



“Discovering and Sharing the Love of God”

**Trustees' Annual Report and Financial Statements
of the Parochial Church Council
for the year ended 31 December 2022**

Registered Charity No. 1146416

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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	
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- 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

The following members have served as members of the Parochial Church Council from 1st January 2022 until the date of this report unless otherwise indicated. All PCC members serve as trustees of the registered charity.

Vicar: Revd Dr Earl Collins

Church wardens: Dr Janet Parrott
Ms Barbara Bush

Representatives on the Deanery Synod

Mrs Mary Thomas Until APCM 2023

Elected Members

Mr Trevor Beattie	Until APCM 2024
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
Ms Erica Cheung	Until APCM 2024
Mr Mark Gower-Smith	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

As reported in last year's Annual Report, our revised Mission Action Plan, covering the three-year planning period from August 2021 to July 2024, focused on: Looking Forwards; Looking Out and finally, Looking In.

We continued to assure the currency of these goals by making a presentation to the whole congregation in February 2022, updating congregants on progress and circulating a questionnaire to help focus on key priorities for the current year. Further, when an overlap between the work of the Events Group and the MAP Group became apparent, coupled with natural wastage in the membership of each group, these were merged mid-year for efficiency and re-energising.

Achievements and Performance

Key Achievements 2022, under the headings from the MAP to which they relate (in bold), include:

Looking Forwards – *More Open, More Holy*

We believe that St Johns is and will continue to be a key part of the community in Hove. To do that, it needs to continue to grow, to maintain and build on the many services needed in our community here; to work with the wider Deanery and Diocese to support our wider community there; and through that to deliver the love of God in practice.

- Member of our congregation completed the Living Faith Course with the Diocese;
- Regular attendance at and contribution to the Deanery Synod and Diocesan Events, to stay in touch with wider Church developments and needs;
- Recognition of services to the church by Mary Thomas, Churchwarden, through the award of the Order of St Richard at the Cathedral;
- Piloting and purchase of a Card Reader via a Diocesan Scheme, facilitating a significant shift from cash donations to card payments, apparent during the pandemic, at all services and events;
- Annual support of the Ride and Stride Event, which raises funds for the Sussex Historic Churches Trust
- Efforts to work with All Saints, Hove through the Strategic Development Funding on specific MAP aims, continue;
- Continued to interrogate our fundraising events to identify new opportunities and methodology for growth through. For example, the regular usage of Eventbrite, which both promotes the church through events marketing, and provides the

church with indicative numbers of attendees for efficient support arrangements and encourages attendance through ease of use and familiarity for the individual.

Looking Out – *More Open, More Apostolic*

To bring the best to Hove and to our Church, we need to work in unity and harmony with the many other groups committed to delivering to the local community. In a densely populated, small area, with a largely working age population many in individual households, our energy needs to focus on reaching out in a variety of ways and with other partners to meet those needs.

- Development and delivery of a regular programme of History Lectures, bringing new people into the church, as well as contributing to church funding;
- Overall charitable donations have increased, with contributions being made to:

Ukraine Appeal	£121
Clock Tower Sanctuary	£175
YMCA	£161
Sussex Historic Churches Trust	£478

- Provided a location for the Swedish Church to celebrate services with the local Swedish community, resulting in our invitation to participate in the Santa Lucia Service in Brighton this year;
- Worked with the Cornerstone Community Centre to complete the appointment of the new Diocesan rep to their Board, further cementing our shared goals and capabilities;
- Meeting with the Diocesan Fundraiser to share and discuss ideas for building the profile of St John's;
- Opening our garden for use by the YMCA and others in the community;
- Worked with the Palmeira and Adelaide Gardens Association to deliver a community event for the Queens Platinum Jubilee;
- Opened the Church on the sad death of our late Queen, Elizabeth II, for mourning and support;
- Throughout the year, worked in close partnership with the Cornerstone Community Centre to develop, staff and support a Food Bank. This has grown from a short term, pop-up, to a regular, weekly offer, based in Cornerstone, co-run and staffed between their volunteers and church members, and now including the opening of the Church as a registering and waiting area and storage space for goods to enhance the access to the Food Bank for those most vulnerable and in need in our community;
- Actively promoted and developed opportunities to host regular groups in the Church, including a weekly youth drama course;
- Deferred the rental review of HOP 50+, given the impact of COVID;
- Extended the hours of Wed Opening, as COVID allowed, to welcome visitors to the Church;
- Planned and delivered an evening event for our Welcomers, to share the challenges and discuss improvements;
- Opened for Heritage Open Day, welcoming additional visitors into the building;

- With the local Brunswick Society, hosted the local Primary School and parents to hold a Christmas Concert, followed by the lighting of the Hove Christmas Tree in Palmeira Square.

Looking In – *More Catholic*

To support all of the work we want to do in the community and for the church, we need to prioritise our own community at St Johns too. As well as continuing to share the love and joy of our faith through continuous strengthening of our forms of worship and prayer, we need to keep at the heart of that the call to service, so that we can truly deliver that Love to the wider community.

- Like most of the country as we moved through 2022, we gradually and cautiously made further adjustments to our Risk Assessment, COVID Guidance and service provision in accordance with continuing changes in the national picture, in consultation with our wider population, and were relieved to be able to look back on a strong safety record throughout this extremely challenging time, whilst celebrating the return to sharing our faith and worship;
- Fully re-introduced Hymns and returned to regular singing practice after the service, looking to further develop how we bring music into our services in the future;
- Ran a Home Group, for informal discussion of the Scriptures, until the Lent Course 2022 took over;
- Planned and delivered an Awayday for our PCC, as recommended by the Diocese, and carried the learning forward into our PCC Meetings.
- Provided pastoral visits to those unable to attend 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 HOP50+ 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 during COVID, was a conduit to essential services for the vulnerable. The rental sacrifice from the church to this equates to £15,750 pa.
- Signaling of major, national events: this year, firstly for the celebration of the late Queen’s Jubilee, and then sadly, her death. On both occasions we rang the bell, and opened our doors to the community.

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 a charity 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).

The role of the PCC is to promote in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. 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. Each trustee has certain legal responsibilities. These include; to ensure compliance with charity law and church (ecclesiastical) law, a duty of prudence to ensure the PCC remains solvent, and a duty of care to ensure the PCC is well-run and efficient. Attendance at PCC meetings in 2022 was 92%.

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 2022 with its full membership, but monthly meetings continued between the vicar, churchwardens and Sue Davidson.

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: Mission Action Plan, 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
- A revised Risk Assessment framework for the Church
- Church attendance
- Planned Giving, including online donations
- Safeguarding SQP training and accreditation
- Revised budget forecasts and Parish Share Pledges
- Church policies
- Approval of draft reports for APCM

4.2 Churchwardens' Fabric Report

Mary Thomas & Barbara Bush

As we progressed through 2022, and the threat of COVID declined following a new wave of anxiety created by the Omicron Variant in Dec 2021, the church gradually reduced those measures taken to comply with government and church pandemic guidance, in a careful and detailed consultation with our PCC and congregation. By the end of the calendar year 2022: Track and Trace and Social Distancing had been discontinued; the requirement for mask wearing gradually withdrawn; the one-way system for entry and leaving removed; and very happily for the congregation, post-service refreshments restored and last of all, the Common Cup, whilst all of these were made clearly optional at the individual's own choice.

The annual preventative maintenance programme was completed to plan. In addition to these routine tasks, remedial action was taken to address issues identified during the annual portable appliance testing, and the Quinquennial Electrical Inspection. This latter involved extensive repair and replacement to the lighting boards. All recommendations have been completed in-year.

Storm Eunice in the early part of the year dislodged a significant chunk of architectural masonry on the roof, causing extensive damage to the wider roof as it fell, creating potential blockages in the valleys of the roof and a risk of water ingress. Repairs were undertaken under the church Insurance Policy.

The Annual Inventory was completed in early March, and 13 Registers held in the church safe identified as appropriate now for removal to the County Archive at the Keep. At the same time, the lock on the church safe finally gave up the ghost, after decades of excellent service. Following the attendance of a number of specialists, it was agreed that a new safe be obtained, and moved to the Sacristy, to pre-empt continued water ingress damage and position it more conveniently for access. This was fitted in November.

The Quinquennial Inspection was undertaken late in the year, and the Report thus not received until 2023. Its overall conclusion was that the church is generally in good condition and is well-maintained. A significant development to which the church was

alerted, and seized, was the option to have a thorough aerial survey of the whole roof, via an expert Drone company. This not only provided assurance about the state of the roof, but also a pack of outstanding aerial views of the church and its surrounds.

In November, further severe weather created a leak in the ceiling of the Church toilet. Initial investigation identified potential damage to the asphalt over that part of the building, which was dealt with via a patch; but more worryingly, a longstanding water ingress issue in the adjoining part of the HOP 50+ rooms. As it is funded by Brighton & Hove City Council, HOP50+ called out the Council Surveyor to that, and we await his report.

During the year, research has been undertaken into replacement of the inner porch doors, in glass; replacement of the external Noticeboards; and renovation of the porch. The first was considered too expensive at this stage; the second has reached the stage of a final proposal, which will now pass into the Diocesan List B procedure; and the last awaits better weather to put it into effect.

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. They also serve often as an early warning system on any new fabric or maintenance issues.

Externally, our garden is well maintained in co-operation with our excellent gardener, and is hugely valued by clients of the Community Centre, the Older Peoples' Centre (HOP50+), by the children of Amigos pre-school and by the local community, including for example the YMCA this year on two occasions, and the weekly community market. 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 2023

In addition to our routine maintenance programme, and as part of our Mission Action Plan, we continue to target improvement of 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. Those costs, including the renovation of the porch; the replacement of the external Noticeboards; and the replacement of the largely decomposed planters, have yet to come through.

The cause of the new leak in the ceiling of the church toilet has yet to be identified, and is likely to require expenditure, having already required some spend for a temporary fix.

An analysis of the Quinquennial Inspection Report by the Building and Finance sub-committee will identify areas where we need to invest appropriately to maintain the building.

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.

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 Church has adopted the Church of England self-declaration form for DBS checks, in line with guidance.

4.4 Electoral Roll report

John Browne

Electoral Roll on 31 December 2022: 76 (*December 2021; 75*)

New Members: 2

Moved or left: 0

Died: 1

4.5 Deanery Synod Report

Tom Savage

Three meetings were held during the year: Key discussion topics covered at the meetings included:

- Mission Action Planning. Clarification of the process for reviewing parish MAPs; identifying areas of focus for the Deanery Map; allocation of 'lead' parishes to those focus areas and resourcing them.
- Diocesan, Deanery and parish finances. November's meeting focussed particularly on Parish Share contributions, including a requirement for parishes to increase contributions for 2023 and set aspirational targets for 2024 and 2025.

Risk Management

The PCC held a full review of its risks and strategies to deal with them, during 2022. We maintained our categories of risk (Finance, Operational and External/Environmental) and assessed the likelihood of a risk occurring, and its impact. These were all rated 1 – 5, 5 being the most serious.

The PCC and its various sub-committees work together to manage and mitigate these risks, with the Mission Action Plan closely linked to the ongoing sustainability of the Church.

Risk	Impact	Likelihood	Impact	Controls/Mitigation
FINANCE				
Failure to generate sufficient income from external sources.	Inability to deliver our Mission to parishioners and to the wider community.	4	4	<ul style="list-style-type: none"> - Close work with relevant external bodies. - Budget planning and regular PCC review of management information. - Encouraging Planned Giving and other donations.
	Inability to maintain building and fabric.	4	4	<ul style="list-style-type: none"> - Buildings and Finance group manage risks and resources
	Technology risks result in loss or diversion of funds.	3	4	<ul style="list-style-type: none"> - Payment systems and portals have effective controls in place. - Access and use of these systems is limited and controlled.
Failure to generate sufficient resources internally.	Decrease in attendance, volunteers and fund-raising events will all have an adverse impact on income.	4	4	<ul style="list-style-type: none"> - Parishioners encouraged to join Parish Giving Scheme. - Focus maintained on our Welcoming to engage new attendees. - Website and social media regularly renewed and updated to encourage attendance.
OPERATIONAL				
Lack of clergy and lay resource (including volunteers for various Church duties/activities) with appropriate skills and experience. Absence of succession planning	Inability to provide appropriate level of services and deliver Mission	4	4	<ul style="list-style-type: none"> - Any changes to service provision to be notified in advance to the PCC - Pastoral Care team established. - Ministers of Communion in place. - Availability of an affiliated retired clergy with Permission to Officiate - PCC annual review of volunteers (individuals and requirements) - Active encouragement of the congregation to increase their involvement in supporting the Church. - Complaints Policy in place - Website capability to provide alternative spiritual resource and other information. Care taken to ensure replacement clergy in the event of illness.
No strategic and tactical ability to plan for and respond to incidents and business	Inability to continue business operations at an acceptable pre-defined level			<ul style="list-style-type: none"> - Website capability to provide alternative spiritual resource and other information - PCC and Standing Committee can convene at short notice

disruption (business continuity management)				<ul style="list-style-type: none"> - Reporting Serious Incidents role holders appointed - Financial Risk management provides additional mitigants.
Lack of direction, strategy, and forward planning	Inability to deliver our Strategic Aims	3	4	<ul style="list-style-type: none"> - Mission Action Plan established and reviewed. - Committees & Sub-groups established: PCC, Standing Committee, Building & Finance, Warden & Clergy. - PCC away days.
EXTERNAL/ENVIRONMENTAL				
Failure to comply with statutory requirements or changes in external pressures	Significant loss of reputation; damage to parties involved; adverse publicity for St J's and wider CoE	3	5	<ul style="list-style-type: none"> - H&S policy established and reviewed - Serious Incidents Reporting process with named leads established for Charity Commission & CoE - Periodic review of risk profile
Failure to comply with CoE Safeguarding requirements	Significant loss of reputation; damage to parties involved; adverse publicity for St J's and wider CoE	3	5	<ul style="list-style-type: none"> - Safeguarding policy established and reviewed - continuing training for clergy and lay roles - DBS required and refreshed for appropriate roles - appointment of safeguarding officer
Failure to maintain the internal and external fabric	Significant disrepair to fabric resulting in costly repairs and potential injury to public and congregation	2	4	<ul style="list-style-type: none"> - Buildings and Finance committee manage a programme of regular preventative maintenance. - Quinquennial inspections programme. - Cooperative relations with other occupants and cost sharing.
Technology Risks; payment systems	Loss or diversion of funds.	3	4	<ul style="list-style-type: none"> - Payment systems and portals have effective controls in place. - Access and use of these systems is limited and controlled.

Review of the Year - Vicar's Report

Worship

We were relieved to be able to hold normal services throughout 2022 thanks to the decline of Covid and the relaxing of regulations. We were thus able to keep up our regular pattern of a 10.30am Sung Eucharist on Sundays (faithfully served by our three organists, Richard Toms, Miranda Prim, and Andrew Maynard), Compline (Night Prayer) at 7.30pm on Tuesdays, and Morning Prayer (9.00am on Wednesdays). In common with virtually all churches in the country our numbers had fallen following the pandemic but happily stabilised – and we also welcomed various new members to our congregation. Judy Puttick continued to choose hymns for the Sunday service

Lent 2022 was launched with a well-attended service of Ashing on Ash Wednesday. Our annual Lent Course was also held. Holy Week itself began with the procession of palms, beginning in the garden. On Maundy Thursday at 7.00pm we celebrated the Eucharist of the Lord's Supper with an hour's vigil afterwards. On Good Friday we held the Service of the Lord's Passion at 3.00pm. On Easter Sunday morning, at the Sung Eucharist, I blessed the Paschal Candle, and we renewed our baptismal promises as a parish.

2022 saw her late Majesty Queen Elizabeth's Platinum Jubilee. We rang the church bells to celebrate it on Pentecost Sunday (5 June) as well as showing people around the church in the afternoon. Little did we expect however that we would be celebrating a Requiem Eucharist for her repose on Sunday the 11th of September, following her death. May she rest in peace and rise in glory. The church was open for people to pray and sign the book of condolences on Saturday the 10th of September.

Also in September (the 23rd) we had a second visit from the Swedish clergy in London (the first one having been in March), Magdalena, Priest, and Kerstin, Deacon, who celebrated the Eucharist in our church with their community according to the Swedish rite. Along with Church Warden Barbara Bush, on Saturday October the 8th, I had the great joy of participating in the beautiful service in Chichester Cathedral for the conferral of the St Richard of Chichester Award on Mary Thomas in recognition of her service to the Church.

On Sunday the 9th of October we restored the administration of the chalice at the Eucharist - temporarily halted due to Covid regulations – with the possibility of receiving the consecrated host alone still remaining.

On Saturday the 4th of December Barbara Bush and I participated in the beautiful candle-lit Swedish service for Santa Lucia, held at St Bartholomew's Church, Brighton. Our own Christmas worship began with the annual carol service on the 11th of December) accompanied by the Brighton City Singers, at which parishioners and representatives of Cornerstone Community Centre and the YMCA read lessons. A tremendous encouragement in 2022 was that the crib service saw 75 people (parents and children) in attendance, a great increase on 2021. Midnight Mass and the morning Eucharist also saw greater numbers in 2022.

The parish has also benefited from the ministrations of the Revd. James McMahon, an NHS Mental Health Chaplain, who presided at worship on a number of occasions. At Tuesday Compline we have also had Barbara Bush, Sue Davidson and Erica Cheung leading worship.

Pastoral Care

In January 2022 assisted by the Revd James McMahon, I baptised Thomas Thorley, an adult, in the church, with his family and friends participating. With the return to more normal conditions following the relaxation of Covid regulations, our pastoral team has been able to minister more easily to our housebound parishioners, making visits and bringing Holy Communion. Between us we have made over 100 home visits and numerous pastoral telephone calls, Erica Cheung agreed in 2022 to join the pastoral team and be commissioned as a Minister of Holy Communion, which will take place in 2023.

On Saturday the 25th of November, the PCC held an Away Day, largely organised by Barbara Bush, at Bishop Hannington Church, Hove. We looked at the mission and working of a PCC according to the mind of the Church of England, to enable us to serve the parish's pastoral mission more effectively.

Funerals

Sadly, we held the funeral of Meryl Williams, a parishioner, on Tuesday 17 May. The funeral service was led in church by the vicar, with the Revd James McMahon preaching, followed by the cremation at Brighton Crematorium. May Meryl rest in peace and rise in glory.

Outreach to the Community

The church was open from Spring 2022 (9.00am – 2.00pm) until the end of October for people to pray or simply visit.

One of the most important developments of 2022 was the reestablishment of the Cornerstone Foodbank by Alli Ollerenshaw and a team of dedicated volunteers, which included members of St John's congregation. Working in close collaboration with Cornerstone we opened the church on Friday afternoons to facilitate that and to provide storage space for the food collections. This was a new expression of outreach and connection with the local community, in accordance with the vision of our Mission/Action Plan (MAP).

On Saturday the 10th of September we opened the church for most of the day, offering tea and coffee to those taking part in the annual 'Ride and Stride' (and English Heritage Open Day) events.

Our relationship with Cornerstone Community Centre continued to thrive, with the welcome appointment of Katherine Prior as Diocesan representative to the Cornerstone Board joining the vicar, Lisa Godfrey and Stewart Davidson as parish representatives.

As mentioned above, we participated in the local events organised around the late Queen's Jubilee and funeral.

Shortly before Christmas the vicar and Sue Davidson welcomed the Amigos group of children from Cornerstone, to see the Christmas crib. It is planned to invite them again before Easter 2023

Fundraising Efforts

The fundraising efforts begun by our action planning group continued to bear fruit in 2022, with a regular series of well attended history talks on Thursday evenings, organised by Isla and Stu. In late April and early May, Church Warden Barbara Bush undertook the 100-mile walk (the South Downs Way) which brought in much needed funds and for which the parish was very grateful. In 2022 Trevor Beattie also ran his popular and entertaining Magic Lantern show which brought many people into the church.

Future Prospects

After Mary Thomas completed her period of service as Church Warden in 2022, Janet Parrott assumed that responsibility – a very welcome appointment for our parish!

In 2023 we will continue to fulfil our principal mission: to be a lively parish of the Diocese of Chichester in the Church of England, a living presence witnessing through worship/prayer, pastoral outreach, and availability to the local community to God's love made know to us in Jesus Christ our Lord.

An essential part of that continues to be our home ministry and our interaction with our immediate neighbours, Cornerstone and Hop+ and the YMCA. The efforts put into fundraising will continue so that the building which we hold in trust can continue to be a worthy meeting place for the Body of Christ. We look forward in faith and hope to another year of service of the Lord.

Finance Report

Receipts

- The total receipts on general unrestricted funds received were **£62,523** and are detailed in the Financial Statements. This represents a 19% increase from the previous year (£52,586).
- Total receipts on designated funds for Church maintenance (stonework and quinquennial repairs) were **£3,600**.
- Planned Giving through standing orders and the Parish Giving Scheme (PGS) increased by 20% to **£18,896** (2021: £15,760).
- Collections at services increased by 18% to **£7,321** (2021: £6,193) of which Gift Aid donations represented 34% (£2,519).
- We have continued to encourage parishioners 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.
- Receipts from trading activities increased by 102% as a result of the efforts put into fundraising events e.g. history talks and Magic Lantern Show which generated much needed funds.
- 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 to St John's during this difficult time.

Payments

- Total payments from general unrestricted funds were **£51,748** and are detailed in the Financial Statements. This represents a 47% increase from the previous year (£35,140).
- Total payments from designated funds for quinquennial repairs and garden improvements were £3,032.
- Net movement in funds on unrestricted (including designated) funds resulted in excess of receipts over payments of **£11,343** (2021: £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 **£25,000** but falls below the £49,157 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 2022 were **£86,931** and **£2,559** respectively.

Reserves Policy

It is PCC policy to try to maintain a balance of general unrestricted funds which equates to approximately four months' worth of unrestricted payments to ensure continued financial security and to provide for contingencies. The cash balance of £12,947 held on unrestricted (general) funds at the year end, together with the amounts payable to and by the PCC, was below 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, Contingency and Quinquennial Repairs stand at £7,805, £589, £1,000, £50,000 and £14,591 respectively. The Contingency Fund is held in The CBF Church of England Deposit Fund which benefits from competitive rates of interest therefore providing further income for St John's. The fund is for unexpected expenditure e.g. increase in cost of utilities (which may not be recovered from Hop50+ or Cornerstone), emergency repairs and maintenance as a result of damage from natural disaster.

Restricted funds are sums of money that are held on trust for particular purposes. Restricted Funds in respect of the Sound System and the Garden stand at £1,131 and £1,428 respectively relating to two legacies.

Signed on behalf of the PCC
on 23 April 2023

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

**Revd Dr Earl Collins - Vicar
Chair**

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST HOVE
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

Receipts and Payments Accounts

Receipts	Notes	Unrestricted		Restricted	Total	Total
		General	Designated		All Funds	All Funds
		Fund	Fund	Fund	2022	2021
		£	£	£	£	£
<i>Voluntary Receipts</i>						
Planned Giving - Direct Debits		15,642	-	-	15,642	11,786
Planned Giving - Standing Orders		3,254	-	-	3,254	3,974
Collections at Services - Cash		4,802	-	-	4,802	4,044
Collections at Services - Gift Aid Envelopes		2,519	-	-	2,519	2,148
Sundry Donations and Appeals	3	4,890	600	-	5,490	6,764
Gift Aid recovered	4	7,125	-	-	7,125	4,495
Grants	5	-	3,000	-	3,000	2,800
Distribution - Hove Trinity Trust		-	-	-	-	11,500
Donations and legacies		-	-	-	-	1,000
		38,232	3,600	-	41,832	48,511
<i>Receipts from activities for generating funds</i>						
Trading Activities	6	3,166	-	-	3,166	1,579
		3,166	-	-	3,166	1,579
<i>Receipts from Church Activities</i>						
Rent from Church Lettings		642	-	-	642	742
Fees from Weddings & Funerals	7	314	-	-	314	1,271
Rent from Hop50+	8	1,313	-	-	1,313	1,750
Rent from The Flower Stand		7,800	-	-	7,800	8,100
Hop50+ Gas Bill		2,992	-	-	2,992	1,598
Cornerstone Community Centre Gas Bill		419	-	-	419	227
The Flower Stand Electricity Bill		73	-	-	73	127
VAT reclaims under LPoW		-	-	-	-	2,077
Contribution to Repairs from Tenants	8	2,975	-	-	2,975	2,603
		16,527	-	-	16,527	18,496
<i>Income from Investments</i>						
Bank interest		74	-	-	74	11
<i>Other incoming resources</i>						
Insurance claim	9	4,524	-	-	4,524	818
Total Receipts		62,523	3,600	-	66,123	69,415

Payments	Unrestricted		Restricted	Total	Total
	General	Designated		All Funds	All Funds
	Fund	Fund		2022	2021
	£	£		£	£
<i>Costs of generating Voluntary Income</i>					
Stewardship Costs	(82)	-	-	(82)	-
Expenses for fundraising	(175)	-	-	(175)	(311)
	(257)	-	-	(257)	(311)
<i>Church Activities</i>					
Missionary and Charitable Giving	(838)	-	-	(838)	(50)
Diocesan Parish Contribution	(25,000)	-	-	(25,000)	(18,000)
Clergy Expenses	-	-	-	-	-
Clergy Housing Costs (Utilities, Council Tax)	(4,080)	-	-	(4,080)	(3,921)
Deanery Synod Payment	(15)	-	-	(15)	(15)
Fees to Diocese	(142)	-	-	(142)	(653)
Church Insurance	(3,206)	-	-	(3,206)	(3,357)
Church Running Expenses (Utilities)	(3,973)	-	-	(3,973)	(2,619)
Church Maintenance	10 (11,044)	(3,002)	-	(14,047)	(16,103)
Upkeep of Services	(1,454)	-	-	(1,454)	(675)
Gardening	(576)	(30)	-	(606)	(645)
Mission & Hospitality	(814)	-	-	(814)	(427)
<i>Governance Costs</i>					
Independent Examination fee	(350)	-	-	(350)	-
	(51,491)	(3,032)	-	(54,523)	(46,465)
Total Payments	(51,748)	(3,032)	-	(54,780)	(46,776)
Excess of Receipts over Payments	10,775	568	-	11,343	22,639
Transfers between funds	(50,000)	50,000	-	-	-
Net movement in funds	(39,225)	50,568	-	11,343	22,639
Funds as at 1 January 2022	52,172	23,416	2,559	78,147	55,508
Funds as at 31 December 2022	12,947	73,984	2,559	89,490	78,147

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST HOVE
STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 31 DECEMBER 2022

	2022	2021
	£	£
Monetary Assets		
Current Account	28,326	66,983
CBF CoE Deposit Fund	61,164	11,164
	89,490	78,147
Other Assets		
Debtors	1,861	553
	1,861	553
Total Assets	91,351	78,700
Liabilities		
Unpaid Diocesan fees	-	-
Other bills	-	-
	-	-
TOTAL ASSETS	91,351	78,700

MOVEMENT IN FUNDS

		Balance				Balance
		01/01/2022	Receipts	Payments	Transfer	31/12/2022
		£	£	£	£	£
Restricted Funds						
Sound System Fund	a	1,131	-	-	-	1,131
Garden Fund	b	1,428	-	-	-	1,428
		2,559	-	-	-	2,559
Unrestricted Funds						
General		52,172	62,523	(51,748)	(50,000)	12,947
Designated - Stonework	c	7,205	600	-	-	7,805
Designated - Garden	d	619	-	(30)	-	589
Designated - Organ	e	1,000	-	-	-	1,000
Contingency Fund	f	-	-	-	50,000	50,000
Designated - Quinquennial	g	14,593	3,000	(3,002)	-	14,591
		75,588	66,123	(54,780)	-	86,931
Total Funds		78,147	66,123	(54,780)	-	89,490

- 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 - Contingency Fund - sums set aside for unexpected expenditure e.g. utilities price increases (which may not be recovered from Hop5+ and Cornerstone), emergency repairs as a result of damage from natural disaster
- g - Designated Fund - sums set aside for Quinquennial inspections programme: this includes a report of the fabric of the building which have defects requiring repair. Funds are also set aside for the electrical inspection and associated remedial works

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 2021 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 representing one-off contributions have decreased by 19%.
4. During the year a total of £7,125 was received through Gift Aid claims in respect of the tax year 2021/22. This includes £2,044 via the Parish Giving Scheme and £1,230 via the Gift Aid Small Donations Scheme.
5. A grant of £3,000 was received from Sussex Historic Churches Trust. This sum has been set aside for restoration of the bell.
6. Income from trading activities has increased by 102% and is in relation to various fundraising activities e.g. Ride & Stride, History Talks and Christmas Carol Service.
7. Fees from weddings and funerals comprise of £48 and £266 respectively. This represents a 75% decrease from the previous year.
8. There were unpaid invoices at the end of the year due from Hop50+ (£43), Cornerstone Community Centre (£85) and Brighton & Hove City Council (£1,733).
9. A sum of £4,524 has been received in relation to an insurance claim for roof repairs following storm damage.
10. Sums totalling £3,002 were paid from the designated quinquennial fund in respect of the 5-year electrical inspection and associated remedial works.

This Financial Report for the year ended 31 December 2022, including the notes, was approved by the PCC and signed on its behalf by



Revd Dr Earl Collins
Vicar

23 April 2023

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 2022.

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

30/05/23