(46,776)	(38,853)
Excess of Receipts over Payments	17,446	5,193	-	22,639	5,413
Transfers between funds	-	-	-	-	-
Net movement in funds	17,446	5,193	-	22,639	5,413
Funds as at 1 January 2021	34,726	18,223	2,559	55,508	50,095
Funds as at 31 December 2021	52,172	23,416	2,559	78,147	55,508

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST HOVE
STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 31 DECEMBER 2021

	2021	2020
Monetary Assets	£	£
Current Account	66,983	44,344
CBF Deposit Fund	11,164	11,164
	78,147	55,508
Other Assets		
Debtors	553	1,419
	553	1,419
Total Assets	78,700	56,927
Liabilities		
Unpaid Diocesan fees	-	-
Other bills	-	-
	-	-
TOTAL ASSETS	78,700	56,927

MOVEMENT IN FUNDS

		Balance				Balance
		01/01/2021	Income	Expenditure	Transfer	31/12/2021
		£	£	£	£	£
Restricted Funds						
Sound System Fund	a	1,131	-	-	-	1,131
Garden Fund	b	1,428	-	-	-	1,428
		2,559	-	-	-	2,559
Unrestricted Funds						
General		34,726	52,586	(35,140)	-	52,172
Designated - Stonework	c	6,605	600	-	-	7,205
Designated - Garden	d	619	-	-	-	619
Designated - Organ	e	1,000	-	-	-	1,000
Designated - Quinquennial	f	10,000	16,229	(11,636)	-	14,593
		52,949	69,415	(46,776)	-	75,588
Total Funds		55,508	69,415	(46,776)	-	78,147

- a - Restricted Fund - sums given by F. Mann and held on trust for church sound system / worship area
- b - Restricted Fund - sums held on trust for church garden
- c - Designated Fund - sums set aside for stonework repairs
- d - Designated Fund - sums set aside for garden improvements
- e - Designated Fund - sums set aside for organ repairs
- f - Designated Fund - sums set aside for quinquennial repairs

Notes

1. The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments basis. It should be noted that the figures for 2020 have been restated where appropriate for comparison purposes.
2. The following assets are recognised but not valued in the Statement of Assets and Liabilities: moveable church furnishings held by the churchwardens on special trust by the PCC which require a faculty for disposal.
3. Sundry donations and appeals have increased by 66% representing the generosity of parishioners and non-parishioners through one-off contributions.
4. Gift Aid tax of £1,124 was received in respect of donations for the tax year 2020/21. A rebate of £485 was received via the Gift Aid Small Donations Scheme for tax year 2020/21. A further sum of £2,886 was received during the year via the Parish Giving Scheme.
5. Grants of £1,800 and £1,000 were received from the All Churches Trust and the Ian Askew Trust respectively - these sums have been set aside for quinquennial repairs.
6. A distribution of £11,500 was received following the closure of the Hove Trinity Trust - this sum has been set aside for quinquennial repairs.
7. Income from trading activities has increased by 186% and is in relation to various fundraising activities e.g. harp concert and Christmas Carol Service.
8. Fees from weddings and funerals comprise of £601 and £670 respectively. This represents a 101% increase from the previous year.
9. There were unpaid invoices at the end of the year due from Hop50+ (£315) and Cornerstone Community Centre (£238).
10. Tax rebates totalling £2,077 were received from the Listed Places of Worship grant scheme in respect of VAT incurred in carrying out repairs to the stained glass window and the bell housing.
11. Sums totalling £11,636 were paid from the designated quinquennial fund in respect of the ladder fabrication/safety system and restoration of the bell.

This Financial Report for the year ended 31 December 2021, including the notes, was approved by the PCC and signed on its behalf by



Revd Dr Earl Collins
Vicar

29 May 2022

The Independent Examiner's Report
Parochial Church Council of St John the Baptist, Hove (Registered Charity No. 1146416)

Independent Examiner's Report to the Parochial Church Council (PCC) of St John the Baptist, Hove

This is my report to the PCC of St John the Baptist, Hove ("the charity") on the annual report for the year ended 31 December 2021.

Respective Responsibilities of the PCC and the Examiner

The PCC members are responsible for the preparation of the accounts. The PCC members 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 general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the PCC 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

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:-

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

Signed 
Clare Osbond FCIE
12 Silverdale Road, Hove, BN3 6FE

Date 02/06/22