

THE PARISH of WORTHING - CHRIST CHURCH

England & Wales · Charity number 1152846

Details

Other names	PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WITH CHRIST CHURCH, PAROCHIAL CHURCH COUNCIL OF WORTHING CHRIST CHURCH, PCC OF HOLY TRINITY WITH CHRIST CHURCH, WORTHING
Status	Registered
Legal form	Previously excepted
Registered	2013-07-12
Register	View on the Charity Commission register

Contact

Address	Christ Church Grafton Road Worthing BN11 1QY
Phone	01903215343
Email	christchurchadmin@btinternet.com
Website	www.christchurchworthing.org.uk

Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Activities: Church of England

Classification

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

Geography

- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£41,786	£58,533	-	-
2023-12-31	£80,614	£93,591	-	-
2022-12-31	£101,299	£392,178	-	-
2021-12-31	£46,918	£99,924	-	-
2020-12-31	£49,909	£95,391	-	-

Trustees

Name	Role	Appointed
Rev Samuel Reuben Buck	Chair	2026-01-31
ANDREW EGGLETON		2023-05-14
DOROTHY ANN FOAN		2013-07-08
DR JOHN BULL		2013-07-08
Evelyn Gwatkin		2024-05-26
Janet ATKINSON		2019-04-28
LORRAINE ROBERTS		2016-04-24
Norma Carter		2024-05-26

Accounts

ANNUAL REPORT and FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL TRUSTEES
for the
PARISH of WORTHING – CHRIST CHURCH
For the year ended 31st December 2024

Registered with the Regulator for Charities in England and Wales

Charity Registration Number 1152846

Bankers:

Lloyds Bank, South Street, Worthing
BOOM Community Bank [Formerly West Sussex Credit Union]

Independent Examiner:

Independent Examiners Ltd
Unit 2 The Broadbridge Business Centre
Delling Lane
BOSHAM
West Sussex PO18 8NF

Bookkeeper

Trust Advice Limited

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THE TRUSTEES of the PAROCHIAL CHURCH COUNCIL
of the

PARISH of WORTHING - CHRIST CHURCH

Christ Church, Grafton Road, Worthing.

Report for the year 2024

1st January to 31st December

Aim and Purposes

The primary objective of Christ Church is the promotion of the Gospel of Jesus Christ, according to the doctrines and practices of the Church of England. The Parochial Church Council [PCC] has the responsibility of promoting, in the ecclesiastical parish, the whole mission of the Church pastoral, evangelistic and ecumenical.

Vision, Objectives and Activities

The mission of Christ Church is to live and show Christ's love to the Parish and Community we serve to each other and to the town in which we live.

The Benefice of Worthing - Christ Church came into being as the result of a Pastoral Scheme ratified by the Church Commissioners on 21st August 2018. The scheme came into effect on 1st September 2018. The primary objects of this new Parish remain as detailed above.

In our Mission Action Plan, the PCC set out the following objectives:

- Enabling as many people as possible to worship at our church, and
- Enabling as many people as possible to become part of the parish community at Christ Church.

The Parish has been without a priest for various reasons since March 2020.

The Parish has remained in vacancy. Sequestration/interregnum under the guidance of the Churchwardens, Rural Dean and a retired Archdeacon commenced from 23RD August 2023.

The Churchwarden and PCC are Trustees of the Charity named Parish of Worthing – Christ Church, maintain an overview of worship, outreach and financial stewardship throughout the parish and make suggestions on how our services and stewardship can involve the many groups and organisations that live within our parish.

The PCC are mindful of scripture [Matthew 6 [NIV]] and in this context fulfil its direction as well as applying Charity law and legal statutes in relation to those in whom we serve in our Aims, Purposes, Objectives and Activities.

The Churchwarden is entrusted to look after the spiritual needs and growth of not only the congregation, but the whole parish which includes the Civic and Town Centre, the Town Hall, and its administrative buildings; all staff of the shops, offices, and commerce, including law enforcement, the people who travel to the town for shopping and for the holidaymakers.

Christ Church is a town centre church with town centre aspirations of reaching out to all who live in and visit our parish.

The Outreach committee plan the many activities throughout the year and when planning, our Minister and the PCC have consideration of the Charity Commissioners' guidance on public benefit and the specific guidance on 'charities for the advancement of religion.' We try to enable local people to live out their faith as part of our community through:

- Worship and prayer; learning about the Gospel; developing their knowledge of, and trust in Jesus,
- Provision of pastoral care for people living and working in the parish,
- Mission and outreach work.

Our Service to the Community, Mission & Pastoral Care

Services, on alternate weeks, will be Morning Prayer and Holy Communion and begin at 10:30 am. On alternate Sunday Evenings there is a Book of Common Prayer Service and Thursday mornings a Book of Common Prayer Service Holy Communion which begin at 6:00 pm and 10:30 am respectively. All information is clearly displayed on the two Church notice boards to the

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A magazine is published monthly and delivered to the community. A pew sheet, which includes all services and activities is produced weekly. All of which is published on the Church website. There is also a facility, on the website, for folk to contact the Church laity or the Minister for advice on weddings, funerals, christening, and historical matters relating to the Churchyard.

Church Life & Review of the Year

Attendance for services averaged at between fifty and fifty-five per week.

The Christ Church family are practical, faithful Christians who welcome visitors from within as well as outside the parish boundary. People attend by personal choice and, it is our pleasure to welcome any age from all levels of society to take part in the life of the church, to know the Lord and to want to know the Lord through our actions, our scriptural life, and our services.

There are many visitors throughout the week and on Sunday services. All visitors are welcomed into the Church and there will be someone to offer help and guidance on the Anglican Communion. Visitors of all faiths are welcomed, and their particular interest is when the building was built and the origins of the Church of England. Christ Church has a useful booklet on the history of the Church building and its congregation past and future.

Most of the Christ Church family have undergone familiarity sessions in understanding dementia and received their Dementia Friendly recognition. Christ Church will continue to offer use of the building to local community groups. All meet without charge as the PCC deem this a community initiative and public benefit.

The Parish Team

Churchwarden/Sequestrators

Kenneth Hobbs – Resigned from 27th September 2024

The Reverend Felix Smith - Rural Dean

The Venerable The Reverend Chris Skilton

Laity

Janine Hobbs - Safeguarding Officer/PCC Secretary - Resigned 26th June 2024

Janine Hobbs - Parish Administration – Resigned 31st December 2024

Ann Photiades - Resigned 31st December 2024 but continues with Janet Atkinson – assisting in administration

Lorraine Roberts – Verger

John Collins – Organist

Sylvia Anning – Sacristan

Andrew Eggleton – Pianist

Finance Officer - Kenneth Hobbs

At the PCC meeting dated 26th June 2024, the Treasurer announced he would no longer carry the role. As there was nobody willing to take on the role, it would default to the churchwarden. However, if the churchwarden steps down, the role could revert to an appropriate person appointed by the PCC, not necessarily on the PCC. He quoted the Church representation rules. ***Church Representation Rules part 9; section A; M20 [3] sub para[a] [b] & [4]***. Ken explained that if this were to happen, he would carry the finances only to the end of the financial year. There was no objection from the PCC. A bookkeeper was sought, from Trust Advice Limited, and took over as the person responsible in accordance with the above Church rules. The Finance Officer will act as conduit to ensure accurate governance takes place and to ensure the accounts are passed to Independent Examiners.

Hall Management – Dorothy Foan and Church family.

Dr John Bull – Publicity

and a body of folk, Sylvia Anning, Joan Wyatt & Angela Campbell-Dunlop & Susan Caple who deal with the cleaning, brasses and flower decoration of the Church

The role of the Churchwarden and the Vestry Meeting

Churchwarden is a Bishop's Officer and senior lay representatives of the parish. The role is extremely varied but involves management, maintenance, and mission in accordance with the Churchwardens Measure 2001 and the Canons of the Church of England [Canon E1]. They are foremost in representing the laity and in co-operating with the Minister, and they have a duty to maintain order and decency in the church and churchyard, particularly during the times of divine service.

In cooperation with Clergy, they are responsible for the day-to-day functioning of the parish. In relation to safeguarding, the churchwardens work with the PCC and parish safeguarding officer. They are charged with active participation in the Church's mission –

“...use their best endeavours by example and precept to encourage the parishioners in the practice of true religion and to promote peace and unity among them”.

- Ensure that in the period of a vacancy [during an interregnum], that the incumbent's safeguarding roles and responsibilities are fulfilled, in consultation with the PCC, parish safeguarding officer and the rural dean,
- Pay attention to the specific needs of children and vulnerable adults when undertaking health and safety inspections and risk assessment; Ensure that risk assessments are carried out before new activities are undertaken,
- Ensure that all parish activities with children and vulnerable adults are supervised and insured,
- Ensure that the parish has procedures for responding to complaints and grievances,
- Answer questions regarding safeguarding as they arise in the archdeacon's visitations, and respond to any specific safeguarding advice, which may be given from the archdeacon,

As to duties previously owed by the churchwardens with respect to:

[a] The financial affairs of the church including the collection and administration of all moneys raised for church purposes and the keeping of accounts in relation to such affairs and moneys.

[b] The care maintenance preservation and insurance of the fabric of the church and the goods and ornaments thereof. *[Details of which are itemized in the Church Financial Report]*

indemnified, and maintenance of any churchyard [open or closed]...; as to any duties under enactments imposing duties on churchwardens, vestries, or church trustees; s.6[4] as to the duty to keep the diocesan authority

indemnified; and as to the provision of financial statements to the annual parochial church meeting.

In accordance with The Churchwardens [Appointment & Resignation] Measure 1964 replaced by the Churchwarden Measure 2001, a meeting is held separately, and the nomination is received by the Minister or Vice Chair [in Ministers absence] prior to the meeting, which is held no later than 31st May [Rule change from 2020] and prior to the APCM.

**Vestry Meeting
Election of Church Warden
held prior to the Annual Parish Church Meeting [APCM]
on Sunday 26th May 2024**

Nominated at the Vestry Meeting for 2024-2025 and elected were:

**Mr Kenneth Hobbs
Resigned from 27th September 2024**

As ex officio member of the Parochial Church Council – he is not a member of the Council.

The Annual Parish Church Meeting held on Sunday 26th May 2024.

Structure, Governance and Management

The PCC met many times during 2024. The Standing Committee met once. The average level of attendance at the PCC is given as 100% and at Standing Committee 100%. Various other committees delegated from the PCC were able to meet.

The PCC are the main decision makers of the parish. The PCC is made up as follows: - Ex Officio : Clergy, Churchwardens, Deanery, and others elected by the APCM of the parish. Its powers and duties are defined by legislation and can principally be found in the Parochial Church Councils [Powers] Measure 1956.

This responsibility is to promote the mission of God in the parish. Legally, the PCC is responsible for the finances of the parish. It also has ultimate responsibility for the care and maintenance of all church buildings and their contents.

The Churchwardens and Sequestrators role is to provide leadership concerning safeguarding, and to encourage everyone to promote a safer church. Although these responsibilities are executed by the Safeguarding Officer and Churchwardens, all PCC members, as trustees, share in the oversight of the Charity.

The PCC has a voice in the forms of service used by the church, with the guidance from their Sequestrators and Churchwardens, and may make representations to the Bishop on matters that affect the welfare of the parish. *During interregnum responsibility falls to the PCC, as Trustees of the Charity

The PCC is registered with the Charity Commission as required by the Charities Act 2022. It must comply with the Charity Commission guidance and legislation in relation to registered charities. Every member of the PCC is also a charity trustee and has collective responsibility for the decisions and actions taken on behalf of the charity and the church fellowship.

The PCC adhere to the principles and guidance from the Charity Commission document PB2 [The Prevention or Relief for the Public Benefit]

Membership of the PCC and Standing Committee is determined under the Church Representation Rules – Appendix II Rule 13 & 14 [a] [b], according to Electoral Roll [ER] numbers for the whole Parish. The PCC would consist of ex-officio members [Incumbent, Priest-in-Charge, Curate, and those licenced to officiate in the church], the Churchwardens and members of the Deanery, plus readers and members of the Church. *[Those in parentheses would not be entered onto the ER]*

Church Attendance & Electoral Roll

There were 66 members on the Church Electoral Roll [ER] at the beginning of June 2024. The Electoral Roll is reviewed annually. The next renewal of the register will be 2025. Members are warmly encouraged to stand for election to the PCC and we welcome a balance of skills and experience where possible.

At present the application of the rules is interpreted as follows: -

The Parochial Church Council [PCC] for 2024 – 2025

Nominated at the APCM for 2024-2025 and elected were:

Mrs Dorothy Foan, Mrs Janet Atkinson, Mr Andrew Eggleton, Mr Robin Biggs, Mrs Evelyn Gwatkin, Dr Anthony Stead, Miss Sylvia Anning and Mrs Norma Carter.

Ms Sally Turley resigned 25th June 2024 Mrs Janine Hobbs resigned 26th June 2024 & Doctor Anthony Stead resigned 1st September 2024

Nine persons able to be proposed from the parish to the APCM, and nine proposed, nominated, and then confirmed and voted for at the APCM.

It is the vote of the PCC that members are elected annually. This decision is reviewed six yearly and was again supported by the APCM in 2019. The next Review will be in 2025 to take effect from APCM in 2026.

Deanery Synod Representatives: for 2023 - 2026

Three persons can be elected to Deanery Synod – three people were nominated and elected in 2023: Dr. John Bull and Mrs Lorraine Roberts for a three-year tenure.

PCC Elected Minute Secretary

Mrs Janine Hobbs resigned 26th June 2024
Mrs Carol Warrington took post 1st August 2024

Standing Committee Meetings

The Standing Committee, for 2024: - Churchwardens, PCC Secretary and the Parish Treasurer and 2 PCC members and at the discretion of the Standing Committee, other interested folk who will contribute to an issue involving a decision.

Governance

The parish has a robust safeguarding policy and procedure, with new members to be trained as soon as possible. Safeguarding is a permanent agenda item on each full PCC meeting. Christ Church is also a Dementia friendly church, having undergone dementia training and understanding.

In order to conform with all standards required of the Charity by the Charity Commission, the parish is compliant and has in place policies and guidelines and training, which includes Disclosure & Barring Service [DBS] on the following: -

Complaints; Disciplinary; Employer/Employee contract and conduct; Safeguarding [Child Protection & Vulnerable Adults] – [The Safeguarding Officer, has been informed by the DBS, that there is no need for DBS checking of the Churchwardens or PCC members, because the Trustees do not employ anyone to work with children or vulnerable adults]; Grievance; Finance; Risk Management; Volunteers; Health & Safety; Conflict of Interest and Equality. The Policy document is reviewed annually and will include new guidelines as and when required.

The parish is also compliant with the General Data Protection Regulations [GDPR] and is 100% compliant with all Safeguarding issues required by Government and the Diocese of Chichester.

Financial & General Review including Covid Restrictions from the Churchwardens.

The PCC also accounts for three stand-alone computers and a laptop , used for financial and administrative matters. One portable television used for presentations only. One cinematic projector and screen used to show movies and Sound System that will play compact discs. The PCC is fully compliant with the need to have licencing under licence number CCLI 1251981 [Christian Copyright Licencing International] The PCC pays on quarterly contract for a Canon Photocopier and owns white goods in the name of a freezer, fridge and microwave oven.

As part of the Parish commitment for community outreach and public benefit, the PCC agreed to invest in BOOM Community Bank [formerly West Sussex Credit Union], regular sums of restricted investment income, which is specific, to help those in need.

BOOM is regulated by the Financial Services Authority and are well versed in offering affordable, low interest financial help and advice to those who are most vulnerable and in most need; by investing in this credit union, the PCC feel well placed to know that when and where there is need, BOOM are there to help. It is also worth noting that whilst clients are asking for consideration on loans, they are also encouraged to save with BOOM, to give that added incentive of ownership.

It is good to see the use of Gift Aid through the Parish Giving Scheme [PGS] and giving in general using the Parish Gift Aid envelopes. It is encouraging to note that the PCC is claiming the maximum amount of gift aid allowed for

by the Government. As the congregation grows there have been more joining the PGS scheme.

The PCC actively have sought alternate ways of encouraging giving, one idea is mobile contactless bank machines, this has proved successful.

The largest expenditure of the PCC was the sum paid to the Diocese to cover our Parish Ministry Costs £15,816 [PMC]. This amount covers the housing, stipend and pensions costs of the clergy and a standard sum for diocesan central costs, clergy training and a contribution to the national church fund. There were no trustees who sought reimbursement for any Parish business expenses in their role as trustee of the PCC.

Taxable gain is levied on Fixed Monthly Charge for Telephone and Broadband Internet and therefore is subject to HMR&C declaration by Clergy. The Parish continues to pay expenses to the Minister.

It is also important to note that the total cost relates directly to the clergy of this parish, the remainder being shared costs of the Christian family throughout the whole Church of England, including assistance towards the upkeep of churches less able to manage than ourselves within the Deanery.

The Diocese have deemed the Parish a half time post. The Parish has been in various interregna for over eight years. During this time, the Parish has maintained its commitment to the PMC by paying its full share. The amount for 2024 is unsustainable having been without Ministerial Pastoral support since March 2020. The PCC decided that the Parish should pay 30% of the PMC cost for 2024 amounting to £15,816.

The PCC employ: A Verger, an administrator, and an organist. The PCC contracts Mrs Lorraine Roberts to work as Verger and is paid £45 per calendar month. The Verger role is paid at £11.44 per hour for 54 minutes per week. Additional time worked is on a voluntary basis. She is also a Trustee but receives no remuneration for this role. Mr John Collins is contracted by the PCC as Organist and is paid £40 per service. The PCC contracts Mrs Janine Hobbs to work as an administrator and receives £247.87 per calendar month. The administrator role is paid £11.44 per hour for 5 hours per week. Additional time worked is on a voluntary basis. She is also a Trustee but receives no remuneration for this role. The remunerations for work done are equal to the national hourly rate from April 2023. Mrs Hobbs resigned from her role as Administrator 30th

September 2024.

Mrs Carol Warrington was employed from 1st August 2024, she receives £247.87 per calendar month working for 5 hours per week at £11.44 per hour which increased to £451.54 per calendar month from 1st October 2024 working 10 hours per week at £11.44 per hour.

Trustees are entitled to claim expenses incurred in undertaking their specific role as a trustee. No trustee claimed an expense.

All employees are paid under the P.A.Y.E system using HMR&C computer software and the Parish is regulated and registered by HMR&C for Income Tax and National Insurance purposes. The Parish is fully compliant with all HMR&C rules and regulations and offer the Parish options for training at any time.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds [excluding property] which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £94,983. Despite the deficit of £16,746, this year, is a positive step and we still have enough cash flow to continue to pay bills when they fall due from designated funds which form part of general funds.

The total funds being carried over to 2025 will be £94,983. There were no transfer between funds for 2024.

As well as holding the above general reserves, from time to time the PCC will receive a legacy and donations for expenditure on purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the legacy or donation, depending on the specific objectives of the donor. The legacy and donations of the Re-order fund fall into this category. If the PCC identify that the specific purpose can only be achieved by delaying the expenditure, the legacy is invested, temporarily, until the need for expenditure is identified and the donors notified.

Total Receipts for the Parish	£41,786
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Payments of the Parish	£58,533
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OVERALL DEFICIT FOR 2024	£16,746
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Financial Conclusion

You will note on Page 23 para 2[a] to the accounts shows Planned & Loose/Gift Aid. The total giving includes Gift Aid Tax recovered including Parish Giving Scheme [PGS]. Previously figures have been shown separately.

It should be noted that the Chichester Diocesan Board of Finance [DBF] hold funds on our behalf. There is one fund known as CBF Investment Fund which is unrestricted. The market value increased to £162,295. Efforts to realise the Investment Asset, as detailed in Item 6, could only be agreed providing the terms in which the capital held is used specifically for its purpose. The PCC decided to explore ways of releasing the 'unrestricted' portion for community initiatives. It was agreed by the DBF that some unrestricted funds could be released.

Restricted and Endowment Investment Asset [Item 6 to the accounts] increased totalling £96,811 and the Church of England Investment Board known as the CCLA [Churches, Charities and Local Authorities].

The PCC endeavour to use this specified income, which is received every four months in a year as best they can, by investing the income within BOOM formally West Sussex Credit Union, as mentioned above.

There remains a continuing need to explore all means of increasing income from the present church membership while at the same time, by our united witness to the Gospel, encouraging more people to join us. From June onwards, the PCC agreed to allow payments for Giving etc., to be transacted through a Card Machine in addition to all other aspects of giving.

Government initiatives are available, such as Gift Aid reclaiming, not only on our planned giving but for loose collection from those who are not taxpayers; this is called Gift Aid Small Donations Scheme known as GASDS. The maximum amount of loose collection is £8,000 over a previous tax period [6 April to 5 April].

The Parish Giving Scheme [PGS] allows gift aid to be added to the giving in advance of claiming from HMRC and paid to the parish within 10 days from the end of each month. There is also an option to review giving annually. PGS will also, when take up is stronger, allow the parish to budget more soundly knowing there is regular, uninterrupted giving.

Prospects and Activity in our Parish

Christianity celebrates God's great descent. His nature does not trap him in heaven, but it leads him to earth. In God's great gospel, he not only sends, he becomes, he not only talks to us, he lives with us as one of us!

The PCC will walk forward, **together** in faith in the sure knowledge that God, our Father, will guide and support us. Prayer is a positive and integral part of our growth in His Ministry at Christ Church and in the town centre of Worthing.

We take huge comfort in the verse above and from comments of those who visit and/or worship at Christ Church. All that we do at Christ Church is to serve. We believe with His help Christ Church will continue to serve the community and encourage all to benefit from what He has to offer, the Good News of his son Jesus Christ.

There are three bible study groups meeting throughout the month. Various groups such as Music, Poetry, Art and three community groups who serve to help those with various drink and drug problems meet. All use Christ Church as a public benefit with no commercial charges being made. Donations are freely received from these groups.

The Church is open Tuesday, Wednesday for refreshments which include biscuits and/or cakes. The Churchwardens extended the time from 10:30am to 1:00pm and sometimes longer if necessary. The Church is open on Thursday from 2:30pm until sometimes 5:00pm, offering refreshments biscuits and/or cake.

The Church have various community voluntary groups meeting throughout the week and in the evenings. Alcoholics Anonymous, Drug Addiction and Cocaine Addiction. The PCC regard the groups as a community benefit and there are no charges levied at them. The Church host sign language events carried out by members of the Christ Church family. Weekly sign language and lip-reading classes are run by James, who is blind and deaf & Jacinta who is deaf, but lip reads.

The PCC regard this as a community and public benefit and will not levy a charge. A voluntary donation will, however, be paid at the Council's insistence. From the roots of this community initiative, a member from the group was baptised and is a regular attendee to services.

Throughout the year Christ Church hosts renowned musicians to perform. All do without charge to the public. Donations may be received, and the performers will receive incidental expenses for travel. The PCC regard these events as public benefit and no charges are levied.

Certainly, the PCC have thought carefully about the services to ensure they engage the people who come into town and those who regularly worship at Christ Church.

The Church that prays together stays together and we have done this by ensuring a clarity of reason and communication, by not allowing conflict and valuing input, by spreading the workload, being clear who is taking the lead, by not stopping change, looking for quality and continuity in the lead on worship, by organising pastoral care, welcoming newcomers, and encouraging attendance and Prayer!!!

Christ Church have a reputation for being friendly and community based with Jesus at the centre. The Church is openly active during the week. The PCC need to be more intentional about making the most of these attributes. How much do we think we can grow by as a church next year? How does our own activity contribute to the wider family? How do we engage with the Town Centre?

The responsibility is ours, but God also sets the aim, and it is clear; -

That he lives with us as one of us!

Report prepared on behalf of the Trustees of Parochial Church Council of the
Parish of Worthing – Christ Church
31st December 2024

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Attendance for services averaged at between fifty and fifty-five per week.

The Christ Church family are practical, faithful Christians who welcome visitors from within as well as outside the parish boundary. People attend by personal choice and, it is our pleasure to welcome any age from all levels of society to take part in the life of the church, to know the Lord and to want to know the Lord through our actions, our scriptural life, and our services.

There are many visitors throughout the week and on Sunday services. All visitors are welcomed into the Church and there will be someone to offer help and guidance on the Anglican Communion. Visitors of all faiths are welcomed, and their particular interest is when the building was built and the origins of the Church of England. Christ Church has a useful booklet on the history of the Church building and its congregation past and future.

Most of the Christ Church family have undergone familiarity sessions in understanding dementia and received their Dementia Friendly recognition. Christ Church will continue to offer use of the building to local community groups. All meet without charge as the PCC deem this a community initiative and public benefit.

The Parish Team

Churchwarden/Sequestrators

Kenneth Hobbs – Resigned from 27th September 2024

The Reverend Felix Smith - Rural Dean

The Venerable The Reverend Chris Skilton

Laity

Janine Hobbs - Safeguarding Officer/PCC Secretary - Resigned 26th June 2024

Janine Hobbs - Parish Administration – Resigned 31st December 2024

Ann Photiades - Resigned 31st December 2024 but continues with Janet Atkinson – assisting in administration

Lorraine Roberts – Verger

John Collins – Organist

Sylvia Anning – Sacristan

Andrew Eggleton – Pianist

Finance Officer - Kenneth Hobbs

At the PCC meeting dated 26th June 2024, the Treasurer announced he would no longer carry the role. As there was nobody willing to take on the role, it would default to the churchwarden. However, if the churchwarden steps down, the role could revert to an appropriate person appointed by the PCC, not necessarily on the PCC. He quoted the Church representation rules. ***Church Representation Rules part 9; section A; M20 [3] sub para[a] [b]& [4].*** Ken explained that if this were to happen, he would carry the finances only to the end of the financial year. There was no objection from the PCC. A bookkeeper was sought, from Trust Advice Limited, and took over as the person responsible in accordance with the above Church rules. The Finance Officer will act as conduit to ensure accurate governance takes place and to ensure the accounts are passed to Independent Examiners.

Hall Management – Dorothy Foan and Church family.

Dr John Bull – Publicity

and a body of folk, Sylvia Anning, Joan Wyatt & Angela Campbell-Dunlop & Susan Caple who deal with the cleaning, brasses and flower decoration of the Church

The role of the Churchwarden and the Vestry Meeting

Churchwarden is a Bishop's Officer and senior lay representatives of the parish. The role is extremely varied but involves management, maintenance, and mission in accordance with the Churchwardens Measure 2001 and the Canons of the Church of England [Canon E1]. They are foremost in representing the laity and in co-operating with the Minister, and they have a duty to maintain order and decency in the church and churchyard, particularly during the times of divine service.

In cooperation with Clergy, they are responsible for the day-to-day functioning of the parish. In relation to safeguarding, the churchwardens work with the PCC and parish safeguarding officer. They are charged with active participation in the Church's mission –

“...use their best endeavours by example and precept to encourage the parishioners in the practice of true religion and to promote peace and unity among them”.

- Ensure that in the period of a vacancy [during an interregnum], that the incumbent's safeguarding roles and responsibilities are fulfilled, in consultation with the PCC, parish safeguarding officer and the rural dean,
- Pay attention to the specific needs of children and vulnerable adults when undertaking health and safety inspections and risk assessment; Ensure that risk assessments are carried out before new activities are undertaken,
- Ensure that all parish activities with children and vulnerable adults are supervised and insured,
- Ensure that the parish has procedures for responding to complaints and grievances,
- Answer questions regarding safeguarding as they arise in the archdeacon's visitations, and respond to any specific safeguarding advice, which may be given from the archdeacon,

As to duties previously owed by the churchwardens with respect to:

[a] The financial affairs of the church including the collection and administration of all moneys raised for church purposes and the keeping of accounts in relation to such affairs and moneys.

[b] The care maintenance preservation and insurance of the fabric of the church and the goods and ornaments thereof. *[Details of which are itemized in the Church Financial Report]*

indemnified, and maintenance of any churchyard [open or closed]...; as to any duties under enactments imposing duties on churchwardens, vestries, or church trustees; s.6[4] as to the duty to keep the diocesan authority

indemnified; and as to the provision of financial statements to the annual parochial church meeting.

In accordance with The Churchwardens [Appointment & Resignation] Measure 1964 replaced by the Churchwarden Measure 2001, a meeting is held separately, and the nomination is received by the Minister or Vice Chair [in Ministers absence] prior to the meeting, which is held no later than 31st May [Rule change from 2020] and prior to the APCM.

**Vestry Meeting
Election of Church Warden
held prior to the Annual Parish Church Meeting [APCM]
on Sunday 26th May 2024**

Nominated at the Vestry Meeting for 2024-2025 and elected were:

**Mr Kenneth Hobbs
Resigned from 27th September 2024**

As ex officio member of the Parochial Church Council – he is not a member of the Council.

The Annual Parish Church Meeting held on Sunday 26th May 2024.

Structure, Governance and Management

The PCC met many times during 2024. The Standing Committee met once. The average level of attendance at the PCC is given as 100% and at Standing Committee 100%. Various other committees delegated from the PCC were able to meet.

The PCC are the main decision makers of the parish. The PCC is made up as follows: - Ex Officio : Clergy, Churchwardens, Deanery, and others elected by the APCM of the parish. Its powers and duties are defined by legislation and can principally be found in the Parochial Church Councils [Powers] Measure 1956.

This responsibility is to promote the mission of God in the parish. Legally, the PCC is responsible for the finances of the parish. It also has ultimate responsibility for the care and maintenance of all church buildings and their contents.

The Churchwardens and Sequestrators role is to provide leadership concerning safeguarding, and to encourage everyone to promote a safer church. Although these responsibilities are executed by the Safeguarding Officer and Churchwardens, all PCC members, as trustees, share in the oversight of the Charity.

The PCC has a voice in the forms of service used by the church, with the guidance from their Sequestrators and Churchwardens, and may make representations to the Bishop on matters that affect the welfare of the parish. *During interregnum responsibility falls to the PCC, as Trustees of the Charity.

The PCC is registered with the Charity Commission as required by the Charities Act 2022. It must comply with the Charity Commission guidance and legislation in relation to registered charities. Every member of the PCC is also a charity trustee and has collective responsibility for the decisions and actions taken on behalf of the charity and the church fellowship.

The PCC adhere to the principles and guidance from the Charity Commission document PB2 [The Prevention or Relief for the Public Benefit].

Membership of the PCC and Standing Committee is determined under the Church Representation Rules – Appendix II Rule 13 & 14 [a] [b], according to Electoral Roll [ER] numbers for the whole Parish. The PCC would consist of ex-officio members [Incumbent, Priest-in-Charge, Curate, and those licenced to officiate in the church], the Churchwardens and members of the Deanery, plus readers and members of the Church. *[Those in parentheses would not be entered onto the ER].*

Church Attendance & Electoral Roll

There were 66 members on the Church Electoral Roll [ER] at the beginning of June 2024. The Electoral Roll is reviewed annually. The next renewal of the register will be 2025. Members are warmly encouraged to stand for election to the PCC and we welcome a balance of skills and experience where possible.

At present the application of the rules is interpreted as follows: -

The Parochial Church Council [PCC] for 2024 - 2025
Nominated at the APCM for 2024-2025 and elected were:

Mrs Dorothy Foan, Mrs Janet Atkinson, Mr Andrew Eggleton, Mr Robin Biggs, Mrs Evelyn Gwatkin, Dr Anthony Stead, Miss Sylvia Anning and Mrs Norma Carter.

Ms Sally Turley resigned 25th June 2024 Mrs Janine Hobbs resigned 26th June 2024 & Doctor Anthony Stead resigned 1st September 2024

Nine persons able to be proposed from the parish to the APCM, and nine proposed, nominated, and then confirmed and voted for at the APCM.

It is the vote of the PCC that members are elected annually. This decision is reviewed six yearly and was again supported by the APCM in 2019. The next Review will be in 2025 to take effect from APCM in 2026.

Deanery Synod Representatives: for 2023 - 2026

The parish has three lay places on the Deanery Synod. Dr John Bull and Ms Lorraine Roberts were elected in 2023 for a three-year tenure and there is one vacancy. Nominations for the one vacancy will be sought next year.

PCC Elected Minute Secretary

Mrs Janine Hobbs resigned 26th June 2024
Mrs Carol Warrington took post 1st August 2024

Standing Committee Meetings

The Standing Committee, for 2024: - Churchwardens, PCC Secretary and the Parish Treasurer and 2 PCC members and at the discretion of the Standing Committee, other interested folk who will contribute to an issue involving a decision.

Governance

The parish has a robust safeguarding policy and procedure with new members to be trained as soon as possible. Safeguarding is a permanent agenda item on each full PCC meeting. Christ Church is also a Dementia friendly church, having undergone dementia training and understanding.

In order to conform with all standards required of the Charity by the Charity Commission, the parish is compliant and has in place policies and guidelines and training, which includes Disclosure & Barring Service [DBS] on the following: -

Complaints; Disciplinary; Employer/Employee contract and conduct; Safeguarding [Child Protection & Vulnerable Adults] – [The Safeguarding Officer, has been informed by the DBS, that there is no need for DBS checking of the Churchwardens or PCC members, because the Trustees do not employ anyone to work with children or vulnerable adults]; Grievance; Finance; Risk Management; Volunteers; Health & Safety; Conflict of Interest and Equality. The Policy document is reviewed annually and will include new guidelines as and when required.

The parish is also compliant with the General Data Protection Regulations [GDPR] and is 100% compliant with all Safeguarding issues required by Government and the Diocese of Chichester.

Financial & General Review including Covid Restrictions from the Churchwardens.

The PCC also accounts for three stand-alone computers and a laptop, used for financial and administrative matters. One portable television used for presentations only. One cinematic projector and screen used to show movies and Sound System that will play compact discs. The PCC is fully compliant with the need to have licencing under licence number CCLI 1251981 [Christian Copyright Licencing International]. The PCC pays on quarterly contract for a Canon Photocopier and owns white goods in the name of a freezer, fridge and microwave oven.

As part of the Parish commitment for community outreach and public benefit, the PCC agreed to invest in BOOM Community Bank [formerly West Sussex Credit Union], regular sums of restricted investment income, which is specific, to help those in need.

BOOM is regulated by the Financial Services Authority and are well versed in offering affordable, low interest financial help and advice to those who are most vulnerable and in most need; by investing in this credit union, the PCC feel well placed to know that when and where there is need, BOOM are there to help. It is also worth noting that whilst clients are asking for consideration on loans, they are also encouraged to save with BOOM, to give that added incentive of ownership.

It is good to see the use of Gift Aid through the Parish Giving Scheme [PGS] and giving in general using the Parish Gift Aid envelopes. It is encouraging

to note that the PCC is claiming the maximum amount of gift aid allowed for by the Government. As the congregation grows there have been more joining the PGS scheme.

The PCC actively have sought alternate ways of encouraging giving, one idea is mobile contactless bank machines, this has proved successful.

The largest expenditure of the PCC was the sum paid to the Diocese to cover our Parish Ministry Costs £15,816 [PMC]. This amount covers the housing, stipend and pensions costs of the clergy and a standard sum for diocesan central costs, clergy training and a contribution to the national church fund. There were no trustees who sought reimbursement for any Parish business expenses in their role as trustee of the PCC.

Taxable gain is levied on Fixed Monthly Charge for Telephone and Broadband Internet and therefore is subject to HMR&C declaration by Clergy. The Parish continues to pay expenses to the Minister.

It is also important to note that the total cost relates directly to the clergy of this parish, the remainder being shared costs of the Christian family throughout the whole Church of England, including assistance towards the upkeep of churches less able to manage than ourselves within the Deanery.

The Diocese have deemed the Parish a half time post. The Parish has been in various interregna for over eight years. During this time, the Parish has maintained its commitment to the PMC by paying its full share. The amount for 2024 is unsustainable having been without Ministerial Pastoral support since March 2020. The PCC decided that the Parish should pay 30% of the PMC cost for 2024 amounting to £15,816.

The PCC employ: A Verger, an administrator, and an organist. The PCC contracts Mrs Lorraine Roberts to work as Verger and is paid £45 per calendar month. The Verger role is paid at £11.44 per hour for 54 minutes per week. Additional time worked is on a voluntary basis. She is also a Trustee but receives no remuneration for this role. Mr John Collins is contracted by the PCC as Organist and is paid £40 per service. The PCC contracts Mrs Janine Hobbs to work as an administrator and receives £247.87 per calendar month. The administrator role is paid £11.44 per hour for 5 hours per week. Additional time worked is on a voluntary basis. She is also a Trustee but receives no remuneration for this role. The remunerations for work done are equal to the national hourly rate from

April 2023. Mrs Hobbs resigned from her role as Administrator 30th September 2024.

Mrs Carol Warrington was employed from 1st August 2024, she receives £247.87 per calendar month working for 5 hours per week at £11.44 per hour which increased to £451.54 per calendar month from 1st October 2024 working 10 hours per week at £11.44 per hour.

Trustees are entitled to claim expenses incurred in undertaking their specific role as a trustee. No trustee claimed an expense.

All employees are paid under the P.A.Y.E system using HMR&C computer software and the Parish is regulated and registered by HMR&C for Income Tax and National Insurance purposes. The Parish is fully compliant with all HMR&C rules and regulations and offer the Parish options for training at any time.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds [excluding property] which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £94,983. Despite the deficit of £16,746, this year, is a positive step and we still have enough cash flow to continue to pay bills when they fall due from designated funds which form part of general funds.

The total funds being carried over to 2025 will be £94,983. There were no transfer between funds for 2024.

As well as holding the above general reserves, from time to time the PCC will receive a legacy and donations for expenditure on purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the legacy or donation, depending on the specific objectives of the donor. The legacy and donations of the Re-order fund fall into this category. If the PCC identify that the specific purpose can only be achieved by delaying the expenditure, the legacy is invested, temporarily, until the need for expenditure is identified and the donors notified.

Total Receipts for the Parish	£41,786
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Payments of the Parish	£58,533
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OVERALL DEFICIT FOR 2024	£16,746
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Financial Conclusion

You will note on Page 23 para 2[a] to the accounts shows Planned & Loose/Gift Aid. The total giving includes Gift Aid Tax recovered including Parish Giving Scheme [PGS]. Previously figures have been shown separately.

It should be noted that the Chichester Diocesan Board of Finance [DBF] hold funds on our behalf. There is one fund known as CBF Investment Fund which is unrestricted. The market value increased to £162,295. Efforts to realise the Investment Asset, as detailed in Item 6, could only be agreed providing the terms in which the capital held is used specifically for its purpose. The PCC decided to explore ways of releasing the 'unrestricted' portion for community initiatives. It was agreed by the DBF that some unrestricted funds could be released.

Restricted and Endowment Investment Asset [Item 6 to the accounts] increased totalling £78,606 and the Church of England Investment Board known as the CCLA [Churches, Charities and Local Authorities].

The PCC endeavour to use this specified income, which is received every four months in a year as best they can, by investing the income within BOOM formally West Sussex Credit Union, as mentioned above.

There remains a continuing need to explore all means of increasing income from the present church membership while at the same time, by our united witness to the Gospel, encouraging more people to join us. From June onwards, the PCC agreed to allow payments for Giving etc., to be transacted through a Card Machine in addition to all other aspects of giving.

Government initiatives are available, such as Gift Aid reclaiming, not only on our planned giving but for loose collection from those who are not taxpayers; this is called Gift Aid Small Donations Scheme known as GASDS. The maximum amount of loose collection is £8,000 over a previous tax period [6 April to 5 April].

The Parish Giving Scheme [PGS] allows gift aid to be added to the giving in advance of claiming from HMR&C and paid to the parish within 10 days from the end of each month. There is also an option to review giving annually. PGS will also, when take up is stronger, allow the parish to budget more soundly knowing there is regular, uninterrupted giving.

Prospects and Activity in our Parish

Christianity celebrates God's great descent. His nature does not trap him in heaven, but it leads him to earth. In God's great gospel, he not only sends, he becomes, he not only talks to us, he lives with us as one of us!

The PCC will walk forward, **together** in faith in the sure knowledge that God, our Father, will guide and support us. Prayer is a positive and integral part of our growth in His Ministry at Christ Church and in the town centre of Worthing.

We take huge comfort in the verse above and from comments of those who visit and/or worship at Christ Church. All that we do at Christ Church is to serve. We believe with His help Christ Church will continue to serve the community and encourage all to benefit from what He has to offer, the Good News of his son Jesus Christ.

There are three bible study groups meeting throughout the month. Various groups such as Music, Poetry, Art and three community groups who serve to help those with various drink and drug problems meet. All use Christ Church as a public benefit with no commercial charges being made. Donations are freely received from these groups.

The Church is open Tuesday, Wednesday for refreshments which include biscuits and/or cakes. The Churchwardens extended the time from 10:30am to 1:00pm and sometimes longer if necessary. The Church is open on Thursday from 2:30pm until sometimes 5:00pm, offering refreshments biscuits and/or cake.

The Church have various community voluntary groups meeting throughout the week and in the evenings. Alcoholics Anonymous, Drug Addiction and Cocaine Addiction. The PCC regard the groups as a community benefit and there are no charges levied at them. The Church host sign language events carried out by members of the Christ Church family. Weekly sign language and lip-reading classes are run by James, who is blind and deaf & Jacinta who is deaf, but lip reads.

The PCC regard this as a community and public benefit and will not levy a charge. A voluntary donation will, however, be paid at the Council's insistence. From the roots of this community initiative, a member from the group was baptised and is a regular attendee to services.

Throughout the year Christ Church hosts renowned musicians to perform. All do without charge to the public. Donations may be received, and the performers will receive incidental expenses for travel. The PCC regard these events as public benefit and no charges are levied.

Certainly, the PCC have thought carefully about the services to ensure they engage the people who come into town and those who regularly worship at Christ Church.

The Church that prays together stays together and we have done this by ensuring a clarity of reason and communication, by not allowing conflict and valuing input, by spreading the workload, being clear who is taking the lead, by not stopping change, looking for quality and continuity in the lead on worship, by organising pastoral care, welcoming newcomers, and encouraging attendance and Prayer!!!

Christ Church have a reputation for being friendly and community based with Jesus at the centre. The Church is openly active during the week. The PCC need to be more intentional about making the most of these attributes. How much do we think we can grow by as a church next year? How does our own activity contribute to the wider family? How do we engage with the Town Centre?

The responsibility is ours, but God also sets the aim, and it is clear; -

That he lives with us as one of us!

Report prepared on behalf of the Trustees of Parochial Church Council of the
Parish of Worthing – Christ Church

31st December 2024

PARISH OF WORTHING - CHRIST CHURCH
TRUSTEE'S REPORT (Continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024

Responsibilities of Trustees

Charity law requires the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and resources expended for the period. In preparing those financial statements, the Board of Trustees should follow best practice and are required to;

- select suitable accounting policies and apply them consistently
- make judgments and estimates that are reasonable and prudent
- comply with applicable accounting standards 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 operation

The Board of Trustees is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. 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 and to provide reasonable assurance that:-

- the charity is operating efficiently and effectively
- all assets are safeguarded against unauthorised use or disposition and are properly applied
- proper records are maintained and financial information used within the charity or for publication is reliable
- the charity complies with relevant laws and regulations

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss.

Approved by the Trustees on.....27/7/25.....

Signed on their behalf by Trustee Dorothy Ann Foan.....

Printed Name: DOROTHY ANN FOAN

PARISH OF WORTHING - CHRIST CHURCH
INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2024

Report to the trustees/ members of Parish of Worthing Christ Church on the accounts for the year ended 31st December 2024.

Respective responsibilities of trustees and 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 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 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

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 Act

have 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.

Donna Leppitt
Independent Examiners Ltd
Unit 2
The Broadridge Business Centre
Delling Lane
Bosham
PO18 8NF



Date: 4th August 2025

PARISH OF WORTHING - CHRIST CHURCH

FOR THE YEAR ENDED 31ST DECEMBER 2024 LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER	1152846																										
WORKING NAMES	Parochial Church Council of Worthing Christ Church (working name) PCC of Holy Trinity with Christ Church, Worthing (working name) Parochial Church Council of Holy Trinity with Christ Church (previous name)																										
START OF FINANCIAL YEAR	01 January 2024																										
END OF FINANCIAL YEAR	31 December 2024																										
TRUSTEES AT 31 DECEMBER 2024	<table><tr><td>Kenneth Hobbs</td><td>Resigned 27th September 2024</td></tr><tr><td>Sally Turley</td><td>Resigned 25th June 2024</td></tr><tr><td>Sylvia Anning</td><td></td></tr><tr><td>Janet Atkinson</td><td></td></tr><tr><td>Dr Anthony Stead</td><td></td></tr><tr><td>Janine Hobbs</td><td>Resigned 26th June 2024</td></tr><tr><td>Dorothy Foan</td><td></td></tr><tr><td>Andrew Eggleton</td><td></td></tr><tr><td>Lorraine Roberts (Deanery Synod rep)</td><td>Elected 2023 for 3 year tenure</td></tr><tr><td>Dr John Bull (Deanery Synod rep)</td><td>Elected 2023 for 3 year tenure</td></tr><tr><td>Robin Biggs</td><td>Appointed 26th May 2024</td></tr><tr><td>Evelyn Gwatkin</td><td>Appointed 26th May 2024</td></tr><tr><td>Norma Carter</td><td>Appointed 26th May 2024</td></tr></table>	Kenneth Hobbs	Resigned 27th September 2024	Sally Turley	Resigned 25th June 2024	Sylvia Anning		Janet Atkinson		Dr Anthony Stead		Janine Hobbs	Resigned 26th June 2024	Dorothy Foan		Andrew Eggleton		Lorraine Roberts (Deanery Synod rep)	Elected 2023 for 3 year tenure	Dr John Bull (Deanery Synod rep)	Elected 2023 for 3 year tenure	Robin Biggs	Appointed 26th May 2024	Evelyn Gwatkin	Appointed 26th May 2024	Norma Carter	Appointed 26th May 2024
Kenneth Hobbs	Resigned 27th September 2024																										
Sally Turley	Resigned 25th June 2024																										
Sylvia Anning																											
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Robin Biggs	Appointed 26th May 2024																										
Evelyn Gwatkin	Appointed 26th May 2024																										
Norma Carter	Appointed 26th May 2024																										

The existing trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument.

GOVERNING INSTRUMENT	Parochial Church Council Powers Measure (1956) as amended and church representation rules that came into force on 2nd January 1957 as amended on 1 September 2018.
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REGISTRATION DATE	12 July 2013:Previously excepted registration
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OBJECTS

Promoting in the ecclesiastical parish the whole mission of the church.

CORRESPONDENCE ADDRESS	Christ Church Grafton Road Worthing BN11 1QY
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PRIMARY BANKERS	Lloyds Bank South Street Worthing
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OTHER BANKERS	BOOM (Formerly West Sussex Credit Union)
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INDEPENDENT EXAMINER	Donna Leppitt Independent Examiners Ltd Unit 2 The Broadridge Business Centre Delling Lane Bosham PO18 8NF
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PARISH OF WORTHING - CHRIST CHURCH

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Designated Funds	Total 31-Dec-24 £	Total 31-Dec-23 £
RECEIPTS						
Donations & Legacies	2a	34,155	1,859	-	36,014	42,441
Investment Income	2b	36	4,280	-	4,317	4,270
Charitable Activities	2c	1,456	-	-	1,456	160
Other Incoming Resources	2d	-	-	-	-	33,744
TOTAL RECEIPTS		35,647	6,139	-	41,786	80,614
PAYMENTS						
Costs of Charitable Activities	3a	58,374	158	-	58,533	77,075
Costs of Generating Funds	3b	-	-	-	-	7,267
TOTAL RESOURCES EXPENDED		58,374	158	-	58,533	84,342
NET INCOMING/(OUTGOING) RESOURCES		(22,727)	5,981	-	(16,746)	(3,728)
TRANSFERS BETWEEN FUNDS		-	-	-	-	-
NET MOVEMENT IN FUNDS		(22,727)	5,981	-	(16,746)	(3,728)
RECONCILIATION OF FUNDS:						
TOTAL FUNDS BROUGHT FORWARD		77,426	4,014	30,290	111,730	115,458
TOTAL FUNDS CARRIED FORWARD		54,699	9,995	30,290	94,983	111,730

All of the Charity's operations are classed as continuing operations.

The notes form part of these financial statements, found on pages:- 21 to 27

PARISH OF WORTHING - CHRIST CHURCH

STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 31ST DECEMBER 2024

	Unrestricted Fund £	Designated Funds £	Restricted Fund £	Total 31-Dec-24 £	Total 31-Dec-23 £
ASSETS					
Cash Funds:					
Central Ministry:-					
Parish Account No 1	14,096	-	-	14,096	34,550
Parish Account No 2	16,485	30,290	9,630	56,404	56,404
Lloyds Account No 3	6,553	-	-	6,553	2,879
Parish Account No 4 (Boom)	17,566	-	-	17,566	17,531
COIF Charities Deposit Fund	-	-	365	365	365
NET ASSETS	54,699	30,290	9,995	94,983	111,730

Represented by:

General Funds	54,699	-	-	54,699	77,426
Restricted funds	-	-	9,995	9,995	4,014
Designated Funds	-	30,290	-	30,290	30,290
Endowment Funds	-	-	-	-	-

TOTAL FUNDS	54,699	30,290	9,995	94,983	111,730
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	Unrestricted Fund £	Designated Funds £	Restricted (incl. Endow) Fund £	Total 31-Dec-24 £	Total 31-Dec-23 £
Other Monetary Assets					
Investment Assets:					
CBF Investment Fund	55,541	-	62,963	118,504	115,852
CBF Fixed Interest Fund	18,242	-	-	18,242	17,707
COIF Investment Fund	9,944	-	15,606	25,549	24,985
		-	-		
	83,726	-	78,569	162,295	158,544

	Unrestricted Fund £	Designated Funds £	Restricted Fund £	Total 31-Dec-24 £	Total 31-Dec-23 £
LIABILITIES					
Central Ministry : Examination Fee	1,320	-	-	1,320	1,380
	1,320	-	-	1,320	1,380

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2022. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages:-
19 to 27

Approved by the Trustees on 27/7/25

Signed on their behalf by Trustee D. Foan

Printed Name: DOROTHY ANN FOAN

PARISH OF WORTHING - CHRIST CHURCH

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2024

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

Basis of preparation:

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

Fund Accounting

Funds held by the charity are either:

1. Unrestricted funds

These are funds which can be used in accordance with the charity's objectives, at the discretion of the trustees.

2. Restricted funds

These are funds that can only be used for particular restricted purposes within the objects of the charity.

3. Designated funds

These funds are funds set aside by the trustees out of unrestricted general funds for specific purposes or projects.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

PARISH OF WORTHING - CHRIST CHURCH

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2024

2. INCOMING RESOURCES

Note	Unrestricted Funds	Restricted Funds	Designated Funds	Total 31-Dec-24	Total 31-Dec-23
a) Voluntary Receipts					
Planned & Loose Collection /Gift Aided	-	-	-	-	37,126
Gift Aid Tax Recovered	3,334	-	-	3,334	-
Donations	21,323	1,546	-	22,868	735
Parish Giving Scheme	9,498	-	-	9,498	-
Legacies	-	-	-	-	1,719
Funeral & Marriage fees	-	-	-	-	1,332
Restricted Wardens Fund	-	-	-	-	23
Restricted Mission Fund	-	314	-	314	805
Restricted Fund	-	-	-	-	702
	34,155	1,859	-	36,014	42,441
b) Investment Income					
Dividends	36	4,280	-	4,317	4,270
	36	4,280	-	4,317	4,270
c) Activities for Generating Funds (Trading)					
Fees	1,456	-	-	1,456	-
Parish Trading income	-	-	-	-	160
	1,456	-	-	1,456	160
d) Other Receipts					
Miscellaneous (Incl Insurance claims)	-	-	-	-	3,388
Sale of investment shares	-	-	-	-	30,356
	-	-	-	-	33,744

PARISH OF WORTHING - CHRIST CHURCH

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2024

3. RESOURCES EXPENDED

Note	Unrestricted Funds £	Restricted Funds £	Designated Funds	Total 31-Dec-24 £	Total 31-Dec-23 £
Charitable Activities:-					
Parish Costs:-					
Charitable Donations	1,316	-	-	1,316	-
Cleaning	5,152	-	-	5,152	-
Clergy & Housing	36	-	-	36	227
Fabric	-	-	-	-	2,430
Insurance	5,296	-	-	5,296	4,756
Office/General Administrative expenses	136	-	-	136	-
Organ Maintenance	1,756	-	-	1,756	-
PCC Fees	534	-	-	534	449
Photocopier	2,189	-	-	2,189	-
Printing & Stationery	1,581	-	-	1,581	-
Repairs and Renewals	2,164	-	-	2,164	-
Restricted Mission Fund	-	-	-	-	1,619
Restricted Mission Giving Fund	-	-	-	-	805
Salaries	5,521	-	-	5,521	-
Salaries costs - Administration and PAYE	2,637	-	-	2,637	-
Software and Computer	390	-	-	390	-
Subscriptions and licences	974	-	-	974	-
Sundry expenses	-	-	-	-	351
Telephone and Broadband	849	-	-	849	777
Travel costs	695	-	-	695	-
Website	81	-	-	81	-
Upkeep of services	1,415	158	-	1,573	15,942
Parish Ministry cost to Diocese	15,816	-	-	15,816	38,625
Utilities:-					
Heating and Electricity	6,932	-	-	6,932	9,449
Water	304	-	-	304	355
Governance costs:-					
Independent Examiner's Fees	-	-	-	-	1,290
Legal & Professional fees	2,601	-	-	2,601	-
	58,374	158	-	58,533	77,075
Fundraising costs (Trading)					
Re-ordering Fund	-	-	-	-	7,267
	-	-	-	-	7,267
Total Resources used	58,374	158	-	58,533	84,342

PARISH OF WORTHING - CHRIST CHURCH

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31ST DECEMBER 2024

4. FUNDS OF THE CHARITY

RESTRICTED FUNDS

CURRENT FINANCIAL YEAR

	Balance 01-Jan-24 £	Income £	Expenditure £	Unrealised Gain/Loss £	Transfer £	Balance 31-Dec-24 £
Central Ministry						
No.1 A/c						
Discretionary Churchwardens' Fund	1,546	193	(158)	-	-	1,580
Discretionary Vicar's Fund	1,439	-	-	-	-	1,439
Mission Giving Fund	2	1,561	-	-	-	1,563
Restricted Fund	(402)	4,386	-	-	-	3,984
	2,585	6,139	(158)	-	-	8,566
No.2 A/c						
Organ	(1,589)	-	-	-	-	(1,589)
Restricted Legacy*	1,219	-	-	-	-	1,219
Youth Fund	1,752	-	-	-	-	1,752
	1,382	-	-	-	-	1,382
Contra	47	-	-	-	-	47
Total Rest. Funds (excl. Endowment)	4,014	6,139	(158)	-	-	9,995
Total	4,014	6,139	(158)	-	-	9,995

PREVIOUS FINANCIAL YEAR

	Balance 01-Jan-23 £	Income £	Expenditure £	Unrealised Gain/Loss £	Transfer £	Balance 31-Dec-23 £
Central Ministry						
No.1 A/c						
Discretionary Churchwardens' Fund	1,523	23	-	-	-	1,546
Discretionary Vicar's Fund	1,439	-	-	-	-	1,439
Mission Giving Fund	2	805	(805)	-	-	2
Restricted Fund	516	702	(1,619)	-	-	(402)
	3,480	1,529	(2,424)	-	-	2,585
No.2 A/c						
Organ	(1,589)	-	-	-	-	(1,589)
Restricted Legacy*	-	1,219	-	-	-	1,219
Youth Fund	1,752	-	-	-	-	1,752
	163	1,219	-	-	-	1,382
Contra	47	-	-	-	-	47
Total	3,689	2,748	(2,424)	-	-	4,014

The Restricted Funds are wholly represented by the Charity's cash reserves and are to be expended as specified above.

PARISH OF WORTHING - CHRIST CHURCH

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

5. DESIGNATED FUNDS

CURRENT FINANCIAL YEAR

	Balance			Unrealised		Balance
	01-Jan-24	Income	Expenditure	Gain/Loss	Transfer	31-Dec-24
	£	£	£	£	£	£
Designated Funds:-						
Re-order Fund	(88,359)	-	-	-	-	(88,359)
Designated Fund	76,697	-	-	-	-	76,697
Designated Legacy Fund	41,952	-	-	-	-	41,952
	30,290	-	-	-	-	30,290
General Funds	77,426	35,647	(58,374)	-	-	54,699
Total	107,716	35,647	(58,374)	-	-	84,988

PREVIOUS FINANCIAL YEAR

	Balance			Unrealised		Balance
	01-Jan-23	Income	Expenditure	Gain/Loss	Transfer	31-Dec-23
	£	£	£	£	£	£
Designated Funds:-						
Re-order Fund	(46,359)	-	-	-	(42,000)	(88,359)
Designated Fund	76,697	-	-	-	-	76,697
Designated Legacy Fund	41,952	-	-	-	-	41,952
Total Designated Funds	72,290	-	-	-	(42,000)	30,290
General Funds	39,478	77,866	(81,918)	-	42,000	77,426
Total	111,768	77,866	(81,918)	-	-	107,716

PARISH OF WORTHING - CHRIST CHURCH

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31ST DECEMBER 2024

6. INVESTMENT FUNDS

		Market Value 31-Dec-24	Market Value 31-Dec-23	Cost
CBF Investment Fund	Unrestricted	55,541	54,298	7,195
COIF Investment (Cortis Gift)	Unrestricted	9,944	9,724	Unknown*
		65,484	64,022	N/A
CBF Investment Fund	Endowment	62,963	61,554	Unknown*
CBF Fixed Interest Fund	Endowment	18,242	17,707	Unknown*
COIF Investment Fund (E M Garland for poor)	Restricted	15,606	15,261	Unknown*
		96,811	94,522	N/A
TOTALS		162,295	158,544	N/A

*Original costs for those marked funds were established many years ago and are not available.

7. STAFF COSTS AND PAYMENTS TO PCC MEMBERS

	TOTAL 2024 £	TOTAL 2023 £
Gross Wages & Salaries	8,538	9,294
Employer's National Insurance Costs	-	-
Employer's Pension Contributions	-	-
	8,538	9,294

Christ Church employs a part time Verger Mrs Lorraine Roberts, a Trustee, who received £540 (£540 - 2023) and Janine Hobbs, a Trustee, who received £2,842 as Parish Administrator (£5,364 - 2023). This payment is gross and Income Tax is deducted at source.

Mr John Collins is employed as an Organist and received £3,554 (£3,390 - 2023). This payment is gross and Income Tax is deducted at source.

Clergy Costs:

There have been no Clergy costs nor any other payments made to Parochial Church Council members in their roles as trustees other than reimbursements.

The Charity operates a PAYE scheme to pay all employed members of staff and no employees received emoluments in excess of £60,000.
(2023 - None)

PARISH OF WORTHING - CHRIST CHURCH

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31ST DECEMBER 2024

8. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

9. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

10. PUBLIC BENEFIT

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

Management Report to the Trustees

Please find attached the final signed accounts for Parish of Worthing Christ Church for the year ended 31st December 2024.
I have completed my independent examination and I make the following recommendations:-

Policies

The Charity Commission recommends that every charity review their policies and decide what they do and don't need. I see from the Charity Commission website that you have many policies. However, the ones that you don't have, and you need to consider whether they are appropriate for your charity are the following:-

Campaigns and political activity policy & procedures
Social media policy & procedures.
Engaging external speakers at charity events policy & procedures

Charity Commission Submission

Finally, I am pleased to say that as you do not require assistance with the Charity Commission submissions that this concludes our independent examination for this year.

Donna

Accounts

ANNUAL REPORT and FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL TRUSTEES
for the
PARISH of WORTHING – CHRIST CHURCH

For the year ended 31st December 2023

Registered with the Regulator for Charities in England and Wales

Charity Registration Number 1152846

Bankers:

Lloyds Bank, South Street, Worthing
BOOM Community Bank [Formerly West Sussex Credit Union]

Independent Examiner:

Donna Leppitt
Independent Examiners Ltd
Unit 2 The Broadbridge Business Centre
Delling Lane
BOSHAM
West Sussex PO18 8NF

PARISH of WORTHING - CHRIST CHURCH

Registered Charity Number 1152846

**ANNUAL REPORT and FINANCIAL STATEMENTS of
THE TRUSTEES of the PAROCHIAL CHURCH COUNCIL
of the**

PARISH of WORTHING - CHRIST CHURCH

Christ Church, Grafton Road, Worthing.

Report for the year 2023
1st January to 31st December

Aim and Purposes

The primary objective of Christ Church is the promotion of the Gospel of Jesus Christ, according to the doctrines and practices of the Church of England. The Parochial Church Council [PCC] has the responsibility of promoting, in the ecclesiastical parish, the whole mission of the Church pastoral, evangelistic and ecumenical.

Vision, Objectives and Activities

The mission of Christ Church is to live and show Christ's love to the Parish and Community we serve to each other and to the town in which we live.

The Benefice of Worthing - Christ Church came into being as the result of a Pastoral Scheme ratified by the Church Commissioners on 21st August 2018. The scheme came into effect on 1st September 2018. The primary objects of this new Parish remain as detailed above.

In our Mission Action Plan, the PCC set out the following objectives:

- Enabling as many people as possible to worship at our church, and
- Enabling as many people as possible to become part of the parish community at Christ Church.

The Parish has not been able to administer his canon law duties within the Parish since Covid in March 2020. He was then suspended from performing these duties from mid-2020. Following a trial and custodial sentence in May 2023, the Parish has remained in vacancy. Sequestration/interregnum

under the guidance of the Churchwardens, Rural Dean and a retired Archdeacon commenced from 23RD August 2023.

The Churchwarden and PCC are Trustees of the Charity named Parish of Worthing – Christ Church, maintain an overview of worship, outreach and financial stewardship throughout the parish and make suggestions on how our services and stewardship can involve the many groups and organisations that live within our parish.

The PCC are mindful of scripture [Matthew 6 [NIV]] and in this context fulfil its direction as well as applying Charity law and legal statutes in relation to those in whom we serve in our Aims, Purposes, Objectives and Activities.

The Churchwarden is entrusted to look after the spiritual needs and growth of not only the congregation, but the whole parish which includes the Civic and Town Centre, the Town Hall, and its administrative buildings; all staff of the shops, offices, and commerce, including law enforcement, the people who travel to the town for shopping and for the holidaymakers.

Christ Church is a town centre church with town centre aspirations of reaching out to all who live in and visit our parish.

The Outreach committee plan the many activities throughout the year and when planning, our Minister and the PCC have consideration of the Charity Commissioners' guidance on public benefit and the specific guidance on 'charities for the advancement of religion.' We try to enable local people to live out their faith as part of our community through:

- Worship and prayer; learning about the Gospel; developing their knowledge of, and trust in Jesus,
- Provision of pastoral care for people living and working in the parish,
- Mission and outreach work.

Our Service to the Community, Mission & Pastoral Care

Services, on alternate weeks, will be Morning Prayer and Holy Communion and begin at 10:30 am. On alternate Sunday Evenings there is a Book of Common Prayer Service and Thursday mornings a Book of Common Prayer Service Holy Communion which begin at 6:00 pm and 10:30 am respectively. All information is clearly displayed on the two Church notice boards to the east and west of the church building.

There are notice boards to inform the community of all other activities available throughout the week. The Church website is updated weekly to ensure the wider community have information relating to the services and wider information.

A magazine is published monthly and delivered to the community. A pew sheet, which includes all services and activities is produced weekly. All of which is published on the Church website. There is also a facility, on the website, for folk to contact the Church laity or the Minister for advice on weddings, funerals, christening, and historical matters relating to the Churchyard.

Church Life & Review of the Year

Attendance for services averaged at between fifty and fifty-five per week.

The Christ Church family are practical, faithful Christians who welcome visitors from within as well as outside the parish boundary. People attend by personal choice and, it is our pleasure to welcome any age from all levels of society to take part in the life of the church, to know the Lord and to want to know the Lord through our actions, our scriptural life, and our services.

There are many visitors throughout the week and on Sunday services. All visitors are welcomed into the Church and there will be someone to offer help and guidance on the Anglican Communion. Visitors of all faiths are welcomed, and their particular interest is when the building was built and the origins of the Church of England. Christ Church has a useful booklet on the history of the Church building and its congregation past and future.

Most of the Christ Church family have undergone familiarity sessions in understanding dementia and received their Dementia Friendly recognition. Christ Church will continue to offer use of the building to local community groups. All meet without charge as the PCC deem this a community initiative and public benefit.

The Parish Team

Churchwarden/Sequestrators

Kenneth Hobbs

The Reverend Helena Buque to 30th September 2023

The Reverend Felix Smith from 1st October 2023

The Venerable The Reverend Chris Skilton

Laity

Janine Hobbs – Safeguarding Officer/Parish Administrator/PCC Secretary
from 1st October 2023 Sally Turley

Ann Photiades and Val Grubb

– assisting in administration

Lorraine Roberts – Verger

John Collins – Organist

Sylvia Anning – Sacristan assisted by Sally Turley

Jenny Chandler assisted by Andrew Eggleton – Pianist

Kenneth Hobbs – Finance

Gardening – Dr A Stead assisted by Church family.

Hall Management – Dorothy Foan and Church family.

Dr John Bull – Publicity

and a body of folk, Sylvia Anning, Joan Wyatt & Angela Campbell-Dunlop &
Susan Caple who deal with the cleaning, brasses and flower decoration of the
Church

The role of the Churchwarden and the Vestry Meeting

Churchwarden is a Bishop's Officer and senior lay representatives of the parish. The role is extremely varied but involves management, maintenance, and mission in accordance with the Churchwardens Measure 2001 and the Canons of the Church of England [Canon E1]. They are foremost in representing the laity and in co-operating with the Minister, and they have a duty to maintain order and decency in the church and churchyard, particularly during the times of divine service.

In cooperation with Clergy, they are responsible for the day-to-day functioning of the parish. In relation to safeguarding, the churchwardens work with the PCC and parish safeguarding officer. They are charged with active participation in the Church's mission –

“...use their best endeavours by example and precept to encourage the parishioners in the practice of true religion and to promote peace and unity among them”.

- Ensure that in the period of a vacancy [during an interregnum], that the incumbent’s safeguarding roles and responsibilities are fulfilled, in consultation with the PCC, parish safeguarding officer and the rural dean,
- Pay attention to the specific needs of children and vulnerable adults when undertaking health and safety inspections and risk assessment; Ensure that risk assessments are carried out before new activities are undertaken,
- Ensure that all parish activities with children and vulnerable adults are supervised and insured,
- Ensure that the parish has procedures for responding to complaints and grievances,
- Answer questions regarding safeguarding as they arise in the archdeacon’s visitations, and respond to any specific safeguarding advice, which may be given from the archdeacon,

As to duties previously owed by the churchwardens with respect to:

[a] The financial affairs of the church including the collection and administration of all moneys raised for church purposes and the keeping of accounts in relation to such affairs and moneys.

[b] The care maintenance preservation and insurance of the fabric of the church and the goods and ornaments thereof. *[Details of which are itemized in the Church Financial Report]*

[c] The care and maintenance of any churchyard [open or closed]...; as to any duties under enactments imposing duties on churchwardens, vestries, or church trustees; s.6[4] as to the duty to keep the diocesan authority indemnified; and as to the provision of financial statements to the annual parochial church meeting.

In accordance with The Churchwardens [Appointment & Resignation] Measure 1964 replaced by the Churchwarden Measure 2001, a meeting is held separately, and the nomination is received by the Minister or Vice Chair

[in Ministers absence] prior to the meeting, which is held no later than 31st May
[Rule change from 2020] and prior to the APCM.

**Vestry Meeting
Election of Church Warden
held prior to the Annual Parish Church Meeting [APCM]
on Sunday 7th May 2023**

Nominated at the Vestry Meeting for 2023-2024 and elected were:

**Mr Kenneth Hobbs
Mr Stephen Davis later withdrawn.**

The APCM held on Sunday 7th May 2023.

Structure, Governance and Management

The PCC met many times during 2023. The Standing Committee met once. The average level of attendance at the PCC is given as 100% and at Standing Committee 100%. Various other committees delegated from the PCC were able to meet.

The PCC are the main decision makers of the parish. The PCC is made up as follows: - Ex Officio : Clergy, Churchwardens, Deanery, and others elected by the APCM of the parish. Its powers and duties are defined by legislation and can principally be found in the Parochial Church Councils [Powers] Measure 1956.

This responsibility is to promote the mission of God in the parish. Legally, the PCC is responsible for the finances of the parish. It also has ultimate responsibility for the care and maintenance of all church buildings and their contents.

The Churchwardens and Sequestrators role is to provide leadership concerning safeguarding, and to encourage everyone to promote a safer church. Although these responsibilities are executed by the Safeguarding Officer and Churchwardens, all PCC members, as trustees, share in the oversight of the Charity.

The PCC has a voice in the forms of service used by the church, with the guidance from their Sequestrators and Churchwardens, and may make

representations to the Bishop on matters that affect the welfare of the parish. *During interregnum responsibility falls to the PCC, as Trustees of the Charity

The PCC is registered with the Charity Commission as required by the Charities Act 2011. It must comply with the Charity Commission guidance and legislation in relation to registered charities. Every member of the PCC is also a charity trustee and has collective responsibility for the decisions and actions taken on behalf of the charity and the church fellowship.

The PCC adhere to the principles and guidance from the Charity Commission document PB2 [The Prevention or Relief for the Public Benefit]

Membership of the PCC and Standing Committee is determined under the Church Representation Rules – Appendix II Rule 13 & 14 [a] [b], according to Electoral Roll [ER] numbers for the whole Parish. The PCC would consist of ex-officio members [Incumbent, Priest-in-Charge, Curate, and those licenced to officiate in the church], the Churchwardens and members of the Deanery, plus readers and members of the Church. *[Those in parentheses would not be entered onto the ER]*

Church Attendance & Electoral Roll

There were 82 members on the Church Electoral Roll [ER] at the beginning of May 2023. The Electoral Roll is reviewed annually. The next renewal of the register will be 2025. Members are warmly encouraged to stand for election to the PCC and we welcome a balance of skills and experience where possible.

At present the application of the rules is interpreted as follows: -

The Parochial Church Council [PCC] for 2023 – 2024

Nominated at the APCM for 2023-2024 and elected were:

Mrs Karen Davis resigned end of July 2023, Ms Sally Turley, Mrs Dorothy Foan, Mrs Janet Atkinson, Mr Andrew Eggleton, Mrs Valerie Grubb, Dr Anthony Stead, Miss Sylvia Anning and Mrs Janine Hobbs

Nine persons able to be proposed from the parish to the APCM, and nine proposed, nominated, and then confirmed and voted for at the APCM.

It is the vote of the PCC that members are elected annually. This decision is

reviewed six yearly and was again supported by the APCM in 2019. The next Review will be in 2025 to take effect from APCM in 2026.

Deanery Synod Representatives: for 2023 - 2026

Three persons can be elected to Deanery Synod – three people were nominated and elected: Dr. John Bull and Mrs Lorraine Roberts

PCC Elected Minute Secretary

Mrs Jenny Stead

Standing Committee Meetings

The Standing Committee, for 2023: - Churchwardens, PCC Secretary and the Parish Treasurer and 2 PCC members and at the discretion of the Standing Committee, other interested folk who will contribute to an issue involving a decision.

Governance

The parish has a robust safeguarding policy and procedure, with all trustees having undergone safeguarding training during the early part of the year with new members to be trained as soon as possible. Safeguarding is a permanent agenda item on each full PCC meeting. Christ Church is also a Dementia friendly church, having undergone dementia training and understanding.

In order to conform with all standards required of the Charity by the Charity Commission, the parish is compliant and has in place policies and guidelines and training, which includes Disclosure & Barring Service [DBS] on the following: -

Complaints; Disciplinary; Employer/Employee contract and conduct; Safeguarding [Child Protection & Vulnerable Adults] – [The Safeguarding Officer, has been informed by the DBS, that there is no need for DBS checking of the Churchwardens or PCC members, because there are no children or vulnerable adults]; Grievance; Finance; Risk Management; Volunteers; Health & Safety; Conflict of Interest and Equality. The Policy document is reviewed annually and will include new guidelines as and when required.

The parish is also compliant with the General Data Protection Regulations [GDPR] and is 100% compliant with all Safeguarding issues required by Government and the Diocese of Chichester.

Financial & General Review including Covid Restrictions from the Churchwardens.

The PCC also accounts for three stand-alone computers and a laptop , used for financial and administrative matters. One portable television used for presentations only. One cinematic projector and screen used to show movies and Sound System that will play compact discs. The PCC is fully compliant with the need to have licencing under licence number CCLI 1251981 [Christian Copyright Licencing International] The PCC pays on quarterly contract for a Canon Photocopier and owns white goods in the name of a freezer, fridge and microwave oven.

As part of the Parish commitment for community outreach and public benefit, the PCC agreed to invest in BOOM Community Bank [formerly West Sussex Credit Union], regular sums of restricted investment income, which is specific, to help those in need.

BOOM is regulated by the Financial Services Authority and are well versed in offering affordable, low interest financial help and advice to those who are most vulnerable and in most need; by investing in this credit union, the PCC feel well placed to know that when and where there is need, BOOM are there to help. It is also worth noting that whilst clients are asking for consideration on loans, they are also encouraged to save with BOOM, to give that added incentive of ownership.

It is good to see the use of Gift Aid through the Parish Giving Scheme [PGS] and giving in general using the Parish Gift Aid envelopes. It is encouraging to note that the PCC is claiming the maximum amount of gift aid allowed for by the Government. As the congregation grows there have been more joining the PGS scheme.

The PCC actively have sought alternate ways of encouraging giving, one idea is mobile contactless bank machines, this has proved successful.

The largest expenditure of the PCC was the sum paid to the Diocese to cover our Parish Ministry Costs £38,625 [PMC]. This amount covers the housing,

stipend and pensions costs of the clergy and a standard sum for diocesan central costs, clergy training and a contribution to the national church fund.

There were no trustees who sought reimbursement for any Parish business expenses in their role as trustee of the PCC.

Taxable gain is levied on Fixed Monthly Charge for Telephone and Broadband Internet and therefore is subject to HMR&C declaration by Clergy. The Parish continues to pay expenses to the Minister.

The PCC met 100% of their commitment to pay the Parish Ministry Cost [PMC] of £38,625 2023. It is also important to note that the total cost relates directly to the clergy of this parish, the remainder being shared costs of the Christian family throughout the whole Church of England, including assistance towards the upkeep of churches less able to manage than ourselves within the Deanery.

The Diocese have deemed the Parish a half time post and set the PMC for 2024 at £52,557. The Parish has been in various interregna for over eight years. During this time, the Parish has maintained its commitment to the PMC by paying its full share. The amount for 2024 is unsustainable having been without Ministerial Pastoral support since March 2020. The PCC decided that the Parish should pay 30% of the PMC cost for 2024 amounting to £15,767.

The PCC employ: A Verger, an administrator, and an organist. The PCC contracts Mrs Lorraine Roberts to work as Verger and is paid £45 per calendar month. The Verger role is paid at £10.42 per hour for one hour per week. Additional time worked is on a voluntary basis. She is also a Trustee but receives no remuneration for this role. Mr John Collins is contracted by the PCC as Organist and is paid £40 per service. The PCC contracts Mrs Janine Hobbs to work as an administrator and receives £451.53 per calendar month. The administrator role is paid £10.42 per hour for ten hours per week. Additional time worked is on a voluntary basis. She is also a Trustee but receives no remuneration for this role. The remunerations for work done are equal to the national hourly rate from April 2023.

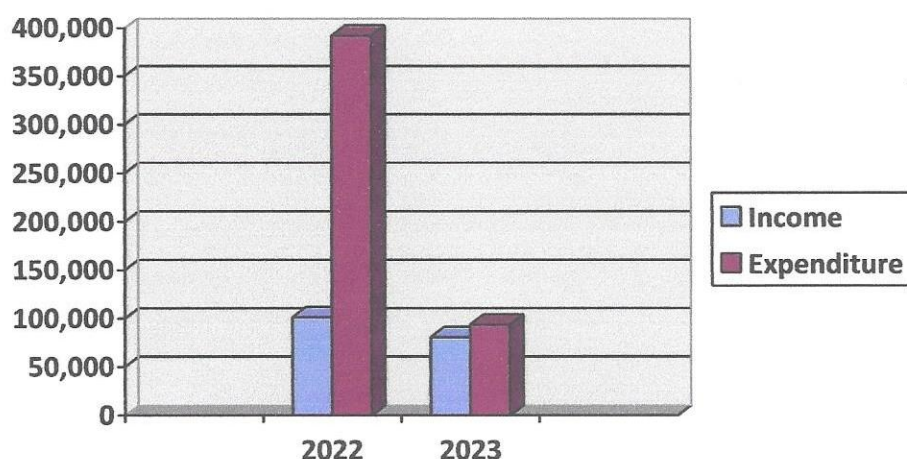
Trustees are entitled to claim expenses incurred in undertaking their specific role as a trustee. No trustee claimed an expense.

All employees are paid under the P.A.Y.E system using HMR&C computer software and the Parish is regulated and registered by HMR&C for Income Tax and National Insurance purposes. The Parish is fully compliant with all HMR&C rules and regulations and offer the Parish options for training at any time.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds [excluding property] which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £111,730, despite the deficit of £12,977 this year, is a positive step and we still have enough cash flow to continue to pay bills when they fall due from designated funds which form part of general funds.

As well as holding the above general reserves, from time to time the PCC will receive a legacy and donations for expenditure on purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the legacy or donation, depending on the specific objectives of the donor. The legacy and donations of the Re-order fund fall into this category. If the PCC identify that the specific purpose can only be achieved by delaying the expenditure, the legacy is invested, temporarily, until the need for expenditure is identified and the donors notified.



Total Receipts for the Parish	£80,614
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Payments of the Parish	£93,591
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OVERALL DEFICIT FOR 2023

£12.977

Financial Conclusion

You will note on Page 23 para 2[a] to the accounts shows Planned & Loose/Gift Aid. The total giving includes Gift Aid Tax recovered including Parish Giving Scheme [PGS]. Previously figures have been shown separately.

It should be noted that the Chichester Diocesan Board of Finance [DBF] hold funds on our behalf. There is one fund known as CBF Investment Fund which is unrestricted. The market value is £64,022. Efforts to realise the Investment Asset, as detailed in Item 5, could only be agreed providing the terms in which the capital held is used specifically for its purpose. The PCC decided to explore ways of releasing the 'unrestricted' portion for community initiatives. It was agreed by the DBF that some unrestricted funds could be released. The PCC agreed a motion put before the DBF to release those funds to enable the work to go ahead. Part of the funds were released to the Parish by the DBF amounting to £30,355.76 in mid-2023.

Restricted and Endowment Investment Asset [Item 5 to the accounts] totalling £94,522 and the Church of England Investment Board known as the CCLA [Churches, Charities and Local Authorities].

The PCC endeavour to use this specified income, which is received every four months in a year as best they can, by investing the income within BOOM formally West Sussex Credit Union, as mentioned above.

There remains a continuing need to explore all means of increasing income from the present church membership while at the same time, by our united witness to the Gospel, encouraging more people to join us. From June onwards, the PCC agreed to allow payments for Giving etc., to be transacted through a Card Machine in addition to all other aspects of giving.

Government initiatives are available, such as Gift Aid reclaiming, not only on our planned giving but for loose collection from those who are not taxpayers; this is called Gift Aid Small Donations Scheme known as GASDS. The maximum amount of loose collection is £8,000 over a previous tax period [6 April to 5 April].

In real terms this means the Parish could receive the maximum gift aid of £2,000.

The Parish Giving Scheme [PGS] allows gift aid to be added to the giving in advance of claiming from HMR&C and paid to the parish within 10 days from the end of each month. There is also an option to review giving annually. PGS will also, when take up is stronger, allow the parish to budget more soundly knowing there is regular, uninterrupted giving.

Prospects and Activity in our Parish

Christianity celebrates God's great descent. His nature does not trap him in heaven, but it leads him to earth. In God's great gospel, he not only sends, he becomes, he not only talks to us, he lives with us as one of us!

The PCC will walk forward, **together** in faith in the sure knowledge that God, our Father, will guide and support us. Prayer is a positive and integral part of our growth in His Ministry at Christ Church and in the town centre of Worthing.

We take huge comfort in the verse above and from comments of those who visit and/or worship at Christ Church. All that we do at Christ Church is to serve. We believe with His help Christ Church will continue to serve the community and encourage all to benefit from what He has to offer, the Good News of his son Jesus Christ.

There are three bible study groups meeting throughout the month. Various groups such as Music, Poetry, Art and three community groups who serve to help those with various drink and drug problems meet. All use Christ Church as a public benefit with no commercial charges being made. Donations are freely received from these groups.

The Church is open Tuesday, Wednesday for refreshments which include biscuits and/or cakes. The Churchwardens extended the time from 10:30am to 1:00pm and sometimes longer if necessary. The Church is open on Thursday from 2:30pm until sometimes 5:00pm, offering refreshments biscuits and/or cake.

The Church have various community voluntary groups meeting throughout the week and in the evenings. Alcoholics Anonymous, Drug Addiction and Cocaine Addiction. The PCC regard the groups as a community benefit and

there are no charges levied at them. The PCC agreed to host, during winter cold months, a sleep over for the vulnerable. Worthing Borough Council will organise and run it with volunteers. The Council will notify Christ Church when the temperature falls below a certain temperature and Christ Church will be opened from 10:00pm until early next morning for folk to sleep. The PCC regard this as a community benefit and will not levy a charge. A voluntary donation will, however, be paid at the Council's insistence.

Throughout the year Christ Church hosts renowned musicians to perform. All do without charge to the public. Donations may be received, and the performers will receive incidental expenses for travel. The PCC regard these events as public benefit and no charges are levied.

Certainly, the PCC have thought carefully about the services to ensure they engage the people who come into town and those who regularly worship at Christ Church.

The Church that prays together stays together and we have done this by ensuring a clarity of reason and communication, by not allowing conflict and valuing input, by spreading the workload, being clear who is taking the lead, by not stopping change, looking for quality and continuity in the lead on worship, by organising pastoral care, welcoming newcomers, and encouraging attendance and Prayer!!!

Christ Church have a reputation for being friendly and community based with Jesus at the centre. The Church is openly active during the week. The PCC need to be more intentional about making the most of these attributes. How much do we think we can grow by as a church next year? How does our own activity contribute to the wider family? How do we engage with the Town Centre?

The responsibility is ours, but God also sets the aim, and it is clear; -

That he lives with us as one of us!

On behalf of the Trustees of Parochial Church Council by the Churchwardens

Kenneth Hobbs

31st December 2023

Intentionally

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**THE PARISH OF WORTHING
CHRIST CHURCH
FOR THE YEAR ENDED 31ST DECEMBER 2023
TRUSTEE'S REPORT (Continued)**

OTHER NAMES	Parochial Church Council of Worthing Christ Church (working name) PCC of Holy Trinity with Christ Church, Worthing (working name) Parochial Church Council of Holy Trinity with Christ Church (previous name)	
CHARITY NUMBER	1152846	
START OF FINANCIAL YEAR	01 January 2023	
END OF FINANCIAL YEAR	31 December 2023	
TRUSTEES AT 31 DECEMBER 2023	Kenneth Hobbs Sally Turley Sylvia Anning Janet Atkinson Valeria Grubb Dr Anthony Stead Janine Hobbs Dorothy Foan Andrew Eggleton Lorraine Roberts (Deanery Synod rep) Dr John Bull (Deanery Synod rep) Karen Davis Norma Carter Stephen Davis	
	Resigned 31 Jul 23	
	Not re-elected in 2023	
	Withdrew nomination in 2023	

The existing trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument.

GOVERNING INSTRUMENT	Parochial Church Council Powers Measure (1956) as amended and church representation rules that came into force on 2nd January 1957 as amended on 1 September 2018.
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REGISTRATION DATE	12 July 2013: Previously excepted registration
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OBJECTS

Promoting in the ecclesiastical parish the whole mission of the church.

CORRESPONDENCE ADDRESS	Christ Church Grafton Road Worthing BN11 1QY
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PRIMARY BANKERS	Lloyds Bank South Street Worthing
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OTHER BANKERS	BOOM (Formerly West Sussex Credit Union)
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INDEPENDENT EXAMINER	Donna Leppitt Independent Examiners Ltd Unit 2 The Broadridge Business Centre Delling Lane Bosham PO18 8NF
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**THE PARISH OF WORTHING
CHRIST CHURCH
TRUSTEE'S REPORT (Continued)
FOR THE YEAR ENDED 31ST DECEMBER 2023**

Trustees' Responsibilities

The Charities Act 2011 requires the trustees to prepare financial statements for each financial year which presents a true and fair view of the state of affairs of the Charity and of the surplus of the Charity for that period. In preparing those financial statements the trustees are required to:

- i) Select suitable accounting policies and apply them consistently.
- ii) Make judgements and estimates that are reasonable and prudent.
- iii) Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity. 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.

I approve the attached statement of financial activities and balance sheet and confirm that I have made available all information necessary for its preparation.

Approved by the Trustees on.....

5th May 2024

Signed on their behalf by Trustee

Printed Name:

Churchwarden

a. Stead

Pcc member

**THE PARISH OF WORTHING
CHRIST CHURCH
INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2023**

Report to the trustees/ members of Parish of Worthing Christ Church on the accounts for the year ended 31st December 2022.

Respective responsibilities of trustees and 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

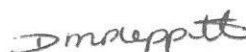
My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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

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.

Donna Leppitt
Independent Examiners Ltd
Unit 2
The Broadridge Business Centre
Delling Lane
Bosham
PO18 8NF



Date: 9th May 2024

**PARISH OF WORTHING
CHRIST CHURCH
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	Designated Funds	Total 31-Dec-23 £	Total 31-Dec-22 £
RECEIPTS						
Donations & Legacies	3a	39,692	2,748	-	42,441	49,651
Investment Income	3b	4,270	-	-	4,270	4,541
Charitable Activities	3c	160	-	-	160	85
Other Income	3d	-	-	-	-	46,975
Other Incoming Resources	3e	33,744	-	-	33,744	47
TOTAL RECEIPTS		77,866	2,748	-	80,614	101,299
PAYMENTS						
Costs of Charitable Activities	4a	83,900	2,424	-	86,324	106,339
Costs of Generating Funds	4b	7,267	-	-	7,267	285,839
TOTAL RESOURCES EXPENDED		91,167	2,424	-	93,591	392,178
NET INCOMING/(OUTGOING) RESOURCES		(13,301)	325	-	(12,977)	(290,879)
TRANSFERS BETWEEN FUNDS		42,000	-	(42,000)	-	-
NET MOVEMENT IN FUNDS		28,699	325	(42,000)	(12,977)	(290,879)
RECONCILIATION OF FUNDS:						
TOTAL FUNDS BROUGHT FORWARD		48,727	3,689	72,290	124,706	415,586
TOTAL FUNDS CARRIED FORWARD		77,426	4,014	30,290	111,730	124,706

All of the Charity's operations are classed as continuing operations.

The notes form part of these financial statements, found on pages:- 9 to 14

CHRIST CHURCH
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31ST DECEMBER 2023

	Unrestricted Fund £	Designated Funds	Restricted Fund £	Total 31-Dec-23 £	Total 31-Dec-22 £
ASSETS					
Cash Funds:					
Central Ministry					
Parish Account No 1	34,550	-	-	34,550	3,749
Parish Account No 2	22,466	30,290	3,649	56,404	97,452
Lloyds Account No 3	2,879	-	-	2,879	5,678
Parish Account No 4	17,531	-	-	17,531	17,462
COIF Charities Deposit	-	-	365	365	365
NET ASSETS	77,426	30,290	4,014	111,730	124,706

Represented by:					
General Funds	77,426		-	77,426	48,727
Restricted Funds	4		4,014	4,014	3,689
Designated Funds	4	30,290		30,290	72,290
Endowment Funds					
	77,426	30,290	4,014	111,730	124,706

	Unrestricted Fund £	Designated Funds	Restricted (incl. Endow) Fund £	Total 31-Dec-23 £	Total 31-Dec-22 £
Other Monetary Assets					
Investment Assets:					
CBF Investment Fund	54,298	-	61,554	115,852	135,047
CBF Fixed Interest Fund	17,707	-	-	17,707	16,771
COIF Investment Fund	9,724	-	15,261	24,985	22,850
	81,729	-	76,815	158,544	174,668

LIABILITIES					
Central Ministry : Examination Fee	1,380	-	-	1,380	1290
	1,380	-	-	1,380	1,290

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages:-
9 to 14

Approved by the Trustees on 5th May 2024

Signed on their behalf by Trustee KHOB

Printed Name:

Church Warden

A. Stead

PCC member.

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2023**

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

Basis of preparation:

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

Fund Accounting

Funds held by the charity are either:

1. Unrestricted funds

These are funds which can be used in accordance with the charity's objectives, at the discretion of the trustees.

2. Restricted funds

These are funds that can only be used for particular restricted purposes within the objects of the charity.

3. Designated funds

These funds are funds set aside by the trustees out of unrestricted general funds for specific purposes or projects.

4. Endowment funds

These funds are funds set aside by the trustees out of unrestricted general funds for specific purposes or projects.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2023**

2. INCOMING RESOURCES

Note	Unrestricted Funds £	Restricted Funds £	Designated Funds	Total 31-Dec-23 £	Total 31-Dec-22 £
a) Voluntary Receipts					
Planned & Loose Collection /Gift Aided	37,126	-	-	37,126	19,039
Gift Aid Tax Recovered	-	-	-	-	2,636
Planned & Loose Collection /Non Gift Aided	-	-	-	-	-
Donations	735	-	-	735	549
Parish Giving Scheme	-	-	-	-	14,555
Legacies	500	1,219	-	1,719	-
Waters Hall Fund	-	-	-	-	8,207
Funeral & Marriage fees	1,332	-	-	1,332	254
Restricted Wardens Fund	-	23	-	23	164
Restricted Mission Fund	-	805	-	805	3,730
Restricted Fund	-	702	-	702	516
	39,692	2,748	-	42,441	49,651
b) Investment Income					
Bank Interest	-	-	-	-	-
Dividends	4,270	-	-	4,270	4,541
	4,270	-	-	4,270	4,541
c) Activities for Generating Funds (Trading)					
Church and Hall Hire	-	-	-	-	-
Parish Trading income	160	-	-	160	85
	160	-	-	160	85
d) Charitable Activities					
Re-ordering Fund	-	-	-	-	46,975
	-	-	-	-	46,975
e) Other Receipts					
Sale of investment shares	30,356	-	-	30,356	-
	33,744	-	-	33,744	47

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2023**

3. RESOURCES EXPENDED

Note	Unrestricted Funds £	Restricted Funds £	Designated Funds	Total 31-Dec-23 £	Total 31-Dec-22 £
Charitable Activities:-					
Parish					
Contribution	38,625	-	-	38,625	37,571
Administration and PAYE costs	9,249	-	-	9,249	8,936
Fabric	2,430	-	-	2,430	2,518
Upkeep of services	15,942	-	-	15,942	17,186
Organist	-	-	-	-	4,724
Clergy & Housing	227	-	-	227	2,308
Restricted Mission Fund	-	1,619	-	1,619	-
Restricted Mission Giving Fund	-	805	-	805	3,730
Restricted Warden Fund	-	-	-	-	458
Restricted Vicar's Fund	-	-	-	-	615
PCC Fees	449	-	-	449	-
Telephone and Broadband	777	-	-	777	593
Electricity					
Hall	-	-	-	-	-
Christ Church	1,996	-	-	1,996	5,525
Gas					
Holy Trinity	-	-	-	-	-
Christ Church	7,452	-	-	7,452	9,479
Water					
Hall	-	-	-	-	7,303
Christ Church	355	-	-	355	173
Church & Hall					
Insurance - Christ Church	4,756	-	-	4,756	3,931
Miscellaneous	351	-	-	351	1,290
	-	-	-	-	-
Governance costs:-					
Independent Examiner Fee	1,290	-	-	1,290	-
	83,900	2,424	-	86,324	106,339
Re-ordering Fund	7,267	-	-	7,267	285,839
	7,267	-	-	7,267	285,839

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2023**

4. FUNDS OF THE CHARITY

**RESTRICTED FUNDS
CURRENT FINANCIAL YEAR**

	Balance 01-Jan-23 £	Income £	Expenditure £	Unrealised Gain/Loss £	Transfers £	Balance 31-Dec-23 £
Central Ministry						
No.1 A/c						
Discretionary Churchwardens' Fund	1,523	23	-	-	-	1,546
Discretionary Vicar's Fund	1,439	-	-	-	-	1,439
	<u>2,964</u>	<u>828</u>	<u>(805)</u>	<u>-</u>	<u>-</u>	<u>2,987</u>
No.2 A/c						
Organ	(1,589)	-	-	-	-	(1,589)
Youth Fund	1,752	-	-	-	-	1,752
Restricted Fund	516	702	(1,619)	-	-	(402)
	<u>679</u>	<u>1,921</u>	<u>(1,619)</u>	<u>-</u>	<u>-</u>	<u>981</u>
Contra	47	-	-	-	-	47
Total Restricted funds	<u>3,689</u>	<u>2,748</u>	<u>(2,424)</u>	<u>-</u>	<u>-</u>	<u>4,014</u>

**RESTRICTED FUNDS
PREVIOUS FINANCIAL YEAR**

	Balance 01-Jan-22 £	Income £	Expenditure £	Unrealised Gain/Loss £	Transfers £	Balance 31-Dec-22 £
Central Ministry						
No.1 A/c						
Discretionary Churchwardens' Fund	1,817	164	(458)	-	-	1,523
Discretionary Vicar's Fund	2,054	-	(615)	-	-	1,439
	<u>3,873</u>	<u>3,894</u>	<u>(4,803)</u>	<u>-</u>	<u>-</u>	<u>2,964</u>
No.2 A/c						
Organ	3,135	-	(4,724)	-	-	(1,589)
Youth Fund	1,752	-	-	-	-	1,752
Restricted Fund	-	516	-	-	-	516
	<u>4,887</u>	<u>516</u>	<u>(4,724)</u>	<u>-</u>	<u>-</u>	<u>679</u>
Total Restricted funds	<u>8,760</u>	<u>4,457</u>	<u>(9,528)</u>	<u>-</u>	<u>-</u>	<u>3,689</u>

The Restricted Funds are wholly represented by the Charity's cash reserves and are to be expended as specified above.

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2023**

DESIGNATED FUNDS

CURRENT FINANCIAL YEAR

	Balance 01-Jan-23 £	Income £	Expenditure £	Unrealised Gain/Loss £	Transfer £	Balance 31-Dec-23 £
Designated Funds:-						
Re-order Fund	(46,359)	-	-	-	(42,000)	(88,359)
Designated Fund	76,697	-	-	-	-	76,697
Designated Legacy Fund	41,952	-	-	-	-	41,952
Total Designated Funds	72,290	-	-	-	(42,000)	30,290
Unrestricted Funds:-						
Central Ministry	43,049	77,866	(91,167)	-	42,000	71,748
Christ Church (No 3 A/c)	5,678	-	-	-	-	5,678
Total Unrestricted Funds	48,727	77,866	(91,167)	-	42,000	77,426

PREVIOUS FINANCIAL YEAR

	Balance 01-Jan-22 £	Income £	Expenditure £	Unrealised Gain/Loss £	Transfer £	Balance 31-Dec-22 £
Designated Funds:-						
Re-order Fund	239,505	46,975	(285,839)	-	(47,000)	(46,359)
Designated Fund	76,697	-	-	-	-	76,697
Designated Legacy Fund	41,952	-	-	-	-	41,952
Total Designated Funds	358,154	46,975	(285,839)	-	(47,000)	72,290
Unrestricted Funds:-						
Central Ministry	12,493	45,367	(96,812)	-	82,000	43,049
Christ Church (No 3 A/c)	36,179	4,500	-	-	(35,000)	5,678
Total Unrestricted Funds	48,672	49,867	(96,812)	-	47,000	48,727

5. INVESTMENT FUNDS

		Market Value 31-Dec-23	Market Value 31-Dec-22	Cost
CBF Investment Fund	Unrestricted	54298	49591	7195
COIF Investment (Cortis Gift)	Unrestricted	9724	8893	Unknown*
		64022	58485	N/A
CBF Investment Fund	Endowment	61554	85456	Unknown*
CBF Fixed Interest Fund	Endowment	17707	16771	Unknown*
Christ Church Worthing	Restricted	15261	13957	Unknown*
		94522	116,184	N/A
TOTALS		158,544	174,668	N/A

*Original costs for those marked funds were established many years ago and are not available.

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2023**

6. STAFF COSTS AND PAYMENTS TO PCC MEMBERS

	TOTAL 2023 £	TOTAL 2022 £
Gross Salaries & Wages:	9,294	8,485
Employer's National Insurance Costs	-	-
Pension Contributions	-	-
TOTAL STAFF COSTS	<u>9,294</u>	<u>8,485</u>

Christ Church employs a part time Verger Mrs Lorraine Roberts, a Trustee, who received £540 (£540 - 2022) and Janine Hobbs, a Trustee, who received £5,364 as Parish Administrator (£5,200 - 2022). This payment is gross and Income Tax is deducted at source.

Mr John Collins is employed as an Organist and received £3,390 (£2,905 - 2022). This payment is gross and Income Tax is deducted at source.

Clergy Costs:

There have been no Clergy costs nor any other payments made to Parochial Church Council members in their roles as trustees other than reimbursements.

7. RISK ASSESSMENT

The PCC actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The PCC have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

8. RESERVES POLICY

The trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

9. PUBLIC BENEFIT

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

Accounts

ANNUAL REPORT and FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL TRUSTEES
for the
PARISH of WORTHING – CHRIST CHURCH
For the year ended 31st December 2022

Registered with the Regulator for Charities in England and Wales

Charity Registration Number 1152846

Bankers:

Lloyds Bank, South Street, Worthing
BOOM [Formerly West Sussex Credit Union]

Independent Examiner:

Independent Examiners Ltd
Unit 2 The Broadbridge Business Centre
Delling Lane
BOSHAM
West Sussex PO18 8NF

PARISH of WORTHING - CHRIST CHURCH

Registered Charity Number 1152846

ANNUAL REPORT and FINANCIAL STATEMENTS of
THE TRUSTEES of the PAROCHIAL CHURCH COUNCIL
of the
PARISH of WORTHING - CHRIST CHURCH

Christ Church, Grafton Road, Worthing.

Report for the year 2022
1st January to 31st December

Aim and Purposes

The primary objective of Christ Church is the promotion of the Gospel of Jesus Christ, according to the doctrines and practices of the Church of England. The Parochial Church Council [PCC] has the responsibility of promoting, in the ecclesiastical parish, the whole mission of the Church pastoral, evangelistic and ecumenical.

Vision, Objectives and Activities

The mission of Christ Church is to live and show Christ's love to the Parish and Community we serve to each other and to the town in which we live.

The Benefice of Worthing - Christ Church came into being as the result of a Pastoral Scheme ratified by the Church Commissioners on 21st August 2018. The scheme came into effect on 1st September 2018. The primary objects of this new Parish remain as detailed above.

In our Mission Action Plan, the PCC set out the following objectives:

- Enabling as many people as possible to worship at our church, and
- Enabling as many people as possible to become part of the parish community at Christ Church.

The Parish has been in an interregnum since May and the time before this the Minister was under suspension and not able to administer his canon law duties within the Parish. The end of the year marks two years nine months without a permanent Minister.

The Churchwardens and PCC are Trustees of the Charity named Parish of Worthing – Christ Church, maintain an overview of worship, outreach and financial stewardship throughout the parish and make suggestions on how our services and stewardship can involve the many groups and organisations that live within our parish.

The PCC are mindful of scripture [Matthew 6 [NIV]] and in this context fulfil its direction as well as applying Charity law and legal statutes in relation to those in whom we serve in our Aims, Purposes, Objectives and Activities.

The Churchwardens are entrusted to look after the spiritual needs and growth of not only the congregation, but the whole parish which includes the Civic and Town Centre, the Town Hall, and its administrative buildings; all staff of the shops, offices, and commerce, including law enforcement, the people who travel to the town for shopping and for the holidaymakers.

Christ Church is a town centre church with town centre aspirations of reaching out to all who live in and visit our parish.

The Outreach committee plan the many activities throughout the year and when planning, our Minister and the PCC have consideration of the Charity Commissioners' guidance on public benefit and the specific guidance on 'charities for the advancement of religion.' We try to enable local people to live out their faith as part of our community through:

- Worship and prayer; learning about the Gospel; developing their knowledge of, and trust in Jesus,
- Provision of pastoral care for people living and working in the parish,
- Mission and outreach work.

Our Service to the Community, Mission & Pastoral Care

Services, on alternate weeks, will be Morning Prayer and Holy Communion and begin at 10:30 am. On alternate Sunday Evenings there is a Book of Common Prayer Service and Thursday mornings a Book of Common Prayer Service Holy Communion which begin at 6:00 pm and 10:30 am respectively. All information is clearly displayed on the two Church notice boards to the east and west of the church building.

There are notice boards to inform the community of all other activities

available throughout the week. The Church website is updated weekly to ensure the wider community have information relating to the services and wider information.

A magazine is published monthly and delivered to the community. A pew sheet, which includes all services and activities is produced weekly. All of which is published on the Church website. There is also a facility, on the website, for folk to contact the Church laity or the Minister for advice on weddings, funerals, christening, and historical matters relating to the Churchyard.

Church Life & Review of the Year

Attendance for services averaged at between fifty and fifty-five per week.

The Christ Church family are practical, faithful Christians who welcome visitors from within as well as outside the parish boundary. People attend by personal choice and, it is our pleasure to welcome any age from all levels of society to take part in the life of the church, to know the Lord and to want to know the Lord through our actions, our scriptural life, and our services.

There are many visitors throughout the week and on Sunday services. Under the reordering our visitors book was mislaid. [A new one was purchased] All visitors are welcomed into the Church and there will be someone to offer help and guidance on the Anglican Communion. Visitors of all faiths are welcomed, and their particular interest is when was the building built and Religion..

Most of the Christ Church family have undergone familiarity sessions in understanding dementia and received their Dementia Friendly recognition. Christ Church will continue to offer use of the building to local community groups. All meet without charge as the PCC deem this a community initiative and public benefit.

Preparation of work to prepare the west end of the Church building into an area for community use commenced December 2021 and the work finished end of June 2022. Pews had been removed to allow a more open space, to enhance the church interior, and enlarge the meeting area complete with a kitchenette facility in the North West corner. The new area, which is referred to as the 'Waters' Hall' is fully utilised by Church and Community activity.

Worthing Borough Council Homeless Persons Unit asked if their team could use Christ Church as a drop-in centre for the homeless. The Parochial Church Council agreed, and the Council team now open twice a week. They offer advice and meals. During days of extreme cold, the Church will be open overnight to offer a Night Shelter to the vulnerable. [Luke 4 v18-19]

The Parish Team

Retired Clergy

Churchwardens

Kenneth Hobbs
Stephen Davis

Laity

Janine Hobbs – Safeguarding Officer/Parish Administrator/PCC Secretary

Ann Photiades with Karen Davis, Val Grubb

– assisting in administration

Lorraine Roberts – Verger

John Collins – Organist

Sylvia Anning – Sacristan assisted by Sally Turley

Jenny Chandler assisted by Andrew Eggleton – Pianist

Kenneth Hobbs – Finance

Gardening – Dr A Stead assisted by Church family.

Hall Management – Stephen Davis assisted by Dorothy Foan and Church family.

Dr John Bull – Publicity

and a body of folk who deal with the cleaning, brasses and flower decoration of the Church

The role of the Churchwarden and the Vestry Meeting

Churchwardens are Bishop's Officers and senior lay representatives of the parish. The role is extremely varied but involves management, maintenance, and mission in accordance with the Churchwardens Measure 2001 and the Canons of the Church of England [Canon E1]. They are foremost in representing the laity and in co-operating with the Minister, and they have a duty to maintain order and decency in the church and churchyard, particularly during the times of divine service.

In cooperation with Clergy, they are responsible for the day-to-day functioning of the parish. In relation to safeguarding, the churchwardens work with the PCC and parish safeguarding officer. They are charged with active participation in the Church's mission –

“...use their best endeavours by example and precept to encourage the parishioners in the practice of true religion and to promote peace and unity among them”

- Ensure that in the period of a vacancy [during an interregnum], that the incumbent's safeguarding roles and responsibilities are fulfilled, in consultation with the PCC, parish safeguarding officer and the rural dean,
- Pay attention to the specific needs of children and vulnerable adults when undertaking health and safety inspections and risk assessment; Ensure that risk assessments are carried out before new activities are undertaken,
- Ensure that all parish activities with children and vulnerable adults are supervised and insured,
- Ensure that the parish has procedures for responding to complaints and grievances,
- Answer questions regarding safeguarding as they arise in the archdeacon's visitations, and respond to any specific safeguarding advice, which may be given from the archdeacon,

As to duties previously owed by the churchwardens with respect to:

[a] The financial affairs of the church including the collection and administration of all moneys raised for church purposes and the keeping of accounts in relation to such affairs and moneys.

[b] The care maintenance preservation and insurance of the fabric of the church and the goods and ornaments thereof. *[Details of which are itemized in the Church Financial Report]*

[c] The care and maintenance of any churchyard [open or closed]...; as to any duties under enactments imposing duties on churchwardens, vestries, or church trustees; s.6[4] as to the duty to keep the diocesan authority

indemnified; and as to the provision of financial statements to the annual parochial church meeting.

In accordance with The Churchwardens [Appointment & Resignation] Measure 1964 replaced by the Churchwarden Measure 2001, a meeting is held separately, and the nomination is received by the Minister or Vice Chair [in Ministers absence] prior to the meeting, which is held no later than 31st May [Rule change from 2020] and prior to the APCM.

**Vestry Meeting
Election of Church Wardens
held prior to the Annual Parish Church Meeting
on Sunday 1st May 2022**

Nominated at the Vestry Meeting for 2022-2023 and elected were:

Mr Kenneth Hobbs and Mr Stephen Davis

**The Annual Parish Church Meeting [APCM]
held on Sunday 1st May 2022**

Structure, Governance and Management

The PCC met many times during 2022. The Standing Committee met once. The average level of attendance at the PCC is given as 100% and at Standing Committee 100%. Various other committees delegated from the PCC were able to meet.

The PCC are the main decision makers of the parish. The PCC is made up as follows: - Ex Officio : Clergy, Churchwardens, Deanery, and others elected by the APCM of the parish. Its powers and duties are defined by legislation and can principally be found in the Parochial Church Councils [Powers] Measure 1956.

This responsibility is to promote the mission of God in the parish. Legally, the PCC is responsible for the finances of the parish. It also has ultimate responsibility for the care and maintenance of all church buildings and their contents.

The Minister's,* role is to provide leadership concerning safeguarding, and to encourage everyone to promote a safer church. Although these

responsibilities are executed by the Safeguarding Officer and Churchwardens, all PCC members, as trustees, share in the oversight of the Charity. *While the Minister is long term absent, responsibility falls to the Churchwardens

The PCC has a voice in the forms of service used by the church, with the guidance from their Minister* or Churchwardens, and may make representations to the Bishop on matters that affect the welfare of the parish. *While the Minister is long term absent it falls to the PCC

The PCC is registered with the Charity Commission as required by the Charities Act 2011. It must comply with the Charity Commission guidance and legislation in relation to registered charities. Every member of the PCC is also a charity trustee and has collective responsibility for the decisions and actions taken on behalf of the charity and the church fellowship.

Membership of the PCC and Standing Committee is determined under the Church Representation Rules – Appendix II Rule 13 & 14 [a] [b], according to Electoral Roll [ER] numbers for the whole Parish. The PCC would consist of ex-officio members [Incumbent, Priest-in-Charge, Curate, and those licenced to officiate in the church], the Churchwardens and members of the Deanery, plus readers and members of the Church. *[Those in parentheses would not be entered onto the ER].*

Church Attendance & Electoral Roll

There were 96 members on the Church Electoral Roll [ER] at the beginning of May 2021. The Electoral Roll is reviewed annually. The next renewal of the register will be 2025. Members are warmly encouraged to stand for election to the PCC and we welcome a balance of skills and experience where possible.

At present the application of the rules is interpreted as follows: -

The Parochial Church Council [PCC] for 2022 – 2023

Nominated at the APCM for 2022-2023 and elected were:

Mrs Karen Davis, Ms Sally Turley, Mrs Dorothy Foan, Mrs Janet Atkinson, Mrs Norma Carter, Mrs Valerie Grubb, Dr Anthony Stead, Miss Sylvia Anning and

*Mrs Diane Askew *Elected by PCC on 24th May 2022

Nine persons able to be proposed from the parish to the APCM, and nine

proposed, nominated, and then confirmed and voted for at the APCM.

It is the vote of the PCC that members are elected annually. This decision is reviewed six yearly and was again supported by the APCM in 2019. The next Review will be in 2025 with effect from 2026.

Deanery Synod Representatives: for 2020 - 2023

Three persons can be elected to Deanery Synod – two people were nominated and elected: Dr. John Bull , Mrs Janine Hobbs and Mrs Lorraine Roberts

PCC Elected Minute Secretary

Mrs Jenny Stead

Standing Committee Meetings

The Standing Committee, for 2022: - Churchwardens, PCC Secretary and the Parish Treasurer and 2 PCC members and at the discretion of the Standing Committee, other interested folk who will contribute to an issue involving a decision.

Governance

The parish has a robust safeguarding policy and procedure, with all trustees having undergone safeguarding training during the early part of the year with new members to be trained as soon as possible. Safeguarding is a permanent agenda item on each full PCC meeting. Christ Church is also a Dementia friendly church, having undergone dementia training and understanding.

In order to conform with all standards required of the Charity by the Charity Commission, the parish is compliant and has in place policies and guidelines on the following: -

Complaints; Disciplinary; Employer/Employee contract and conduct; Safeguarding [Child Protection & Vulnerable Adults]; Grievance; Finance; Risk Management; Volunteers; Health & Safety; Conflict of Interest and Equality. The Policy document is reviewed annually and will include new guidelines as and when required.

The parish is also compliant with the General Data Protection Regulations [GDPR] and is 100% compliant with all Safeguarding issues required by

Government and the Diocese of Chichester.

Financial & General Review including Covid Restrictions from the Churchwardens.

The PCC agreed to finance a laptop computer for our Minister's use at home for pastoral purposes at a cost of £355.00 on 23rd March 2020. A stand-alone computer purchased for Church use is also being used at the Minister's home from March 2020. Both remain the property of the PCC and have not been returned to the PCC. As a charity the items are accounted for, and an insurance claim will be made in reimbursement. The PCC also accounts for two stand alone computers, used for financial and administrative matters. One portable television used for presentations only. One cinematic projector and screen used to show movies and Sound System that will play compact discs. The PCC is fully compliant with the need to have licencing under licence number CCLI 1251981 [Christian Copyright Licencing International] The PCC pays on quarterly contract for a Canon Photocopier and owns white goods in the name of a freezer, fridge and microwave oven.

As part of the Parish commitment for community outreach and public benefit, the PCC agreed to invest in BOOM [formerly West Sussex Credit Union], regular sums of restricted investment income, which is specific, to help those in need.

BOOM is regulated by the Financial Services Authority and are well versed in offering affordable, low interest financial help and advice to those who are most vulnerable and in most need; by investing in this credit union, the PCC feel well placed to know that when and where there is need, BOOM are there to help. It is also worth noting that whilst clients are asking for consideration on loans, they are also encouraged to save with BOOM, to give that added incentive of ownership. The PCC are pleased to state that throughout the Covid-19 pandemic crisis, we were able to continue this quarterly deposit, ensuring help to those in need during this challenging time. The PCC agreed that this need could be well served by turning to BOOM, whose office is in the town centre and in our Parish.

It is good to see the use of Gift Aid through the Parish Giving Scheme [PGS] and giving in general using the Parish Gift Aid envelopes. It is encouraging to note that the PCC is claiming the maximum amount of gift aid allowed for by the Government. As the congregation grows there have been more joining the PGS scheme.

The PCC actively have sought alternate ways of encouraging giving, one idea is mobile contactless bank machines, this has proved successful.

The PCC recognised the main source of our Mission giving was through our Wednesday coffee morning. The PCC agreed at the meeting held on 2nd August 2022, to equalise all monies received through coffee donations throughout the week toward the Parish Missions. A charge of £1.00 per cup per person was levied for Sunday worship with the sessions through the week relying on donations.

The largest expenditure of the PCC was the sum paid to the Diocese to cover our Parish Ministry Costs [PMC]. This amount covers the housing, stipend and pensions costs of the clergy and a standard sum for diocesan central costs, clergy training and a contribution to the national church fund.

There were no trustees who sought reimbursement for any Parish business expenses in their role as trustee of the PCC.

Taxable gain is levied on Fixed Monthly Charge for Telephone and Broadband Internet and therefore is subject to HMR&C declaration by Clergy. The Parish continues to pay expenses to the Minister.

The PCC met 100% of their commitment to pay the Parish Ministry Cost [PMC] of £35,247 for 2022. It is also important to note that the total cost relates directly to the clergy of this parish, the remainder being shared costs of the Christian family throughout the whole Church of England, including assistance towards the upkeep of churches less able to manage than ourselves within the Deanery.

The PCC employ: A Verger, an administrator, and an organist. The PCC contracts Mrs Lorraine Roberts to work as Verger and is paid £45 per calendar month. The Verger role is paid at £10.38 per hour for one hour per week. Additional time worked is on a voluntary basis. She is also a Trustee but receives no remuneration for this role. Mr John Collins is contracted by the PCC as Organist and is paid £40 per service. The PCC contracts Mrs Janine Hobbs to work as an administrator and receives £433.33 per calendar month. The administrator role is paid £10.00 per hour for ten hours per week. Additional time worked is on a voluntary basis. She is also a Trustee but receives no remuneration for this role. The remunerations for work done are above the national hourly rate.

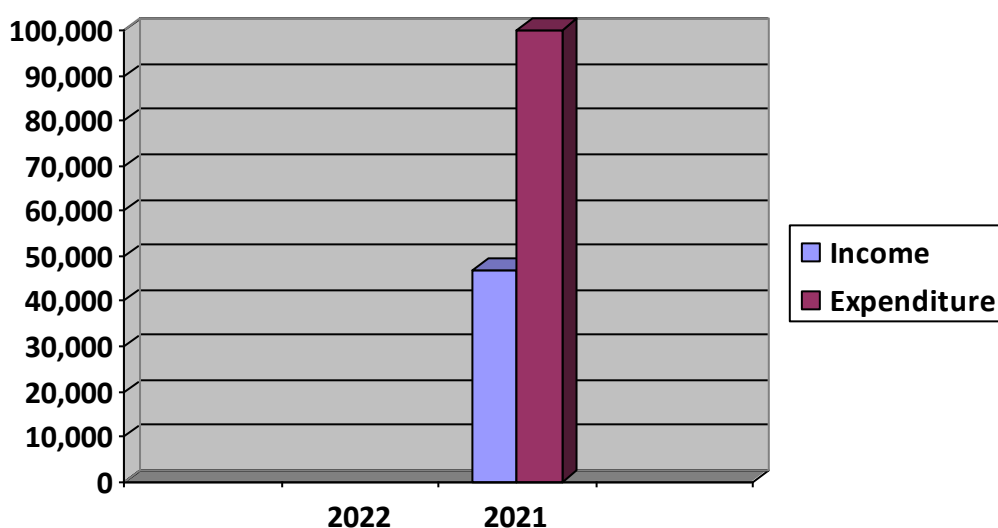
Trustees are entitled to claim expenses incurred in undertaking their specific role as a trustee. No trustee claimed an expense.

All employees are paid under the P.A.Y.E system using HMR&C computer software and the Parish is regulated and registered by HMR&C for Income Tax and National Insurance purposes. The Parish is fully compliant with all HMR&C rules and regulations and offer the Parish options for training at any time.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds [excluding property] which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of **£124,706**, despite the deficit of **£290,879** this year, is a positive step and we still have enough cash flow to continue to pay bills when they fall due from designated funds which form part of general funds.

As well as holding the above general reserves, from time to time the PCC will receive a legacy and donations for expenditure on purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the legacy or donation, depending on the specific objectives of the donor. The legacy and donations of the Re-order fund fall into this category. If the PCC identify that the specific purpose can only be achieved by delaying the expenditure, the legacy is invested, temporarily, until the need for expenditure is identified and the donors notified.



Total Receipts for the Parish	£101,299
Payments of the Parish	£392,178
OVERALL DEFICIT FOR 2022	£290,879

Financial Conclusion

It should be noted that the Chichester Diocesan Board of Finance [DBF] hold funds on our behalf. There is one fund known as CBF Investment Fund which is unrestricted. The market value is £49,591. Efforts to realise the Investment Asset, as detailed in Item 5, could only be agreed providing the terms in which the capital held is used specifically for its purpose. The PCC decided to explore ways of releasing the 'unrestricted' portion for use of a screen at the west of the Church. It was agreed by the DBF that some unrestricted funds could be released. The PCC on 1st August 2022, agreed a motion put before the DBF to release those funds to enable the work to go ahead.

Restricted and Endowment Investment Asset [Item 5 to the accounts] totalling £116,184 and the Church of England Investment Board known as the CCLA [Churches, Charities and Local Authorities]. The value of this investment saw a capital decrease in 2022, of £15,703.

The PCC endeavour to use this specified income, which is received every four months in a year as best they can, by investing the income within BOOM formally West Sussex Credit Union, as mentioned above. Charities Official Investment Fund [known as COIF] Cortis Gift and E M Garland fund valued at £22,850 are restricted funds to assist folk in need.

There remains a continuing need to explore all means of increasing income from the present church membership while at the same time, by our united witness to the Gospel, encouraging more people to join us. From June onwards, the PCC agreed to allow payments for Giving etc., to be transacted through a Card Machine in addition to all other aspects of giving.

Government initiatives are available, such as Gift Aid reclaiming, not only on our planned giving but for loose collection from those who are not taxpayers; this is called Gift Aid Small Donations Scheme known as GASDS. The maximum amount of loose collection is £8,000 over a previous tax period [6 April to 5 April].

In real terms this means the Parish could receive the maximum gift aid of £2,000. The tax year for GASDS 2020/21 will show a reduced claim due to Covid-19 and the lack of services from April to December.

The PCC agreed, for the budget year 2021, to seek help from a volunteer to fulfil the role of Gift Aid Officer, to be able to deal with Gift Aid and to maximise the potential of help from HMR&C

The Parish Giving Scheme [PGS] allows gift aid to be added to the giving in advance of claiming from HMR&C and paid to the parish within 10 days from the end of each month. There is also an option to review giving annually. PGS will also, when take up is stronger, allow the parish to budget more soundly knowing there is regular, uninterrupted giving.

Prospects and Activity in our Parish

Christianity celebrates God's great descent. His nature does not trap him in heaven, but it leads him to earth. In God's great gospel, he not only sends, he becomes, he not only talks to us, he lives with us as one of us!

The PCC will walk forward, **together** in faith in the sure knowledge that God, our Father, will guide and support us. Prayer is a positive and integral part of our growth in His Ministry at Christ Church and in the town centre of Worthing.

We take huge comfort in the verse above and from comments of those who visit and/or worship at Christ Church. All that we do at Christ Church is to serve. We believe with His help Christ Church will continue to serve the community and encourage all to benefit from what He has to offer, the Good News of his son Jesus Christ.

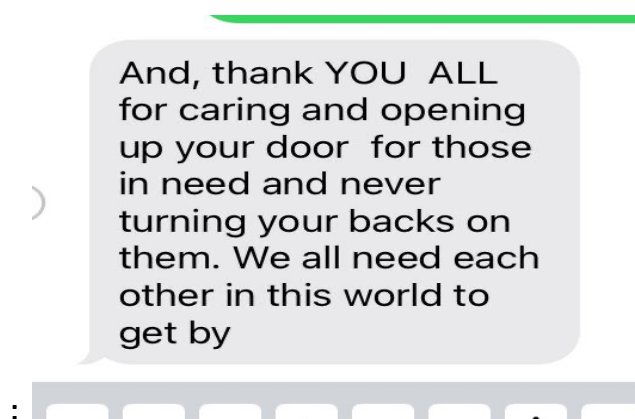
There are three bible study groups meeting throughout the month. Various groups such as Music, Poetry, Art and three community groups who serve to help those with various drink and drug problems meet. All use Christ Church as a public benefit with no commercial charges being made. Donations are freely received from these groups.

The Church is open Tuesday, Wednesday for refreshments which include biscuits and/or cakes. The Churchwardens extended the time from 10:30am to 1:00pm and sometimes longer if necessary. The Church is open on

Thursday from 2:30pm until sometimes 5:00pm, offering refreshments biscuits and/or cake.

Through Churchwardens' Discretionary fund, we offer free community lunches for all the first Wednesday of each month and Christ Church is used by Worthing Borough Council Homeless Section on Tuesdays and Thursdays for a couple of hours each session. They offer food and welfare advice and assistance to re-establish into secure accommodation. The PCC regards this as a community benefit and there are no charges levied at the Council. The PCC agreed to host, during winter cold months, a sleep over for the vulnerable. Worthing Borough Council will organise and run it with volunteers. The Council will notify Christ Church when the temperature falls below a certain temperature and Christ Church will be opened from 10:00pm until early next morning for folk to sleep. The PCC regard this as a community benefit and will not levy a charge. A voluntary donation will, however, be paid at the Council's insistence.

A message from the Homeless team:



Throughout the year Christ Church hosts renowned musicians to perform. All do without charge to the public. Donations may be received, and the performers will receive incidental expenses for travel. The PCC regard these events as public benefit and no charges are levied.

Certainly, the PCC have thought carefully about the services to ensure they engage the people who come into town and those who regularly worship at Christ Church.

The Church that prays together stays together and we have done this by ensuring a clarity of reason and communication, by not allowing conflict and valuing input, by spreading the workload, being clear who is taking the lead, by not stopping change, looking for quality and continuity in the lead on

worship, by organising pastoral care, welcoming newcomers, and encouraging attendance and Prayer!!!

Christ Church have a reputation for being friendly and community based with Jesus at the centre. The Church is openly active during the week. The PCC need to be more intentional about making the most of these attributes. How much do we think we can grow by as a church next year? How does our own activity contribute to the wider family? How do we engage with the Town Centre?

The responsibility is ours, but God also sets the aim, and it is clear; -

That he lives with us as one of us!

On behalf of the Trustees of Parochial Church Council by the Churchwardens

Kenneth Hobbs & Stephen Davis
31st December 2022

**THE PARISH OF WORTHING
CHRIST CHURCH
FOR THE YEAR ENDED 31ST DECEMBER 2022
TRUSTEE'S REPORT (Continued)**

OTHER NAMES Parochial Church Council of Worthing Christ Church (working name)
PCC of Holy Trinity with Christ Church, Worthing (working name)
Parochial Church Council of Holy Trinity with Christ Church (previous name)

CHARITY NUMBER 1152846

START OF FINANCIAL YEAR 01 January 2022

END OF FINANCIAL YEAR 31 December 2022

TRUSTEES AT 31 DECEMBER 2022 Kenneth Hobbs
Sally Turley
Karen Davis
Norma Carter
Stephen Davis
Sylvia Anning
Janet Atkinson
Valeria Grubb
Dr Anthony Stead
Lorraine Roberts
Dr John Bull
Janine Hobbs
Dorothy Foan

The existing trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument.

GOVERNING INSTRUMENT Parochial Church Council Powers Measure (1956) as amended and church representation rules that came into force on 2nd January 1957 as amended on 1 September 2018.

REGISTRATION DATE 12 July 2013: Previously excepted registration

OBJECTS

Promoting in the ecclesiastical parish the whole mission of the church.

CORRESPONDENCE ADDRESS Christ Church
Grafton Road
Worthing
BN11 1QY

PRIMARY BANKERS Lloyds Bank
South Street
Worthing

OTHER BANKERS BOOM (Formerly West Sussex Credit Union)

INDEPENDENT EXAMINER Donna Leppitt
Independent Examiners Ltd
Unit 2
The Broadridge Business Centre
Delling Lane
Bosham
PO18 8NF

**THE PARISH OF WORTHING
CHRIST CHURCH
TRUSTEE'S REPORT (Continued)
FOR THE YEAR ENDED 31ST DECEMBER 2022**

Trustees' Responsibilities

The Charities Act 2011 requires the trustees to prepare financial statements for each financial year which presents a true and fair view of the state of affairs of the Charity and of the surplus of the Charity for that period. In preparing those financial statements the trustees are required to:

- i) Select suitable accounting policies and apply them consistently.
- ii) Make judgements and estimates that are reasonable and prudent.
- iii) Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity. 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.

I approve the attached statement of financial activities and balance sheet and confirm that I have made available all information necessary for its preparation.

Approved by the Trustees on.....14th March 2023

Signed on their behalf by Trustee K. Hobbs

Printed Name:

Kenneth Hobbs

Stephen J Davis - STEPHEN J DAVIS

**THE PARISH OF WORTHING
CHRIST CHURCH
INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2022**

Report to the trustees/ members of Parish of Worthing Christ Church on the accounts for the year ended 31st December 2022.

Respective responsibilities of trustees and 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 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 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

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 Act

have 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.

Donna Leppitt
Independent Examiners Ltd
Unit 2
The Broadridge Business Centre
Delling Lane
Bosham
PO18 8NF



Date: 20th March 2023

**PARISH OF WORTHING
CHRIST CHURCH
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2022**

	Notes	Unrestricted Funds £	Restricted Funds £	Designated Funds	Total 31-Dec-22 £	Total 31-Dec-21 £
RECEIPTS						
Donations & Legacies	3a	45,241	4,410	-	49,651	36,894
Investment Income	3b	4,541	-	-	4,541	5,879
Charitable Activities	3c	85	-	-	85	147
Other Income	3d	-	-	46,975	46,975	3,967
Other Incoming Resources	3e	-	47	-	47	31
TOTAL RECEIPTS		49,867	4,457	46,975	101,299	46,918
PAYMENTS						
Costs of Charitable Activities	4a	96,812	9,528	-	106,339	99,916
Costs of Generating Funds	4b	-	-	285,839	285,839	8
TOTAL RESOURCES EXPENDED		96,812	9,528	285,839	392,178	99,924
NET INCOMING/(OUTGOING) RESOURCES		(46,945)	(5,071)	(238,864)	(290,879)	(53,006)
TRANSFERS BETWEEN FUNDS		47,000	-	(47,000)	-	-
NET MOVEMENT IN FUNDS		55	(5,071)	(285,864)	(290,879)	(53,006)
RECONCILIATION OF FUNDS:						
TOTAL FUNDS BROUGHT FORWARD		48,672	8,760	358,154	415,586	468,592
TOTAL FUNDS CARRIED FORWARD		48,727	3,689	72,290	124,706	415,586

All of the Charity's operations are classed as continuing operations.

The notes form part of these financial statements, found on pages:- 9 to 14

**PARISH OF WORTHING
CHRIST CHURCH
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31ST DECEMBER 2022**

	Unrestricted Fund £	Designated Funds	Restricted Fund £	Endowment Funds	Total 31-Dec-22 £	Total 31-Dec-21 £
ASSETS						
Cash Funds:						
Central Ministry						
Parish Account No 1	(8,251)	-	12,000	-	3,749	8,581
Parish Account No 2	33,838	72,290	(8,676)	-	97,452	353,041
Parish Account No 4	17,462	-	-	-	17,462	17,420
COIF Charities Deposit	-	-	365	-	365	365
Christ Church						
Lloyds Account (No 3)	5,678	-	-	-	5,678	36,179
NET ASSETS	48,727	72,290	3,689	-	124,706	415,586
Represented by:						
General Funds	48,727	-	-	-	48,727	48,727
Restricted Funds 4	-	-	3,689	-	3,689	8,760
Designated Funds 4	-	72,290	-	-	72,290	358,154
Endowment Funds	-	-	-	-	-	-
	48,727	72,290	3,689	-	124,706	415,586
Other Monetary Assets						
Investment Assets:						
CBF Investment Fund	49,591	-	-	85,456	135,047	151,224
CBF Fixed Interest Fund	16,771	-	-	-	16,771	19,371
COIF Investment Fund	8,893	-	13,957	-	22,850	25,637
	75,256	-	13,957	85,456	174,668	196,232
LIABILITIES						
Central Ministry : Examination Fee	1,290	-	-	-	1,290	1,260
	1,290	-	-	-	1,290	1,260

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages:-
9 to 14

Approved by the Trustees on 14th March 2023

Signed on their behalf by Trustee K. Hobbs

Printed Name:

Kenneth Hobbs
Stephen J Davis

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2022**

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

Basis of preparation:

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

Fund Accounting

Funds held by the charity are either:

1. Unrestricted funds

These are funds which can be used in accordance with the charity's objectives, at the discretion of the trustees.

2. Restricted funds

These are funds that can only be used for particular restricted purposes within the objects of the charity.

3. Designated funds

These funds are funds set aside by the trustees out of unrestricted general funds for specific purposes or projects.

4. Endowment funds

These funds are funds set aside by the trustees out of unrestricted general funds for specific purposes or projects.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2022

2. INCOMING RESOURCES

Note	Unrestricted Funds £	Restricted Funds £	Designated Funds	Total 31-Dec-22 £	Total 31-Dec-21 £
a) Voluntary Receipts					
Planned & Loose Collection /Gift Aided	19,039	-	-	19,039	7,967
Gift Aid Tax Recovered	2,636	-	-	2,636	5,395
Planned & Loose Collection /Non Gift Aided	-	-	-	-	2,909
Donations	549	-	-	549	971
Parish Giving Scheme	14,555	-	-	14,555	15,182
Giving via CAF	-	-	-	-	4,470
Waters Hall Fund	8,207	-	-	8,207	-
Funeral & Marriage fees	254	-	-	254	-
Restricted Wardens Fund	-	164	-	164	-
Restricted Mission Fund	-	3,730	-	3,730	-
Restricted Fund	-	516	-	516	-
	45,241	4,410	-	49,651	36,894
b) Investment Income					
Bank Interest	-	-	-	-	1,449
Dividends	4,541	-	-	4,541	4,430
	4,541	-	-	4,541	5,879
c) Activities for Generating Funds (Trading)					
Church and Hall Hire	-	-	-	-	147
Parish Trading income	85	-	-	85	-
	85	-	-	85	147
d) Charitable Activities					
Re-ordering Fund	-	-	46,975	46,975	1,199
Mission Fund	-	-	-	-	2,042
Discretionary Churchwarden's Fund	-	-	-	-	60
Discretionary Vicar's Fund	-	-	-	-	666
	-	-	46,975	46,975	3,967
e) Other Receipts					
Miscellaneous	-	47	-	47	31
	-	47	-	47	31

PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2022

3. RESOURCES EXPENDED

Note	Unrestricted Funds £	Restricted Funds £	Designated Funds	Total 31-Dec-22 £	Total 31-Dec-21 £
Charitable Activities:-					
Parish					
Contribution	37,571	-	-	37,571	36,000
Costs	-	-	-	-	7,485
Administration and PAYE costs	8,936	-	-	8,936	5,749
Fabric	2,518	-	-	2,518	1,982
Upkeep of services	17,186	-	-	17,186	-
Organist	-	4,724	-	4,724	2,196
Clergy & Housing	2,308	-	-	2,308	3,400
Appeals	-	-	-	-	5,000
Restricted Mission Fund	-	3,730	-	3,730	-
Restricted Warden Fund	-	458	-	458	-
Restricted Vicar's Fund	-	615	-	615	634
Verger Expenses	-	-	-	-	540
Giving Expenses	-	-	-	-	44
Mission Fund	-	-	-	-	2,042
Telephone and Broadband	593	-	-	593	659
Electricity					
Christ Church	5,525	-	-	5,525	1,198
Gas					
Christ Church	9,479	-	-	9,479	3,201
Water					
Hall	7,303	-	-	7,303	-
Christ Church	173	-	-	173	128
Printing & Stationery	-	-	-	-	3,930
Church & Hall					
Cleaning	-	-	-	-	4,562
Repairs and Renewals	-	-	-	-	1,126
Professional Services	-	-	-	-	12,376
Equipment	-	-	-	-	1,092
Insurance - Christ Church	3,931	-	-	3,931	4,170
Organ Maintenance	-	-	-	-	729
Miscellaneous	1,290	-	-	1,290	533
Governance costs:-					
Independent Examiner Fee	-	-	-	-	1,140
	96,812	9,528	-	106,339	99,916
Fundraising costs (Trading)					
Trading Expenses for Churches & Halls	-	-	-	-	8
Re-ordering Fund	-	-	285,839	285,839	-
	-	-	285,839	285,839	8

PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2022

4. FUNDS OF THE CHARITY

RESTRICTED FUNDS
CURRENT FINANCIAL YEAR

	Balance 01-Jan-22 £	Income £	Expenditure £	Unrealised Gain/Loss £	Transfers £	Balance 31-Dec-22 £
Central Ministry						
No.1 A/c						
Mission Fund	2	3,730	(3,730)	-	-	2
Discretionary Churchwardens' Fund	1,817	164	(458)	-	-	1,523
Discretionary Vicar's Fund	2,054	-	(615)	-	-	1,439
	<u>3,873</u>	<u>3,894</u>	<u>(4,803)</u>	<u>-</u>	<u>-</u>	<u>2,964</u>
No.2 A/c						
Organ	3,135	-	(4,724)	-	-	(1,589)
Youth Fund	1,752	-	-	-	-	1,752
Restricted Fund	-	516	-	-	-	516
	<u>4,887</u>	<u>516</u>	<u>(4,724)</u>	<u>-</u>	<u>-</u>	<u>679</u>
Contra	-	47	-	-	-	47
Total Restricted funds	<u><u>8,760</u></u>	<u><u>4,457</u></u>	<u><u>(9,528)</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>3,689</u></u>

RESTRICTED FUNDS
PREVIOUS FINANCIAL YEAR

	Balance 01-Jan-21 £	Income £	Expenditure £	Unrealised Gain/Loss £	Transfers £	Balance 31-Dec-21 £
Central Ministry						
No.1 A/c						
Mission Fund	2	2,042	(2,042)	-	-	2
Discretionary Churchwardens' Fund	1,151	666	-	-	-	1,817
Discretionary Vicar's Fund	2,628	60	(634)	-	-	2,054
	<u>3,781</u>	<u>2,768</u>	<u>(2,676)</u>	<u>-</u>	<u>-</u>	<u>3,873</u>
No.2 A/c						
Organ	4,113	-	(978)	-	-	3,135
Youth Fund	7,017	-	(5,265)	-	-	1,752
Restricted Fund	-	-	-	-	-	-
	<u>11,130</u>	<u>-</u>	<u>(6,243)</u>	<u>-</u>	<u>-</u>	<u>4,887</u>
Total Restricted funds	<u><u>14,911</u></u>	<u><u>2,768</u></u>	<u><u>(8,919)</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>8,760</u></u>

The Restricted Funds are wholly represented by the Charity's cash reserves and are to be expended as specified above.

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2022**

DESIGNATED FUNDS

CURRENT FINANCIAL YEAR

	Balance 01-Jan-22 £	Income £	Expenditure £	Unrealised Gain/Loss £	Transfer £	Balance 31-Dec-22 £
Designated Funds:-						
Re-order Fund	239,505	46,975	(285,839)	-	(47,000)	(46,359)
Designated Fund	76,697	-	-	-	-	76,697
Designated Legacy Fund	41,952	-	-	-	-	41,952
Total Designated Funds	358,154	46,975	(285,839)	-	(47,000)	72,290
Unrestricted Funds:-						
Central Ministry	12,493	45,367	(96,812)	-	82,000	43,049
Christ Church (No 3 A/c)	36,179	4,500	-	-	(35,000)	5,678
Total Unrestricted Funds	48,672	49,867	(96,812)	-	47,000	48,727

PREVIOUS FINANCIAL YEAR

	Balance 01-Jan-21 £	Income £	Expenditure £	Unrealised Gain/Loss £	Transfer £	31-Dec-21
Designated Funds:-						
Re-order Fund	33	1,199	(11,727)	-	250,000	239,505
Designated Fund	26,697	-	-	-	50,000	76,697
Designated Legacy Fund	44,305	-	(2,353)	-	-	41,952
Total Designated Funds	71,035	1,199	(14,080)	-	300,000	358,154
Unrestricted Funds:-						
Central Ministry	346,467	42,951	(76,925)	-	(300,000)	12,493
Christ Church (No 3 A/c)	36,179	-	-	-	-	36,179
Total Unrestricted Funds	382,646	42,951	(76,925)	-	(300,000)	48,672

5. INVESTMENT FUNDS

		Market Value 31-Dec-22	Market Value 31-Dec-21	Cost
Christ Church Worthing				
CBF Investment Fund	Unrestricted	49,591	54,367	7195
COIF Investment (Cortis Gift)	Unrestricted	8,893	9,978	Unknown*
		58,485	64,345	N/A
CBF Investment Fund	Endowment	85,456	96,857	Unknown*
CBF Fixed Interest Fund	Endowment	16,771	19,371	Unknown*
COIF Investment Fund (E M Garland for poor)	Restricted	13,957	15,659	Unknown*
		116,184	131,887	N/A
TOTALS		174,668	196,232	N/A

*Original costs for those marked funds were established many years ago are not available.

PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2022

6. STAFF COSTS AND PAYMENTS TO PCC MEMBERS

	TOTAL 2022 £	TOTAL 2021 £
Gross Salaries & Wages:	8,645	8,485
Christ Church Worthing		
Employer's National Insurance Costs	-	-
Pension Contributions	-	-
TOTAL STAFF COSTS	<u>8,645</u>	<u>8,485</u>

Christ Church employs a part time Verger Mrs Lorraine Roberts, a Trustee, who received £540 (£540 - 2021) and Janine Hobbs, a Trustee, who received £5,200 as Parish Administrator (£5,200 - 2021). This payment is gross and Income Tax is deducted at source.

Mr John Collins is employed as an Organist and received £2,905 (£2,196 - 2021). This payment is gross and Income Tax is deducted at source.

Clergy Costs:

There have been no Clergy costs nor any other payments made to Parochial Church Council members in their roles as trustees other than reimbursements.

7. RISK ASSESSMENT

The PCC actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The PCC have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

8. RESERVES POLICY

The trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

9. PUBLIC BENEFIT

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

Accounts

ANNUAL REPORT and FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL TRUSTEES
for the
PARISH of WORTHING – CHRIST CHURCH
For the year ended 31st December 2021

Registered with the Regulator for Charities in England and Wales

Charity Registration Number 1152846

Bankers:

Lloyds Bank, South Street, Worthing
BOOM [Formerly West Sussex Credit Union]

Independent Examiner:

Paul Bernard Robinson MAAT FCIE
Independent Examiners Ltd
Unit 2 The Broadbridge Business Centre
Delling Lane
BOSHAM
West Sussex PO18 8NF

PARISH of WORTHING - CHRIST CHURCH

Registered Charity Number 1152846

ANNUAL REPORT and FINANCIAL STATEMENTS of
THE TRUSTEES of the PAROCHIAL CHURCH COUNCIL
of the

PARISH of WORTHING – CHRIST CHURCH

Christ Church, Grafton Road, Worthing.

Report for the year 2021

1st January to 31st December

Aim and Purposes

The primary objective of Christ Church is the promotion of the Gospel of Jesus Christ, according to the doctrines and practices of the Church of England. The Parochial Church Council [PCC] has the responsibility of promoting, in the ecclesiastical parish, the whole mission of the Church pastoral, evangelistic and ecumenical

Vision, Objectives and Activities

The mission of Christ Church is to live and show Christ's love to the Parish and Community we serve to each other and to the town in which we live.

The Benefice of Worthing - Christ Church came into being as the result of a Pastoral Scheme ratified by the Church Commissioners on 21st August 2018. The scheme came into effect on 1st September 2018. The primary objects of this new Parish remain as detailed above.

In our Mission Action Plan, the PCC set out the following objectives:

- Enabling as many people as possible to worship at our church, and
- Enabling as many people as possible to become part of the parish community at Christ Church.

The Minister, Churchwardens and PCC are Trustees of the Charity named Parish of Worthing – Christ Church, and they maintain an overview of worship, outreach and financial stewardship throughout the parish and make suggestions on how our services and stewardship can involve the many

groups and organisations that live within our parish.

The PCC are mindful of scripture [Matthew 6 [NIV]] and in this context fulfil its direction as well as applying Charity law and legal statutes in relation to those in whom we serve in our Aims, Purposes, Objectives and Activities.

The Minister is entrusted to look after the spiritual needs and growth of not only the congregation, but the whole parish which includes the Civic and Town Centre, the Town Hall, and its administrative buildings; all staff of the shops, offices, and commerce, including law enforcement, the people who travel to the town for shopping and for the holidaymakers. Christ Church is a town centre church with town centre aspirations of reaching out to all who live in and visit our parish.

The Outreach committee plan the many activities throughout the year and when planning, our Minister and the PCC have consideration of the Charity Commissioners' guidance on public benefit and the specific guidance on 'charities for the advancement of religion.' We try to enable local people to live out their faith as part of our community through:

- Worship and prayer; learning about the Gospel; developing their knowledge of, and trust in Jesus,
- Provision of pastoral care for people living and working in the parish,
- Mission and outreach work.

Our Service to the Community, Mission & Pastoral Care

Services, on alternate weeks, will be Morning Prayer and Holy Communion and begin at 10:30 am. On alternate Sunday Evenings there is a Book of Common Prayer Service and Thursday mornings a Book of Common Prayer Service Holy Communion which begin at 6:00 pm and 10:30 am respectively. All information is clearly displayed on the two Church notice boards to the east and west of the church building.

Included on the boards are details of the Minister to contact, which includes the telephone number. There are other notice boards to inform the community of all other activities available throughout the week. The Church website is updated weekly to ensure the wider community have information relating to the services and wider information.

A magazine is published monthly and delivered to the community. A pew sheet, which includes all services and activities is produced weekly. All of which is published on the Church website. There is also a facility, on the website, for folk to contact the Church laity or the Minister for advice on weddings, funerals, christening, and historical matters relating to the Churchyard.

Church Life & Review of the Year

From 15th March 2020, our Minister had a requirement to shield from the Covid virus and therefore has been unable to fulfil pastoral duties since this date. From October 2020, he has been signed sick and unable to fulfil his Canon law duties to officiate to the Parish to end of this fiscal year. The organisation of Christ Church has been fulfilled by the Churchwardens and the Parochial Church Council.

In January 2021, following Government guidance on a mutant strain of the Covid virus, the PCC decided, in the interests of safety, to close the Church for services from 7th January 2021. The Church, following Government advice that the virus was under control, and with full consultation of the PCC and Covid Risk Assessment team, re-opened for services from 7th March 2021,

Attendance for services averaged at between 45 and 50 per week during the Covid easement rules. Then from the period from re-opening there had been a steady flow of folk who worshipped at Christ Church because their own Church was in lockdown or conducting virtual services for which they had no access to. Average attendance to our Sunday services grew from an easement to lockdown and averaged 55/65 and then tapered down slowly from uncertainty of the Omicron strain the latter part of the year.

The Christ Church family are practical, faithful Christians who welcome visitors from within as well as outside the parish boundary. People attend by personal choice and, it is our pleasure to welcome any age from all levels of society to take part in the life of the church, to know the Lord and to want to know the Lord through our actions, our scriptural life, and our services.

Most of the Christ Church family have undergone familiarity sessions in understanding dementia and received their Dementia Friendly recognition. Christ Church will continue to offer use of the building to local community groups. All meet without charge as the PCC deem this a community initiative

and public benefit.

The need to move forward in faith and invest in people and to modernise our church building, point to a hopeful future. A decision by the PCC to proceed with an application for faculty was agreed unanimously on 18th August 2020.

Preparation work commenced December 2021. Work will start in January 2022. Pews have been removed to allow a more open space, to enhance the church interior, and enlarge the meeting area complete with a kitchenette facility in the North West corner. Work is expected to take four to five months.

Worthing Borough Council Homeless Persons Unit asked if their team could use Christ Church as a drop-in centre for the homeless. The Parochial Church Council agreed, and the Council team now open twice a week. They offer advice and meals. During days of extreme cold, the Church will be open overnight to offer a Night Shelter to the vulnerable. [Luke 4 v18-19]

Minister and the Parish Team

The Reverend David Renshaw has been on long term sick absence since March 2020.

Retired Clergy

The Reverend Canon Muriel Pargeter retired from Services December 2021
The Reverend Greville [Alex] Grubb who died in September

The Churchwardens and Christ Church Family extend gratitude for their Ministry and guidance at Christ Church for over a number of years.

Churchwardens

Mr Kenneth Hobbs
Mr Stephen Davis

Laity

Mrs Janine Hobbs – Safeguarding Officer/Parish Administrator/PCC Secretary
Ms Ann Photiades Mr Stephen & Mrs Karen Davis, Mrs Val Grubb
– assisting in administration
Mrs Lorraine Roberts – Verger
Mr John Collins – Organist
Mr Miles Young – Pianist left August 2021

Miss Sylvia Anning – Sacristan assisted by Ms Sally Turley
Mrs Jenny Chandler – Pianist from August 2021
Mr Kenneth Hobbs – Finance
Dr John Bull – Publicity and a body of folk who deal with the cleaning and
flower decoration of the Church and the Gardening team

The role of the Churchwarden and the Vestry Meeting

Churchwardens are Bishop's Officers and senior lay representatives of the parish. The role is extremely varied but involves management, maintenance, and mission in accordance with the Churchwardens Measure 2001 and the Canons of the Church of England [Canon E1]. They are foremost in representing the laity and in co-operating with the Minister, and they have a duty to maintain order and decency in the church and churchyard, particularly during the times of divine service.

In cooperation with the Minister, they are responsible for the day-to-day functioning of the parish. In relation to safeguarding, the churchwardens work with the Minister, PCC and parish safeguarding officer. They are charged with active participation in the Church's mission –

“...use their best endeavours by example and precept to encourage the parishioners in the practice of true religion and to promote peace and unity among them”

- Ensure that in the period of a vacancy [during an interregnum], that the incumbent's safeguarding roles and responsibilities are fulfilled, in consultation with the PCC, parish safeguarding officer and the rural dean,
- Pay attention to the specific needs of children and vulnerable adults when undertaking health and safety inspections and risk assessment; Ensure that risk assessments are carried out before new activities are undertaken,
- Ensure that all parish activities with children and vulnerable adults are supervised and insured,
- Ensure that the parish has procedures for responding to complaints and grievances,
- Answer questions regarding safeguarding as they arise in the archdeacon's visitations, and respond to any specific safeguarding advice, which may be

given from the archdeacon,

As to duties previously owed by the churchwardens with respect to:

[a] The financial affairs of the church including the collection and administration of all moneys raised for church purposes and the keeping of accounts in relation to such affairs and moneys.

[b] The care maintenance preservation and insurance of the fabric of the church and the goods and ornaments thereof.

[c] The care and maintenance of any churchyard [open or closed]...; as to any duties under enactments imposing duties on churchwardens, vestries, or church trustees; s.6[4] as to the duty to keep the diocesan authority indemnified; and as to the provision of financial statements to the annual parochial church meeting.

In accordance with The Churchwardens [Appointment & Resignation] Measure 1964 replaced by the Churchwarden Measure 2001, a meeting is held separately, and the nomination is received by the Minister or Vice Chair [in Ministers absence] prior to the meeting, which is held no later than 31st May [Rule change from 2020] and prior to the APCM.

**Vestry Meeting
Election of Church Wardens
held prior to the Annual Parish Church Meeting
on Sunday 25th April 2021**

Nominated at the Vestry Meeting for 2021-2022 and elected were:

Mr Kenneth Hobbs and Mr Stephen Davis

**The Annual Parish Church Meeting [APCM]
held on Sunday 25th April 2021**

Structure, Governance and Management

The PCC met 5 times during 2021. The Standing Committee did not meet. The average level of attendance at the PCC is given as 100% and at Standing Committee 100%. Various other committees delegated from the PCC were able to meet. The Fabric Committee met to discuss the faculty application for

the West end reordering.

The PCC are the main decision makers of the parish. The PCC is made up as follows: - Clergy, Churchwardens, Deanery, and others elected by the APCM of the parish. Its powers and duties are defined by legislation and can principally be found in the Parochial Church Councils [Powers] Measure 1956.

This responsibility, along with the Minister, is to promote the mission of God in the parish. Legally, the PCC is responsible for the finances of the parish. It also has ultimate responsibility for the care and maintenance of all church buildings and their contents.

The Minister's role is to provide leadership concerning safeguarding, and to encourage everyone to promote a safer church. Although these responsibilities are executed by the Safeguarding Officer, Minister and Churchwardens, all PCC members share in the oversight of the Charity.

The PCC has a voice in the forms of service used by the church, with the guidance from their Minister, and may make representations to the Bishop on matters that affect the welfare of the parish.

The PCC is registered with the Charity Commission as required by the Charities Act 2011. It must comply with the Charity Commission guidance and legislation in relation to registered charities. Every member of the PCC is also a charity trustee and has collective responsibility for the decisions and actions taken on behalf of the charity and the church fellowship.

Membership of the PCC and Standing Committee is determined under the Church Representation Rules – Appendix II Rule 13 & 14 [a] [b], according to Electoral Roll [ER] numbers for the whole Parish. The PCC would consist of ex-officio members [Incumbent, Priest-in-Charge, Curate, and those licenced to officiate in the church], the Churchwardens and members of the Deanery, plus readers and members of the Church. *[Those in parentheses would not be entered onto the ER]*

Church Attendance & Electoral Roll

There were 96 members on the Church Electoral Roll [ER] at the beginning of May 2021. The Electoral Roll is reviewed annually. The next renewal of the register will be 2025

Members are warmly encouraged to stand for election to the PCC and we welcome a balance of skills and experience where possible.

At present the application of the rules is interpreted as follows: -

The Parochial Church Council [PCC] for 2021 - 2022

Nominated at the APCM for 2021-2022 and elected were:

Mr Kenneth Hobbs, Mr Stephen Davis, Mrs Karen Davis, Mr Robin Biggs, Mrs Dorothy Foan, Mrs Janet Atkinson, Mrs Norma Carter, Mrs Valerie Grubb, Mrs Janine Hobbs, Dr Anthony Stead and Miss Sylvia Anning

Twelve persons able to be proposed from the parish to the APCM, and eleven proposed, nominated, and then confirmed and voted for at the APCM.

It is the vote of the PCC that members are elected annually. This decision is reviewed six yearly and was again supported by the APCM in 2019. The next Review will be in 2025 with effect from 2026.

Deanery Synod Representatives: for 2020 - 2023

Three persons can be elected to Deanery Synod – two people were nominated and elected: Dr. John Bull and Mrs Lorraine Roberts

PCC Elected Minute Secretary

Mrs Jenny Stead

Standing Committee Meetings

The Standing Committee, for 2021: - Churchwardens, PCC Secretary and the Parish Treasurer and 2 PCC members and at the discretion of the Standing Committee, other interested folk who will contribute to an issue involving a decision.

Governance

The parish has a robust safeguarding policy and procedure, with all trustees having undergone safeguarding training during the early part of the year with new members to be trained as soon as possible. Safeguarding is a permanent agenda item on each full PCC meeting. Christ Church is also a Dementia friendly church, having undergone dementia training and

understanding.

In order to conform with all standards required of the Charity by the Charity Commission, the parish is compliant and has in place policies and guidelines on the following: -

Complaints; Disciplinary; Employer/Employee contract and conduct; Safeguarding [Child Protection & Vulnerable Adults]; Grievance; Finance; Risk Management; Volunteers; Health & Safety; Conflict of Interest and Equality. The Policy document is reviewed annually and will include new guidelines as and when required.

The parish is also compliant with the General Data Protection Regulations [GDPR] and is 100% compliant with all Safeguarding issues required by Government and the Diocese of Chichester.

The PCC agreed to finance a laptop computer for our Minister's use at home for pastoral purposes at a cost of £355.00 on 23rd March 2020. A stand-alone computer purchased for Church use is also being used at the Minister's home from March 2020. Both remain the property of the PCC.

Financial & General Review including Covid Restrictions from the Churchwardens.

As part of the Parish commitment for community outreach and public benefit, the PCC agreed to invest in BOOM [formerly West Sussex Credit Union], regular sums of restricted investment income, which is specific, to help those in need.

BOOM is regulated by the Financial Services Authority and are well versed in offering affordable, low interest financial help and advice to those who are most vulnerable and in most need; by investing in this credit union, the PCC feel well placed to know that when and where there is need, BOOM are there to help. It is also worth noting that whilst clients are asking for consideration on loans, they are also encouraged to save with BOOM, to give that added incentive of ownership. The PCC are pleased to state that throughout the Covid-19 pandemic crisis, we were able to continue this quarterly deposit, ensuring help to those in need during this challenging time. The PCC agreed that this need could be well served by turning to BOOM, whose office is in the town centre and in our Parish.

In March, the PCC agreed to make a discretionary payment to the Mothers Union to help towards the refurbishment of their static caravan at Winchelsea. The caravan has been extensively used for children with mental and physical disabilities, allowing them respite with their parent/carers. The Mothers Union informed the PCC that whilst there is confidentiality about the use, families from the Parish would have used and would be able to use the facility, should there be a need. The Mothers Union informed the PCC, had it not been for the help, the caravan would not have been operable.

It is good to see the use of Gift Aid through the Parish Giving Scheme [PGS] and giving in general using the Parish Gift Aid envelopes. It is encouraging to note that the PCC is claiming the maximum amount of gift aid allowed for by the Government. As the congregation grows there have been more joining the PGS scheme.

Government and Church of England Covid advice was there should be no monetary offering during services. Instead, there is a collection point at the entrance of Church. This allows for some members to use the facility. Others, instead, donate directly into the Church banking system.

The PCC are actively seeking alternate ways of encouraging giving, one idea is mobile contactless bank machines.

The PCC decided that specific collections during the Advent and Christmas period would be equally divided between the Missions supported by Christ Church. This was by way of compensating those societies normally supported by the Wednesday morning coffee sessions and as well as our Mission days.

The largest expenditure of the PCC was the sum paid to the Diocese to cover our Parish Ministry Costs [PMC]. This amount covers the housing, stipend and pensions costs of the clergy and a standard sum for diocesan central costs, clergy training and a contribution to the national church fund.

There were no trustees who sought reimbursement for any Parish business expenses in their role as trustee of the PCC, excepting the Chair of the PCC, the Reverend David Renshaw. His expenses are detailed in the Church accounts which are incorporated within this report and are detailed below: -

Taxable gain is levied on Fixed Monthly Charge for Telephone and Broadband

Internet and therefore is subject to HMR&C declaration by Clergy.

The PCC met 100% of their commitment to pay the Parish Ministry Cost [PMC] of £35,247 for 2021. It is also important to note that the total cost relates directly to the clergy of this parish, the remainder being shared costs of the Christian family throughout the whole Church of England, including assistance towards the upkeep of churches less able to manage than ourselves within the Deanery.

The PCC employ: A Verger, an administrator, and an organist. The PCC contracts Mrs Lorraine Roberts to work as Verger and is paid £45 per calendar month. The Verger role is paid at £10.38 per hour for one hour per week. Additional time worked is on a voluntary basis. She is also a Trustee but receives no remuneration for this role. Mr John Collins is contracted by the PCC as Organist and is paid £35 per service increasing to £40 from August. The PCC contracts Mrs Janine Hobbs to work as an administrator and receives £433.33 per calendar month. The administrator role is paid £10.00 per hour for ten hours per week. Additional time worked is on a voluntary basis. She is also a Trustee but receives no remuneration for this role. The remunerations are above the national hourly rate.

The Minister is also a Trustee but has received no remuneration for this role.

Trustees are entitled to claim expenses incurred in undertaking their specific role as a trustee.

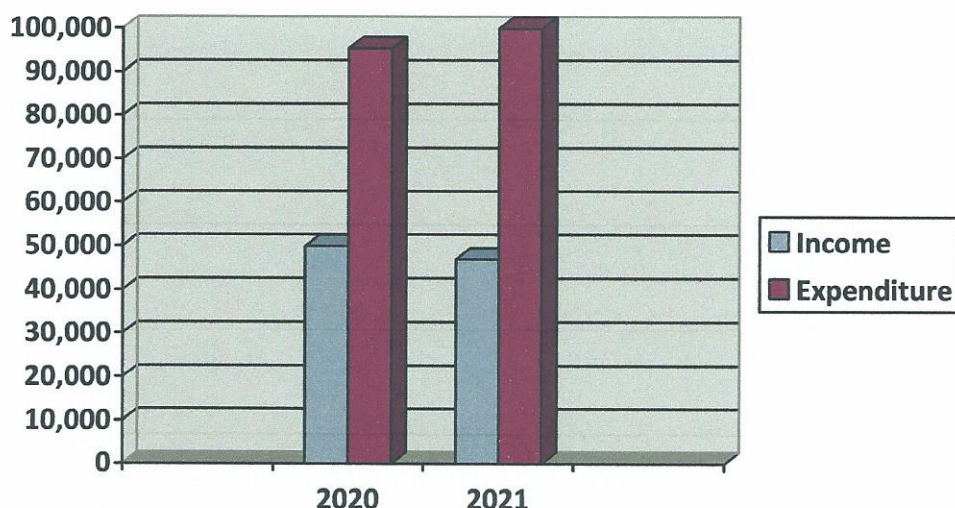
All employees are paid under the P.A.Y.E system using HMR&C computer software and the Parish is regulated and registered by HMR&C for Income Tax and National Insurance purposes. The Parish is fully compliant with all HMR&C rules and regulations and offer the Parish options for training at any time.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds [excluding property] which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of **£415,586**, despite the deficit of **£53,006** this year, is a positive step and we still have enough cash flow to continue to pay bills when they fall due from designated funds which form part of general funds.

As well as holding the above general reserves, from time to time the PCC will

receive a legacy and donations for expenditure on purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the legacy or donation, depending on the specific objectives of the donor. The legacy and donations of the Re-order fund fall into this category. If the PCC identify that the specific purpose can only be achieved by delaying the expenditure, the legacy is invested, temporarily, until the need for expenditure is identified and the donors notified.



Total Receipts for the Parish **£46,918**

Payments of the Parish **£99,924**

OVERALL DEFICIT FOR 2021 **£53,006**

Financial Conclusion

There is no doubt that Coronavirus [Covid-19] in 2020, influenced the annual finances of the Church for this year ending, but not to the extent feared. Expenditure in some areas reduced, whilst in others increased, this was to ensure communication with church members, one example would be postage and printing.

It should be noted that the CBF Restricted and Endowment Investment Asset [Item 5 to the accounts] totalling £116,228 is maintained in trust by the Chichester Diocesan Board of Finance and the Church of England Investment Board known as the CCLA. The value of this investment saw a capital increase in 2021, of £10,743. The PCC endeavour to use this specified

income, which is received every four months in a year as best they can, by investing the income within BOOM formally West Sussex Credit Union, as mentioned above. It is encouraging to note that despite Covid-19, investment continued to rise. COIF Cortis Gift and COIF Investment E M Garland fund valued at £25,637 are restricted funds to assist folk in need.

Efforts to realise the Investment Asset, as detailed in Item 5, could only be agreed providing the terms in which the capital held is used specifically for its restrictive purpose.

There remains a continuing need to explore all means of increasing income from the present church membership while at the same time, by our united witness to the Gospel, encouraging more people to join us.

Government initiatives are available, such as Gift Aid reclaiming, not only on our planned giving but for loose collection from those who are not taxpayers; this is called Gift Aid Small Donations Scheme [GASDS]. The maximum amount of loose collection is £8,000 over a previous tax period [6 April to 5 April].

In real terms this means the Parish could receive the maximum gift aid of £2,000. The tax year for GASDS 2020/21 will show a reduced claim due to Covid-19 and the lack of services from April to December.

The PCC agreed, for the budget year 2021, to seek help from a volunteer to fulfil the role of Gift Aid Officer, to be able to deal with Gift Aid and to maximise the potential of help from HMR&C

The Parish Giving Scheme [PGS] allows gift aid to be added to the giving in advance of claiming from HMR&C and paid to the parish within 10 days from the end of each month. There is also an option to review giving annually. PGS will also, when take up is stronger, allow the parish to budget more soundly knowing there is regular, uninterrupted giving.

Prospects and Activity in our Parish

Christianity celebrates God's great descent. His nature does not trap him in heaven, but it leads him to earth. In God's great gospel, he not only sends, he becomes, he not only talks to us, he lives with us as one of us!

The PCC will walk forward, **together** in faith in the sure knowledge that God, our Father, will guide and support us. Prayer is a positive and integral part of our growth in His Ministry at Christ Church and in the town centre of Worthing.

We take huge comfort in the verse above and from comments of those who visit and/or worship at Christ Church. All that we do at Christ Church is to serve. We believe with His help Christ Church will continue to serve the community and encourage all to benefit from what He has to offer, the Good News of his son Jesus Christ.

Certainly, the PCC have thought carefully about the services to ensure they engage the people who come into town and those who regularly worship at Christ Church.

The Church that prays together stays together and we have done this by ensuring a clarity of reason and communication, by not allowing conflict and valuing input, by spreading the workload, being clear who is taking the lead, by not stopping change, looking for quality and continuity in the lead on worship, by organising pastoral care, welcoming newcomers, and encouraging attendance and Prayer!!!

Christ Church have a reputation for being friendly and community based with Jesus at the centre. The Church is openly active during the week. The PCC need to be more intentional about making the most of these attributes. How much do we think we can grow by as a church next year? How does our own activity contribute to the wider family? How do we engage with the Town Centre?

The responsibility is ours, but God also sets the aim, and it is clear; -

That he lives with us as one of us!

On behalf of the Trustees of Parochial Church Council by the Churchwardens

Handwritten signatures of Ken and Steve in cursive script.

Kenneth Hobbs & Stephen Davis
31st December 2021

**PARISH OF WORTHING
CHRIST CHURCH
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2021**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
RECEIPTS :						
Voluntary Receipts	2a	36,894	0	0	36,894	39,073
Activities for Generating Funds	2b	147	0	0	147	995
Investment Income	2c	5,879	0	0	5,879	5,715
Charitable Activities	2d	0	1,199	2,768	3,967	2,712
Other Receipts	2e	31	0	0	31	1,414
TOTAL RECEIPTS		42,951	1,199	2,768	46,918	49,909
PAYMENTS :						
Fundraising Costs (Trading)	3a	8	0	0	8	1,901
Charitable Activities	3b	76,917	14,080	8,919	99,916	93,490
TOTAL PAYMENTS		76,925	14,080	8,919	99,924	95,391
NET INCOMING/(OUTGOING) RESOURCES		-33,974	-12,881	-6,151	-53,006	-45,482
Balances Brought Forward		382,646	71,035	14,911	468,592	514,074
Transfer Between Funds	4	-300,000	300,000	0	0	0
BALANCES CARRIED FORWARD		48,672	358,154	8,760	415,586	468,592

The notes on pages 3 to 7 form part of these accounts.
All operations are continuing operations.

**PARISH OF WORTHING
CHRIST CHURCH
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31ST DECEMBER 2021**

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	31-Dec 2021 Total	31-Dec 2020 Total
ASSETS		£	£	£	£	£	£
Cash Funds:							
Central Ministry							
Parish Account No 1		-4,927	-	13,508	-	8,581	14,610
Parish Account No 2		-	358,154	-5,113	-	353,041	82,165
Parish Account No 4 (Boom)		17,420	-	-	-	17,420	13,100
COIF Charities Deposit Fund		-	-	365	-	365	365
Fixed Term Account No 5		-	-	-	-	-	321,284
Christ Church							
Lloyds Account (No 3)		36,179	-	-	-	36,179	37,068
		48,672	358,154	8,760	0	415,586	468,592
Represented by:							
Unrestricted Funds		48,672	-	-	-	48,672	382,646
Designated Funds		-	358,154	-	-	358,154	71,035
Restricted Funds		-	-	8,760	-	8,760	14,911
Endowment Funds		-	-	-	-	-	-
		48,672	358,154	8,760	0	415,586	468,592
Other Monetary Assets:							
Investment assets:							
CBF Investment Fund		54,367	-	-	96,857	151,224	132,294
CBF Fixed Interest Fund		19,371	-	-	-	19,371	20,750
COIF Investment Fund		9,978	-	15,659	-	25,637	22,631
	5	83,716	0	15,659	96,857	196,232	175,675
Debtors and Prepayments:							
Central Ministry							
		-	-	-	-	-	-
Holy Trinity:							
		-	-	-	-	-	-
		0	0	0	0	0	0
Liabilities:							
Central Ministry: Examination Fee							
		1,260	-	-	-	1,260	1,140
		1,260	0	0	0	1,260	1,140

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 1 to 2.

Approved by the Parochial Church Council on Tuesday

22nd March 2022

Signed on their behalf by Ken Hobbs

Ken Hobbs (Vice Chair, Church Warden, Parish Treasurer)

Signed on their behalf by Steve Davis

Steve Davis (Church Warden)

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2021**

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

2. RECEIPTS

Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
a) Voluntary Receipts					
Planned & Loose Collection /Gift Aided	7,967			7,967	8,527
Gift Aid Tax Recovered	5,395			5,395	6,739
Planned & Loose Collection /Non Gift Aided	2,909			2,909	2,189
Donations	971			971	1,605
Parish Giving Scheme	15,182			15,182	15,913
Giving via CAF	4,470			4,470	4,100
Legacies				0	0
National Heritage Grant				0	0
	36,894	0	0	36,894	39,073

b) Activities for Generating Funds (Trading)

Fees				0	513
Church and Hall Hire	147			147	482
Events					
	147	0	0	147	995

c) Investment Income

Bank Interest	1,449			1,449	1,284
Dividends	4,430			4,430	4,431
	5,879	0	0	5,879	5,715

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2021**

2. RECEIPTS (Continued)

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
d) Charitable Activities	4					
Re-ordering Fund			1,199		1,199	0
Mission Fund				2,042	2,042	1,708
Flower Fund					0	
Discretionary Churchwarden's Fund				60	60	350
Discretionary Vicar's Fund				666	666	654
Keeping in Touch Fund						
		0	1,199	2,768	3,967	2,712

e) Other Receipts

Insurance Claims and Refunds					0	1,205
Miscellaneous		31			31	209
		31	0	0	31	1,414

3. PAYMENTS

a) Fundraising Costs (Trading)

Church Flat Expenses & Commissior	4				0	1,470
Trading Expenses for Churches & Halls		8			8	431
		8	0	0	8	1,901

b) Charitable Activities

Parish						
Contribution		36,000			36,000	35,195
Costs		7,485			7,485	8,098
Administration and PAYE costs	6	5,749			5,749	5,728
Fabric		1,982			1,982	829
Organist	6	2,196			2,196	1,764
Clergy & Housing		3,400			3,400	3,127
Independent Examination Fee		1,140			1,140	1,500
Appeals	4			5,000	5,000	0
Restricted Warden Fund	4				0	0
Restricted Vicar's Fund	4			634	634	200
Keeping in Touch	4				0	0
Verger Expenses	6	540			540	540
PCC Fees					0	108
Giving Expenses		44			44	14
Carried forward		58,536	0	5,634	64,170	57,103

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2021**

3. PAYMENTS

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
b) Charitable Activities						
Brought forward		58,536	0	5,634	64,170	57,103
Mission Fund	4			2,042	2,042	1,708
Telephone and Broadband		659			659	689
Electricity						
Hall					0	6
Christ Church		1,198			1,198	1,339
Gas						
Christ Church		3,201			3,201	4,556
Water						
Hall					0	0
Christ Church		128			128	0
Photocopier Lease/ Printing & Stationery		3,930			3,930	5,138
Church & Hall						
Cleaning		4,562			4,562	4,262
Repairs and Renewals	4		1,126		1,126	8,926
Professional Services	4		12,111	265	12,376	4,788
Equipment	4		843	249	1,092	0
Insurance		4,170			4,170	4,169
Organ Maintenance	4			729	729	0
Miscellaneous		533			533	806
		76,917	14,080	8,919	99,916	93,490

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2021**

4. FUNDS OF THE CHARITY	Balance		Expend-		Balance
UNRESTRICTED FUNDS	01-Jan-21	Income	ture	Transfers	31-Dec-21
Central Ministry	345,578	42,951	76,925	-300,000	11,604
Christ Church (No 3 A/c)	37,068	-	-	-	37,068
Total Unrestricted Funds	382,646	42,951	76,925	-300,000	48,672
DESIGNATED FUNDS					
Central Ministry					
No.2 A/c					
Re-order Fund	33	1,199	11,727	250,000	239,505
Designated Fund	26,697	-	-	50,000	76,697
Designated Legacy Fund	44,305	-	2,353	-	41,952
Total Designated Funds	71,035	1,199	14,080	300,000	358,154
RESTRICTED FUNDS					
Central Ministry					
No.1 A/c					
Mission Fund	2	2,042	2,042	-	2
Discretionary Churchwardens' Fund	1,151	666	-	-	1,817
Discretionary Vicar's Fund	2,628	60	634	-	2,054
Christ Church Organ & Maintenance	-	-	-	-	-
Subtotal	3,781	2,768	2,676	-	3,873
No.2 A/c					
Organ	4,113	-	978	-	3,135
Youth Fund	7,017	-	5,265	-	1,752
Subtotal	11,130	0	6,243	0	4,887
Total Restricted Funds	14,911	2,768	8,919	0	8,760
Total Funds	468,592	46,918	99,924	0	415,586

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2021**

5. INVESTMENT ASSETS

		Market Value 31-Dec-21 £	Market Value 31-Dec-20 £	Cost £
Christ Church Worthing				
CBF Investment Fund	Unrestricted	54,367	47,559	7,195
COIF Investment Fund (Cortis Gift)	Restricted	9,978	8,808	Unknown*
		<u>64,345</u>	<u>56,367</u>	<u>N/A</u>
CBF Investment Fund	Endowment	96,857	84,735	Unknown*
CBF Fixed Interest Fund	Endowment	19,371	20,750	Unknown*
COIF Investment Fund (E M Garland for poor)	Restricted	15,659	13,823	Unknown*
		<u>131,887</u>	<u>119,308</u>	<u>N/A</u>
TOTALS		<u>196,232</u>	<u>175,675</u>	<u>N/A</u>

*Original costs for those marked funds were established many years ago are not available.

6. STAFF COSTS AND PAYMENTS TO PCC MEMBERS

	31-Dec 2021 £	31-Dec 2020 £
Gross Salaries and Wages:		
Christ Church Worthing	8,485	8,032
Employers NIC	0	0
Pension	0	0
TOTAL STAFF COSTS	<u>8,485</u>	<u>8,032</u>

Christ Church employs a part time Verger Mrs Lorraine Roberts, a Trustee, who received £540 (£540 - 2020) and Janine Hobbs, a Trustee, who received £5,200 as Parish Administrator (£5,200 - 2020). This payment is gross and Income Tax is deducted at source.

Mr John Collins is employed as an Organist and received £2,196 (£1,764 - 2020). This payment is gross and Income Tax is deducted at source.

Clergy Costs:

There have been no Clergy costs nor any other payments made to Parochial Church Council members in their roles as trustees other than reimbursements.

7. RESERVES POLICY

The trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

8. RISK ASSESSMENT

The PCC actively review the major risks which the churches face on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The PCC have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

9. PUBLIC BENEFIT

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

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/members of the Parish of Worthing Christ Church, on the annual accounts for the year ended 31st December 2021.

Respective responsibilities of trustees and examiner

The trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the Act), and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 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 Commissioners. An examination includes a review of the accounting records kept by the organisation 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 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

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees requirements:
 - to keep accounting records in accordance with section s.130 of the Act; and
 - to prepare accounts which accord with these accounting records have 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.

P B Robinson MAAT FCIE
Independent Examiners Ltd
2 The Broadbridge Business Centre
Delling Lane
Bosham
West Sussex
PO18 8NF



Date: 22nd March 2022

Accounts

ANNUAL REPORT and FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL TRUSTEES
for the
PARISH of WORTHING – CHRIST CHURCH
For the year ended 31st December 2020

Registered with the Regulator for Charities in England and Wales

Charity Registration Number 1152846

Minister:

The Reverend David Renshaw

Bankers:

Lloyds Bank, South Street, Worthing
BOOM [Formerly West Sussex Credit Union]

Independent Examiner:

Paul Bernard Robinson MAAT FCIE
Independent Examiners Ltd
Unit 2 The Broadbridge Business Centre
Delling Lane
BOSHAM
West Sussex PO18 8NF

PARISH of WORTHING - CHRIST CHURCH

Registered Charity Number 1152846

ANNUAL REPORT and FINANCIAL STATEMENTS of
THE TRUSTEES of the PAROCHIAL CHURCH COUNCIL
of the
PARISH of WORTHING - CHRIST CHURCH

Christ Church, Grafton Road, Worthing.

Report for the year 2020

1st January to 31st December 2020

Aim and Purposes

The primary objective of Christ Church is the promotion of the Gospel of Jesus Christ, according to the doctrines and practices of the Church of England. The Parochial Church Council [PCC] has the responsibility of promoting, in the ecclesiastical parish, the whole mission of the Church pastoral, evangelistic and ecumenical

Vision, Objectives and Activities

The mission of Christ Church is to live and show Christ's love to the Parish and Community we serve to each other and to the town in which we live.

The Benefice of Worthing - Christ Church came into being as the result of a Pastoral Scheme ratified by the Church Commissioners on 21st August 2018. The scheme came into effect on 1st September 2018. The primary objects of this new Parish remain as detailed above.

In our Mission Action Plan, the PCC set out the following objectives:

- Enabling as many people as possible to worship at our church, and
- Enabling as many people as possible to become part of the parish community at Christ Church.

The Minister, Churchwardens and PCC are Trustees of the Charity named Parish of Worthing – Christ Church, and they maintain an overview of worship, outreach and financial stewardship throughout the parish and make suggestions on how our services and stewardship can involve the many

groups and organisations that live within our parish.

The PCC are mindful of scripture [Matthew 6 [NIV]] and in this context fulfil its direction as well as applying Charity law and legal statutes in relation to those in whom we serve in our Aims, Purposes, Objectives and Activities.

The Minister is entrusted to look after the spiritual needs and growth of not only the congregation, but the whole parish which includes the Civic and Town Centre, the Town Hall, and its administrative buildings; all staff of the shops, offices, and commerce, including law enforcement, the people who travel to the town for shopping and for the holidaymakers. Christ Church is a town centre church with town centre aspirations of reaching out to all who live in and visit our parish.

The Outreach committee plan the many activities throughout the year and when planning, our Minister and the PCC have consideration of the Charity Commissioners' guidance on public benefit and the specific guidance on 'charities for the advancement of religion'. We try to enable local people to live out their faith as part of our community through:

- Worship and prayer; learning about the Gospel; developing their knowledge of, and trust in Jesus,
- Provision of pastoral care for people living and working in the parish,
- Mission and outreach work.

Our Service to the Community, Mission & Pastoral Care

Services, on alternate weeks, will be Morning Prayer and Holy Communion and begin at 10:30 am. On alternate Sunday Evenings there is a Book of Common Prayer Service and Thursday mornings a Book of Common Prayer Service Holy Communion which begin at 6:00 pm and 10:30 am respectively. All information is clearly displayed on the two Church notice boards to the east and west of the church building. Included on the boards are details of the Minister to contact, which includes the telephone number. There are other notice boards to inform the community of all other activities available throughout the week. The Church website is updated weekly to ensure the wider community have information relating to the services and wider information. A magazine is published monthly and delivered to the community. A pew sheet, which includes all services and activities is produced weekly. All of which is published on the Church website. There is also a facility, on the website, for folk to contact the Church laity or the

Minister for advice on weddings, funerals, christening, and historical matters relating to the Churchyard.

Church Life & Review of the Year

Following Government guidance which resulted in Church closure, due to the Coronavirus [Covid-19] pandemic, all services were cancelled. The final service was an evensong service on Sunday 15th March 2020, conducted by The Reverend Nancy Ford. From this date our Minister had a requirement to shield from the Covid virus and from October 2020 was unable to Minister through illness to date.

Other activities were also curtailed from Monday 16th March 2020, due to the Coronavirus [Covid-19] pandemic which included fundraising for the various mission societies, the use of the church building by outside community groups, all coffee mornings and open church days, mid-week services and two booked baptisms.

The Church, in normal times, is used for various activities integral to the life of the community. The effect of a 'closed church' from March has shown that those most affected, the vulnerable, have found it difficult to re-adjust.

Normal procedural events, such as the Annual Parish Church Meeting [APCM], the election of Churchwardens and PCC trustees and the review of the Electoral register, due to be held on the last Sunday of April, were postponed until later in the year.

During lockdown, the Church family pulled together a volunteer base to ensure that folk were linked to other members of the congregation. Being a mainly elderly congregation, and therefore in the vulnerable category designated by Government, some without the means of a computer or e-mail, arrangements were made to create a telephone buddy system of communication. Various blogs and information sheets were posted, hand delivered and sent via e-mail on a regular basis. These lines of communication extended beyond that of Church members. [Matthew 28 v19 – NIV]

The Christ Church family are practical, faithful Christians who welcome visitors from within as well as outside the parish boundary. People attend by personal choice and, it is our pleasure to welcome any age from all walks of life to take part in the life of the church, to know the Lord and to want to

know the Lord through our actions, our scriptural life, and our services.

Most of the Christ Church family have undergone familiarity sessions in understanding dementia and received their Dementia Friendly recognition. Christ Church will continue to offer use of the building to local community groups and pre-school. All meet without charge as the PCC deem this a community initiative and public benefit.

The Church re-opened for private prayer on 28th July 2020, following the completion of a Covid Health & Safety Risk Assessment on 7th July 2020, which adhered to guidance, set out in the Bishops Ad-Clerum letter dated 1st July 2020, which also included guidance from the Church of England and HM Government. The Risk Assessment was submitted to the PCC beforehand. This quiet time of reflection and prayer has been well received with an average weekly attendance of 18.

The PCC met on 18th August 2020 to discuss the planning, as detailed in the above Ad-Clerum and other guidance from Government, for the opening of the Church for weekly services. It was agreed unanimously by the PCC, that the Church should open for services from Sunday 13th September 2020, which was subject to a review of the Covid-19 Risk Assessment completed on 7th July 2020.

A meeting was held by the signatories of the above risk assessment on 21st August 2020, and it was agreed, by the signatories, that the Church would be ready to open for services, providing the numbers attending were restricted and subject to control. These controls proved successful and those from the congregation who chose to attend were accommodated.

It was with pleasure that we welcomed Tibor and his family. Tibor was baptised on 25th October 2020 within a service, accompanied by a small group of his relatives. Courtney and Tibor Snr continue to worship with us.

The PCC also approved, subject to the above review, to accept a request from the Town's Civic officials, who were unable to offer a Service of Remembrance at the Town Hall Memorial, because of Covid-19, to hold the service at Christ Church. Due to further Covid-19 restrictions, the service planned for 11th November 2020, was cancelled

The PCC also agreed that there should be an Annual Parish Church Meeting [APCM] on 18th October 2020, following the morning service.

Despite Covid-19, there are, of course, significant changes afoot, and our Parish is currently in a good position to begin the new work, all due to the sale of the former Holy Trinity Hall and flat.

A decision by the PCC to proceed with application for faculty and public consultation was agreed unanimously on 18th August 2020. Decisions made in faith to invest in people and to modernise our church building, point to a hopeful future, but will require continued prayer, guidance, and financial commitment from all of us to see it realised.

The re-ordering of the west end of the building, was hoped to start in 2020, to enhance the community area already in place, but will now commence in 2021. Pews will be removed to allow a more open space, enhance the church interior, and enlarge the meeting area complete with a kitchenette facility in the North West corner.

Minister and the Parish Team

The Reverend David Renshaw.

Retired Clergy

The Reverend Alex Grubb
The Reverend Canon Muriel Pargeter

Churchwardens

Mr Kenneth Hobbs
Mrs Diane Askew to 18th October 2020
and Mr Steve Davis from 18th October 2020

Laity

Mrs Janine Hobbs – Safeguarding Officer Parish Administrator/PCC Secretary
Ms Ann Photiades Mr Steve & Mrs Karen Davis, Mrs Val Grubb
and Mr Bob Perry – assisting in administration
Mrs Lorraine Roberts – Verger
Mr John Collins – Organist
Mr Miles Young – Pianist
Mr Kenneth Hobbs – Finance
Dr John Bull – Publicity

The role of the Churchwarden and the Vestry Meeting

Churchwardens are the Bishop's Officers and senior lay representatives of the parish. The role is extremely varied but generally involves management, maintenance, and mission in accordance with the Churchwardens Measure 2001 and the Canons of the Church of England [Canon E1]. They are foremost in representing the laity and in co-operating with the Minister, and they have a duty to maintain order and decency in the church and churchyard, particularly during the times of divine service.

In cooperation with the Minister, they are generally responsible for the day-to-day functioning of the parish. In relation to safeguarding, the churchwardens work with the Minister, PCC and parish safeguarding officer. They are charged with active participation in the Church's mission –

“...use their best endeavours by example and precept to encourage the parishioners in the practice of true religion and to promote peace and unity among them”

- Ensure that in the period of a vacancy [during an interregnum], that the incumbent's safeguarding roles and responsibilities are fulfilled, in consultation with the PCC, parish safeguarding officer and the rural dean,
- Pay attention to the specific needs of children and vulnerable adults when undertaking health and safety inspections and risk assessment; Ensure that risk assessments are carried out before new activities are undertaken,
- Ensure that all parish activities with children and vulnerable adults are adequately supervised and insured,
- Ensure that the parish has procedures for responding to complaints and grievances,
- Answer questions regarding safeguarding as they arise in the archdeacon's visitations, and respond to any specific safeguarding advice, which may be given from the archdeacon,

As to duties previously owed by the churchwardens with respect to:

[a] The financial affairs of the church including the collection and administration of all moneys raised for church purposes and the keeping of accounts in relation to such affairs and moneys.

[b] The care maintenance preservation and insurance of the fabric of the church and the goods and ornaments thereof.

[c] The care and maintenance of any churchyard [open or closed]...; as to any duties under enactments imposing duties on churchwardens, vestries, or church trustees; s.6[4] as to the duty to keep the diocesan authority indemnified; and as to the provision of financial statements to the annual parochial church meeting.

In accordance with The Churchwardens [Appointment & Resignation] Measure 1964 replaced by the Churchwarden Measure 2001, a meeting is held separately, and the nomination is received by the Minister prior to the meeting, which is held no later than the 31st May [Rule change from 2020] and prior to the APCM.

**Vestry Meeting
held prior to the Annual Parish Church Meeting
on 18th October 2020**

Nominated at the APCM for 2020-2021 and elected were:

Mr Kenneth Hobbs and Mr Steve Davis

The Rural Dean acting on behalf of the Archdeacon of Chichester confirmed both in their roles as Warden from this date.

**The Annual Parish Church Meeting [APCM]
& Parochial Church Council [PCC] –
Structure, Governance and Management: -**

The PCC met four times during 2020 and the Standing Committee met twice. The average level of attendance at the PCC is given as 100% and at Standing Committee 100%. Various other committees delegated from the PCC were unable to meet because of Covid-19 restrictions. There was one exception, the Fabric Committee, who were able to meet to discuss the West end reordering, during to Government relaxation rules.

It is important to note that the APCM was scheduled to meet on 26th April 2020, but due to Coronavirus [Covid-19], the Church of England and HM Government delayed these elections, amended regulations, and laid Statutory Instruments, to allow Parishes up to and until the end of October 2020 to arrange their APCM, thus leaving those elected officers from the 2019 APCM still in post until an APCM was arranged for 18th October 2020.

The PCC are the main decision makers of the parish. The PCC is made up as follows: - Clergy, Churchwardens, Deanery, and others elected by the APCM of the parish. Its powers and duties are defined by legislation and can principally be found in the Parochial Church Councils [Powers] Measure 1956.

This responsibility, along with the Minister, is to promote the mission of God in the parish. Legally, the PCC is responsible for the finances of the parish. It also has ultimate responsibility for the care and maintenance of all church buildings and their contents.

The Minister's role is to provide leadership concerning safeguarding, and to encourage everyone to promote a safer church. Although these responsibilities are executed by the Safeguarding Officer, Minister and churchwardens, all PCC members share in the oversight of the Charity.

The PCC has a voice in the forms of service used by the church, with the guidance from their Minister, and may make representations to the bishop on matters that affect the welfare of the parish.

The PCC is registered with the Charity Commission as required by the Charities Act 2011. It must comply with the Charity Commission guidance and legislation in relation to registered charities. Every member of the PCC is also a charity trustee and has collective responsibility for the decisions and actions taken on behalf of the charity and the church fellowship.

Membership of the PCC and Standing Committee is determined under the Church Representation Rules – Appendix II Rule 13 & 14 [a] [b], according to Electoral Roll [ER] numbers for the whole Parish. The PCC would consist of ex-officio members [Incumbent, Priest-in-Charge, Curate, and those licenced to officiate in the church], the Churchwardens and members of the Deanery, plus readers and members of the Church. *[Those in parentheses would not be entered onto the ER]*

From 8th November 2020, Government confirmed another Covid-19 restrictive lockdown of Religious Worship until 2nd December 2020. From 2nd December 2020, the parish was deemed, by Government, to be in Tier 2, which allowed for public services to recommence Sunday 6th December 2020 but with no social gathering or other community activity allowed. A review of the Covid 19 Risk Assessment was carried out on Wednesday 3rd December 2020, considering the additional services for Christmas attendees. On 26th December 2020, further restrictions were imposed because of a new strain of the Coronavirus which resulted in fewer numbers attending.

Our Minister, from the commencement of Government lockdown in March 2020, had shielded and been unable to Minister to the Parish from the period of lockdown to the end of the year.

Church Attendance & Electoral Roll

Average attendance to our Sunday services was, at the start of 2020, averaging about 65/70. The latter part of the year the average remained the same but then tapered during the final month of the year.

There were 100 members on the Church Electoral Roll [ER] at the beginning of May 2020. The Electoral Roll is reviewed annually. The next renewal of the register will be 2025

Members are warmly encouraged to stand for election to the PCC and we welcome a balance of skills and experience where possible.

At present the application of the rules is interpreted as follows: -

PCC Members for 2020-21

Twelve persons able to be proposed from the parish to the APCM, and eleven proposed, nominated, and then confirmed and voted for at the APCM, which, as mentioned above was held late.

It is the vote of the PCC that members are elected annually. This decision is reviewed 6 yearly and was again supported by the APCM in 2019. The next Review will be in 2025 with effect from 2026.

Deanery Synod Representatives: for 2020 - 2023

Three persons can be elected to Deanery Synod – two people were nominated and elected: Dr. John Bull and Mrs Lorraine Roberts

The Parochial Church Council [PCC] for 2020 – 2021

Mr Kenneth Hobbs, Mr Steve Davis, Mrs Karen Davis, Mr Robin Biggs, Mrs Dorothy Foan. Mrs Lorraine Roberts, Mrs Janet Atkinson, Dr. Tony Stead, Mrs Norma Carter, Mrs Valerie Grubb, Mrs Janine Hobbs and Miss Sylvia Anning

PCC Elected Minute Secretary

Mrs Jenny Stead

Standing Committee Meetings

The Standing Committee, for 2020: - Churchwardens, PCC Secretary and the Parish Treasurer and 2 PCC members and at the discretion of the Standing Committee, other interested folk who will contribute to an issue involving a decision.

Governance

The parish has a robust safeguarding procedure, with all trustees having undergone safeguarding training during the early part of the year with new members to be trained as soon as possible. Safeguarding is a permanent agenda item on each full PCC meeting. Christ Church is also a Dementia friendly church, having undergone dementia training and understanding.

In order to conform with all standards required of the Charity by the Charity Commission, the parish is compliant and has in place policies and guidelines on the following: -

Complaints; Disciplinary; Employer/Employee contract and conduct; Safeguarding [Child Protection & Vulnerable Adults]; Grievance; Finance; Risk Management; Volunteers; Health & Safety; Conflict of Interest and Equality. The Policy document is reviewed annually and will include new guidelines as and when required.

The parish is also compliant with the General Data Protection Regulations [GDPR] and is 100% compliant with all Safeguarding issues required by Government.

The PCC agreed to finance a laptop computer for our Minister's use at home for pastoral purposes at a cost of £355.00 on 23rd March 2020. A stand-alone computer purchased for Church use is also being used at the Minister's home from March 2020. Both remain the property of the PCC.

Financial & General Review from the Churchwardens.

As part of the Parish commitment for community outreach and public benefit, the PCC agreed to invest in BOOM [formerly West Sussex Credit Union], regular sums of restricted investment income, which is specific to help those in need. The PCC are pleased to state that throughout the Covid-19 pandemic crisis, we were able to continue this quarterly deposit, ensuring help to those in need during this difficult time for many.

'More savings enable us to help those that are struggling financially within our communities, so your support is very much appreciated' Quote from Ms Illingworth BOOM Credit Union 8/9/2020

'Savings mean a lot to Boom, and the more people save with us, the more we are able to help those that are struggling financially within our communities. In the current pandemic, and particularly now at Christmas time we really do appreciate our savers. These additional savings mean that we can give more ethical loans, but only when people need them.' Quote from BOOM 9/12/20

Dear Christ Church Worthing

Well, it's been a bit of a year, hasn't it? As a member of the Boom community, you have played your part in helping us to achieve some amazing things in 2020, despite the obstacles we've all had to overcome. This year, we welcomed more than **400** new members, loaned **£2.5 million** and all of you, our members, saved nearly **£1 million!** And some of you thought that you'd never be able to save. Just keep going!

Whether you save or borrow & save, it's thanks to you and others like you that Boom Credit Union is in a stronger position than it was this time last year, despite the challenges. As a result, we can support even more local people financially as we set out to achieve even greater things next year. We can't do it without you, so once again, thank you for your continued support.

In this Newsletter, you'll find details of our Christmas operating hours, our ongoing efforts to steer people away from loan sharks, and some more wonderful member testimonials.

We wish you a very Happy Christmas and a prosperous New Year.

From all at Boom!

The PCC agreed that this need could be well served by turning to BOOM, whose office is in the town centre and in our Parish. BOOM is regulated by the Financial Services Authority and are well versed in offering affordable,

low interest financial help and advice to those who are most vulnerable and in most need; by investing in this credit union, the PCC feel well placed to know that when and where there is need, BOOM are there to help. It is also worth noting that whilst clients are asking for consideration on loans, they are also encouraged to save with BOOM, to give that added incentive of ownership.

It is good to see the use of Gift Aid through the Parish Giving Scheme [PGS] and giving in general using the Parish Gift Aid envelopes. It is encouraging to note that the PCC is claiming the maximum amount of gift aid allowed for by the Government. As the congregation grows there have been more joining the PGS scheme.

Government and Church of England advice was no physical offertory to be undertaken, instead there was a collection point at the entrance of Church. This allowed for some enveloped collection but far less than the loose collection amounts received pre-Covid. Some Church family, instead, donated directly into the Church banking system during the close down.

The PCC decided that specific collections during the Advent and Christmas period would be equally divided between the Missions supported by Christ Church. This was by way of compensating those societies normally supported by the Wednesday morning coffee sessions and as well as our Mission days.

The largest expenditure of the PCC was the sum paid to the Diocese to cover our Parish Ministry Costs [PMC]. This amount covers the housing, stipend and pensions costs of the clergy and a standard sum for diocesan central costs, clergy training and a contribution to the national church fund.

There were no trustees who sought reimbursement for any Parish business expenses in their role as trustee of the PCC, excepting the Chair of the PCC, the Reverend David Renshaw. His expenses are detailed in the Church accounts which are incorporated within this report and are detailed below: -

Taxable gain is levied on Fixed Monthly Charge for Telephone and Broadband Internet and therefore is subject to HMR&C declaration by Clergy.

The PCC met 100% of their commitment to pay the Parish Ministry Cost [PMC] of £35,195 for 2020. It is also important to note that the total cost relates directly to the clergy of this parish, the remainder being shared costs

of the Christian family throughout the whole Church of England, including assistance towards the upkeep of churches less able to manage than ourselves within the Deanery.

The PCC further decided that the parish could afford to pay the PMC for 2021, by lump sum in advance to the Chichester Diocesan Board of Finance, and will save, on a regular monthly basis thereafter, in readiness for 2022 and beyond.

The PCC employ: A Verger, an administrator, and an organist. Mrs Lorraine Roberts is contracted by the PCC to work as Verger and is paid £45 per calendar. The Verger role is paid at £10.38 per hour for one hour per week. Additional time worked is on a voluntary basis. She is also a Trustee but receives no remuneration for this role. Mr John Collins is contracted by the PCC as Organist and is paid £35 per service. Mrs Janine Hobbs is contracted by the PCC to work as an administrator and receives £433.33 per calendar month. The administrator role is paid £10.00 per hour for ten hours per week. Additional time worked is on a voluntary basis. She is also a Trustee but receives no remuneration for this role.

The Minister is also a Trustee but has received no remuneration for this role.

Trustees are entitled to claim expenses incurred in undertaking their specific role as a trustee.

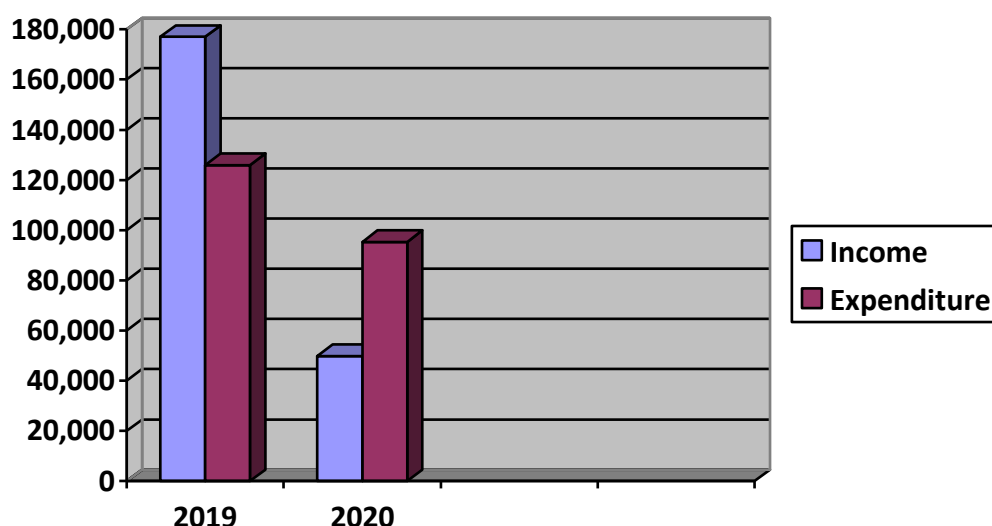
All employees are paid under the P.A.Y.E system using HMR&C computer software and the Parish is regulated and registered by HMR&C for Income Tax and National Insurance purposes. The Parish is fully compliant with all HMR&C rules and regulations and offer the Parish options for training at any time.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds [excluding property] which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £468,302, despite the deficit of £45,482 this year, is a positive step and we still have enough cash flow to continue to pay bills when they fall due from designated funds which form part of general funds.

As well as holding the above general reserves, from time to time the PCC will receive a legacy and donations for expenditure on purposes, defined by the

donor. We aim to expend such money as soon as possible after receiving the legacy or donation, depending on the specific objectives of the donor. The legacy and donations of the Re-order fund fall into this category. If the PCC identify that the specific purpose can only be achieved by delaying the expenditure, the legacy is invested, temporarily, until the need for expenditure is identified and the donors notified.



Total Receipts for the Parish **£49,909**

Payments of the Parish **£95,391**

OVERALL DEFICIT FOR 2020 **£45,482**

Financial Conclusion

There is no doubt that Coronavirus [Covid-19], influenced the annual finances of the Church for this year ending, but not to the extent feared. Expenditure in some areas reduced, whilst in others increased, this was to ensure communication with church members, one example would be postage and printing.

It should be noted that the CBF Restricted and Endowment Investment Asset [Item 5 to the accounts] totalling £151,426 is maintained in trust by the Diocesan Board of Finance. The value of this investment saw a capital increase in 2020, of £6,159. The PCC endeavour to use this specified income, which is received every four months in a year as best they can, by investing the income within BOOM formally West Sussex Credit Union, as

mentioned above. It is encouraging to note that despite Covid-19, investment continued to rise. COIF Cortis Gift and COIF Investment E M Garland fund valued at £21,265 are restricted funds to assist folk in need.

The interest gained from this is invested in a Restricted Vicar's Discretionary Fund. Interest received for the year amounted to £654. In item Payments paragraph 3b, it is noted that £200 was expended from this fund.

Efforts to realise the Investment Asset, as detailed in Item 5, could only be agreed providing the terms in which the capital held is used specifically for its restrictive purpose.

There remains a continuing need to explore all means of increasing income from the present church membership while at the same time, by our united witness to the Gospel, encouraging more people to join us.

Government initiatives are available, such as Gift Aid reclaiming, not only on planned giving, but for loose collection from those who are not taxpayers; this is called Gift Aid Small Donations Scheme [GASDS]. The maximum amount of loose collection is £8,000 over a previous tax period [6 April to 5 April].

In real terms this means the Parish could receive the maximum gift aid of £2,000. The tax year for GASDS 2020/21 will show a reduced claim due to Covid-19 and the lack of services from April to December.

The PCC agreed, for the financial year 2021, to seek help from a volunteer to fulfil the role of Gift Aid Officer, to be able to deal with Gift Aid and to maximise the potential of help from HMR&C

The Parish Giving Scheme [PGS] allows gift aid to be added to the giving in advance of claiming from HMR&C and paid to the parish within 10 days from the end of each month. There is also an option to review giving annually. PGS will also, when take up is stronger, allow the parish to budget more soundly knowing there is regular, uninterrupted giving.

Prospects and Activity in our Parish

Christianity celebrates God's great descent. His nature does not trap him in heaven, but it leads him to earth. In God's great gospel, he not only sends, he becomes, he not only talks to us, he lives with us as one of us!

The PCC will walk forward, **together** in faith in the sure knowledge that God, our Father, will guide and support us. Prayer is a positive and integral part of our growth in His Ministry at Christ Church and in the town centre of Worthing.

We take huge comfort in the verse above and from comments of those who visit and/or worship at Christ Church. All that we do at Christ Church is to serve. We believe with His help Christ Church will continue to serve the community and encourage all to benefit from what He has to offer, the Good News of his son Jesus Christ.

Certainly, the PCC have thought carefully about the services to ensure they engage the people who come into town and those who regularly worship at Christ Church.

The Re-ordering work to the West end has taken more time than we would of course like. However, Phase One proposal is nearly there, and the proceeds from the sale of the Holy Trinity Hall and flat in December 2019 have made this possible. Covid-19 has had an impact in this work.

A faculty application is nearly ready to be submitted in readiness of approval whilst the architect and surveyors place tenders and prepare for work to proceed in 2021.

The Church that prays together stays together and we have done this by ensuring a clarity of reason and communication, by not allowing conflict to mature, by valuing input, by spreading the workload, being clear who is taking the lead, by not stopping change, looking for quality and continuity in the lead on worship, by organising pastoral care, welcoming newcomers, and encouraging attendance and Prayer!!!

Christ Church have a reputation for being friendly and community based with Jesus at the centre. The Church is openly active during the week. The PCC need to be more intentional about making the most of these attributes. How much do we think we can grow by as a church next year? How does our own activity contribute to the wider family? How do we engage with the Town Centre?

The responsibility is ours, but God also sets the aim, and it is clear; -

That he lives with us as one of us!

On behalf of the Trustees of Parochial Church Council by the Churchwardens

Kenneth Hobbs & Steve Davis

31st December 2020

**PARISH OF WORTHING
CHRIST CHURCH
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
RECEIPTS :						
Voluntary Receipts	2a	39,073	0	0	39,073	152,617
Activities for Generating Funds	2b	995	0	0	995	6,877
Investment Income	2c	5,715	0	0	5,715	4,482
Charitable Activities	2d	0	0	2,712	2,712	4,933
Other Receipts	2e	1,414	0	0	1,414	8,079
TOTAL RECEIPTS		47,197	0	2,712	49,909	176,988
PAYMENTS :						
Fundraising Costs (Trading)	3a	431	1,470	0	1,901	4,782
Charitable Activities	3b	77,868	13,714	1,908	93,490	115,381
TOTAL PAYMENTS		78,299	15,184	1,908	95,391	120,163
NET INCOMING/(OUTGOING) RESOURCES		-31,102	-15,184	804	-45,482	56,825
Balances Brought Forward		411,278	88,689	14,107	514,074	137,248
Transfer Between Funds	4	2,470	-2,470	0	0	0
Sale of Church Hall & Flat	5	0	0	0	0	320,001
BALANCES CARRIED FORWARD		382,646	71,035	14,911	468,592	514,074

The notes on pages 3 to 7 form part of these accounts.
All operations are continuing operations.

**PARISH OF WORTHING
CHRIST CHURCH
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31ST DECEMBER 2020**

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	31-Dec 2020 Total	31-Dec 2019 Total
		£	£	£	£	£	£
ASSETS							
Cash Funds:							
Central Ministry							
Parish Account No 1		11,194	-	3,416	-	14,610	87,624
Parish Account No 2		-	71,035	11,130	-	82,165	97,349
Parish Account No 4 (Boom)		13,100	-	-	-	13,100	8,700
COIF Charities Deposit Fund		-	-	365	-	365	365
Fixed Term Account No 5		321,284	-	-	-	321,284	320,000
Christ Church							
Lloyds Account (No 3)		37,068	-	-	-	37,068	36
		382,646	71,035	14,911	0	468,592	514,074
Represented by:							
Unrestricted Funds		382,646	-	-	-	382,646	411,278
Designated Funds		-	71,035	-	-	71,035	88,689
Restricted Funds		-	-	14,911	-	14,911	14,107
Endowment Funds		-	-	-	-	-	-
		382,646	71,035	14,911	0	468,592	514,074
Other Monetary Assets:							
Investment assets:							
CBF Investment Fund		47,559	-	-	84,735	132,294	125,224
CBF Fixed Interest Fund		20,750	-	-	-	20,750	20,043
COIF Investment Fund		8,808	-	13,823	-	22,631	21,265
	5	77,117	0	13,823	84,735	175,675	166,532
Debtors and Prepayments:							
Central Ministry		-	-	-	-	-	-
Holy Trinity:		-	-	-	-	-	-
		0	0	0	0	0	0
Liabilities:							
Central Ministry: Examination Fee		1,140	-	-	-	1,140	1,500
		1,140	0	0	0	1,140	1,500

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 1 to 2.

Approved by the Parochial Church Council on 2nd March 2021 3rd March 2021 And

Signed on their behalf by K Hobbs
Ken Hobbs (Vice Chair, Church Warden, Parish Treasurer)

Signed on their behalf by S Davis
Steve Davis (Church Warden)

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

2. RECEIPTS

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
a) Voluntary Receipts						
Planned & Loose Collection /Gift Aided		8,527			8,527	13,029
Gift Aid Tax Recovered		6,739			6,739	9,485
Planned & Loose Collection /Non Gift Aided		2,189			2,189	4,746
Donations		1,605			1,605	8,057
Parish Giving Scheme		15,913			15,913	15,772
Giving via CAF		4,100			4,100	3,820
Legacies					0	89,708
National Heritage Grant					0	8,000
		39,073	0	0	39,073	152,617

b) Activities for Generating Funds (Trading)

Fees		513			513	684
Rent of Church Flat	4				0	4,799
Church and Hall Hire		482			482	1,394
Events					0	0
		995	0	0	995	6,877

c) Investment Income

Bank Interest		1,284			1,284	32
Dividends		4,431			4,431	4,450
		5,715	0	0	5,715	4,482

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

2. RECEIPTS (Continued)

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
d) Charitable Activities	4					
Re-ordering Fund					0	0
Mission Fund				1,708	1,708	3,315
Flower Fund					0	307
Discretionary Churchwarden's Fund				350	350	604
Discretionary Vicar's Fund				654	654	476
Keeping in Touch Fund						231
		0	0	2,712	2,712	4,933

e) Other Receipts

Insurance Claims and Refunds		1,205			1,205	6,230
Miscellaneous		209			209	1,849
		1,414	0	0	1,414	8,079

3. PAYMENTS

a) Fundraising Costs (Trading)

Church Flat Expenses & Commissior	4		1,470		1,470	2,329
Trading Expenses for Churches & Halls		431			431	2,453
		431	1,470	0	1,901	4,782

b) Charitable Activities

Parish						
Contribution		35,195			35,195	33,476
Costs		8,098			8,098	6,618
Administration and PAYE costs	6	5,728			5,728	4,010
Fabric		829			829	3,197
Organist	6	1,764			1,764	2,176
Clergy & Housing		3,127			3,127	4,122
Independent Examination Fee		1,500			1,500	1,368
Flower Fund	4				0	491
Restricted Warden Fund	4				0	0
Restricted Vicar's Fund	4			200	200	170
Keeping in Touch	4				0	630
Verger Expenses	6	540			540	540
PCC Fees		108			108	442
Donations		14			14	10,500
Carried forward		56,903	0	200	57,103	67,740

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

3. PAYMENTS

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
b) Charitable Activities						
Brought forward		56,903	0	200	57,103	67,740
National Heritage Grant Spending:						
Salary	6				0	7,000
Expenses					0	1,000
Mission Fund	4			1,708	1,708	3,395
Telephone and Broadband		689			689	702
Electricity						
Hall		6			6	180
Christ Church		1,339			1,339	1,686
Gas						
Christ Church		4,556			4,556	5,104
Water						
Hall					0	278
Christ Church					0	371
Photocopier Lease/ Printing & Stationery		5,138			5,138	5,981
Church & Hall						
Cleaning		4,262			4,262	4,912
Repairs and Renewals	4		8,926		8,926	3,659
Professional Seivces	4		4,788		4,788	2,456
Sound System Upgrade	4				0	4,397
Insurance		4,169			4,169	5,005
Organ Maintenance	4				0	1,375
Miscellaneous		806			806	140
		77,868	13,714	1,908	93,490	115,381

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

4. FUNDS OF THE CHARITY UNRESTRICTED FUNDS		Balance 01-Jan-20	Income	Expend- ture	Transfers	Balance 31-Dec-20
Central Ministry		406,786	47,197	78,299 -	30,106	345,578
Christ Church (No 3 A/c)		4,492	-	-	32,576	37,068
Total Unrestricted Funds		411,278	47,197	78,299	2,470	382,646
DESIGNATED FUNDS						
Central Ministry						
No.1 A/c						
Flat	Subtotal	2,470	-	1,470 -	1,000	0
No.2 A/c						
Christ Church Re-order		33	-	-	-	33
Christ Church Restoration		34,485	-	7,788	-	26,697
Designated Lagacy Fund		51,701	-	5,926 -	1,470	44,305
	Subtotal	86,219	-	13,714 -	1,470	71,035
Total Designated Funds		88,689	-	15,184 -	2,470	71,035
RESTRICTED FUNDS						
Central Ministry						
No.1 A/c						
Mission Fund		2	1,708	1,708	-	2
Discretionary Churchwardens' Fund		801	350	-	-	1,151
Discretionary Vicar's Fund		2,174	654	200	-	2,628
Christ Church Organ & Maintenance		-	-	-	-	-
	Subtotal	2,977	2,712	1,908	-	3,781
No.2 A/c						
Organ		4,113	-	-	-	4,113
Youth Fund		7,017	-	-	-	7,017
	Subtotal	11,130	0	0	0	11,130
Total Restricted Funds		14,107	2,712	1,908	0	14,911
Total Funds		514,074	49,909	95,391	0	468,592

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

5. INVESTMENT ASSETS

		Market Value 31-Dec-20 £	Market Value 31-Dec-19 £	Cost £
Christ Church Worthing				
CBF Investment Fund	Unrestricted	47,559	45,941	7,195
COIF Investment Fund (Cortis Gift)	Restricted	8,808	8,276	Unknown*
		<u>56,367</u>	<u>54,217</u>	<u>N/A</u>
CBF Investment Fund	Endowment	84,735	79,283	Unknown*
CBF Fixed Interest Fund	Endowment	20,750	20,043	Unknown*
COIF Investment Fund (E M Garland for poor)	Restricted	13,823	12,989	Unknown*
		<u>119,308</u>	<u>112,315</u>	<u>N/A</u>
TOTALS		<u>175,675</u>	<u>166,532</u>	<u>N/A</u>

*Original costs for those marked funds were established many years ago are not available.

6. STAFF COSTS AND PAYMENTS TO PCC MEMBERS

	31-Dec 2020 £	31-Dec 2019 £
Gross Salaries and Wages:		
Christ Church Worthing	8,032	13,727
Employers NIC	0	0
Pension	0	0
TOTAL STAFF COSTS	<u>8,032</u>	<u>13,727</u>

Christ Church employs a part time Verger Mrs Lorraine Roberts, a Trustee, who received £540 (£540 - 2019) and Janine Hobbs, a Trustee, who received £5,728 as Parish Administrator (£3,407 - 2019). This payment is gross and Income Tax is deducted at source.

Mr John Collins is employed as an Organist and received £1,764 (£2,780 - 2019). This payment is gross and Income Tax is deducted at source.

Clergy Costs:

There have been no Clergy costs nor any other payments made to Parochial Church Council members in their roles as trustees other than reimbursements.

7. RESERVES POLICY

The trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

8. RISK ASSESSMENT

The PCC actively review the major risks which the churches face on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The PCC have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

9. PUBLIC BENEFIT

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

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/members of the Parish of Worthing Christ Church, on the annual accounts for the year ended 31st December 2020.

Respective responsibilities of trustees and examiner

The trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the Act), and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 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 Commissioners. An examination includes a review of the accounting records kept by the organisation 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 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

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees requirements:
 - to keep accounting records in accordance with section s.130 of the Act; and
 - to prepare accounts which accord with these accounting records have 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.

P B Robinson MAAT FCIE
Independent Examiners Ltd
2 The Broadbridge Business Centre
Delling Lane
Bosham
West Sussex
PO18 8NF



Date: 5th March 2021

**PARISH OF WORTHING
CHRIST CHURCH
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
RECEIPTS :						
Voluntary Receipts	2a	39,073	0	0	39,073	152,617
Activities for Generating Funds	2b	995	0	0	995	6,877
Investment Income	2c	5,715	0	0	5,715	4,482
Charitable Activities	2d	0	0	2,712	2,712	4,933
Other Receipts	2e	1,414	0	0	1,414	8,079
TOTAL RECEIPTS		47,197	0	2,712	49,909	176,988
PAYMENTS :						
Fundraising Costs (Trading)	3a	431	1,470	0	1,901	4,782
Charitable Activities	3b	77,868	13,714	1,908	93,490	115,381
TOTAL PAYMENTS		78,299	15,184	1,908	95,391	120,163
NET INCOMING/(OUTGOING) RESOURCES		-31,102	-15,184	804	-45,482	56,825
Balances Brought Forward		411,278	88,689	14,107	514,074	137,248
Transfer Between Funds	4	2,470	-2,470	0	0	0
Sale of Church Hall & Flat	5	0	0	0	0	320,001
BALANCES CARRIED FORWARD		382,646	71,035	14,911	468,592	514,074

The notes on pages 3 to 7 form part of these accounts.
All operations are continuing operations.

**PARISH OF WORTHING
CHRIST CHURCH
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31ST DECEMBER 2020**

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	31-Dec 2020 Total	31-Dec 2019 Total
		£	£	£	£	£	£
ASSETS							
Cash Funds:							
Central Ministry							
Parish Account No 1		11,194	-	3,416	-	14,610	87,624
Parish Account No 2		-	71,035	11,130	-	82,165	97,349
Parish Account No 4 (Boom)		13,100	-	-	-	13,100	8,700
COIF Charities Deposit Fund		-	-	365	-	365	365
Fixed Term Account No 5		321,284	-	-	-	321,284	320,000
Christ Church							
Lloyds Account (No 3)		37,068	-	-	-	37,068	36
		382,646	71,035	14,911	0	468,592	514,074
Represented by:							
Unrestricted Funds		382,646	-	-	-	382,646	411,278
Designated Funds		-	71,035	-	-	71,035	88,689
Restricted Funds		-	-	14,911	-	14,911	14,107
Endowment Funds		-	-	-	-	-	-
		382,646	71,035	14,911	0	468,592	514,074
Other Monetary Assets:							
Investment assets:							
CBF Investment Fund		47,559	-	-	84,735	132,294	125,224
CBF Fixed Interest Fund		20,750	-	-	-	20,750	20,043
COIF Investment Fund		8,808	-	13,823	-	22,631	21,265
	5	77,117	0	13,823	84,735	175,675	166,532
Debtors and Prepayments:							
Central Ministry		-	-	-	-	-	-
Holy Trinity:		-	-	-	-	-	-
		0	0	0	0	0	0
Liabilities:							
Central Ministry: Examination Fee		1,140	-	-	-	1,140	1,500
		1,140	0	0	0	1,140	1,500

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 1 to 2.

Approved by the Parochial Church Council on 2nd March 2021 3rd March 2021 And

Signed on their behalf by K Hobbs
Ken Hobbs (Vice Chair, Church Warden, Parish Treasurer)

Signed on their behalf by S Davis
Steve Davis (Church Warden)

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

2. RECEIPTS

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
a) Voluntary Receipts						
Planned & Loose Collection /Gift Aided		8,527			8,527	13,029
Gift Aid Tax Recovered		6,739			6,739	9,485
Planned & Loose Collection /Non Gift Aided		2,189			2,189	4,746
Donations		1,605			1,605	8,057
Parish Giving Scheme		15,913			15,913	15,772
Giving via CAF		4,100			4,100	3,820
Legacies					0	89,708
National Heritage Grant					0	8,000
		39,073	0	0	39,073	152,617

b) Activities for Generating Funds (Trading)

Fees		513			513	684
Rent of Church Flat	4				0	4,799
Church and Hall Hire		482			482	1,394
Events					0	0
		995	0	0	995	6,877

c) Investment Income

Bank Interest		1,284			1,284	32
Dividends		4,431			4,431	4,450
		5,715	0	0	5,715	4,482

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

2. RECEIPTS (Continued)

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
d) Charitable Activities	4					
Re-ordering Fund					0	0
Mission Fund				1,708	1,708	3,315
Flower Fund					0	307
Discretionary Churchwarden's Fund				350	350	604
Discretionary Vicar's Fund				654	654	476
Keeping in Touch Fund						231
		0	0	2,712	2,712	4,933

e) Other Receipts

Insurance Claims and Refunds		1,205			1,205	6,230
Miscellaneous		209			209	1,849
		1,414	0	0	1,414	8,079

3. PAYMENTS

a) Fundraising Costs (Trading)

Church Flat Expenses & Commissior	4		1,470		1,470	2,329
Trading Expenses for Churches & Halls		431			431	2,453
		431	1,470	0	1,901	4,782

b) Charitable Activities

Parish						
Contribution		35,195			35,195	33,476
Costs		8,098			8,098	6,618
Administration and PAYE costs	6	5,728			5,728	4,010
Fabric		829			829	3,197
Organist	6	1,764			1,764	2,176
Clergy & Housing		3,127			3,127	4,122
Independent Examination Fee		1,500			1,500	1,368
Flower Fund	4				0	491
Restricted Warden Fund	4				0	0
Restricted Vicar's Fund	4			200	200	170
Keeping in Touch	4				0	630
Verger Expenses	6	540			540	540
PCC Fees		108			108	442
Donations		14			14	10,500
Carried forward		56,903	0	200	57,103	67,740

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

3. PAYMENTS

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
b) Charitable Activities						
Brought forward		56,903	0	200	57,103	67,740
National Heritage Grant Spending:						
Salary	6				0	7,000
Expenses					0	1,000
Mission Fund	4			1,708	1,708	3,395
Telephone and Broadband		689			689	702
Electricity						
Hall		6			6	180
Christ Church		1,339			1,339	1,686
Gas						
Christ Church		4,556			4,556	5,104
Water						
Hall					0	278
Christ Church					0	371
Photocopier Lease/ Printing & Stationery		5,138			5,138	5,981
Church & Hall						
Cleaning		4,262			4,262	4,912
Repairs and Renewals	4		8,926		8,926	3,659
Professional Seivces	4		4,788		4,788	2,456
Sound System Upgrade	4				0	4,397
Insurance		4,169			4,169	5,005
Organ Maintenance	4				0	1,375
Miscellaneous		806			806	140
		77,868	13,714	1,908	93,490	115,381

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

4. FUNDS OF THE CHARITY UNRESTRICTED FUNDS	Balance 01-Jan-20	Income	Expend- ture	Transfers	Balance 31-Dec-20
Central Ministry	406,786	47,197	78,299 -	30,106	345,578
Christ Church (No 3 A/c)	4,492	-	-	32,576	37,068
Total Unrestricted Funds	411,278	47,197	78,299	2,470	382,646
DESIGNATED FUNDS					
Central Ministry					
No.1 A/c					
Flat					
Subtotal	2,470	-	1,470 -	1,000	0
No.2 A/c					
Christ Church Re-order	33	-	-	-	33
Christ Church Restoration	34,485	-	7,788	-	26,697
Designated Lagacy Fund	51,701	-	5,926 -	1,470	44,305
Subtotal	86,219	-	13,714 -	1,470	71,035
Total Designated Funds	88,689	-	15,184 -	2,470	71,035
RESTRICTED FUNDS					
Central Ministry					
No.1 A/c					
Mission Fund	2	1,708	1,708	-	2
Discretionary Churchwardens' Fund	801	350	-	-	1,151
Discretionary Vicar's Fund	2,174	654	200	-	2,628
Christ Church Organ & Maintenance	-	-	-	-	-
Subtotal	2,977	2,712	1,908	-	3,781
No.2 A/c					
Organ	4,113	-	-	-	4,113
Youth Fund	7,017	-	-	-	7,017
Subtotal	11,130	0	0	0	11,130
Total Restricted Funds	14,107	2,712	1,908	0	14,911
Total Funds	514,074	49,909	95,391	0	468,592

**PARISH OF WORTHING
CHRIST CHURCH
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

5. INVESTMENT ASSETS

		Market Value 31-Dec-20 £	Market Value 31-Dec-19 £	Cost £
Christ Church Worthing				
CBF Investment Fund	Unrestricted	47,559	45,941	7,195
COIF Investment Fund (Cortis Gift)	Restricted	8,808	8,276	Unknown*
		<u>56,367</u>	<u>54,217</u>	<u>N/A</u>
CBF Investment Fund	Endowment	84,735	79,283	Unknown*
CBF Fixed Interest Fund	Endowment	20,750	20,043	Unknown*
COIF Investment Fund (E M Garland for poor)	Restricted	13,823	12,989	Unknown*
		<u>119,308</u>	<u>112,315</u>	<u>N/A</u>
TOTALS		<u>175,675</u>	<u>166,532</u>	<u>N/A</u>

*Original costs for those marked funds were established many years ago are not available.

6. STAFF COSTS AND PAYMENTS TO PCC MEMBERS

	31-Dec 2020 £	31-Dec 2019 £
Gross Salaries and Wages:		
Christ Church Worthing	8,032	13,727
Employers NIC	0	0
Pension	0	0
TOTAL STAFF COSTS	<u>8,032</u>	<u>13,727</u>

Christ Church employs a part time Verger Mrs Lorraine Roberts, a Trustee, who received £540 (£540 - 2019) and Janine Hobbs, a Trustee, who received £5,728 as Parish Administrator (£3,407 - 2019). This payment is gross and Income Tax is deducted at source.

Mr John Collins is employed as an Organist and received £1,764 (£2,780 - 2019). This payment is gross and Income Tax is deducted at source.

Clergy Costs:

There have been no Clergy costs nor any other payments made to Parochial Church Council members in their roles as trustees other than reimbursements.

7. RESERVES POLICY

The trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

8. RISK ASSESSMENT

The PCC actively review the major risks which the churches face on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The PCC have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

9. PUBLIC BENEFIT

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

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/members of the Parish of Worthing Christ Church, on the annual accounts for the year ended 31st December 2020.

Respective responsibilities of trustees and examiner

The trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the Act), and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 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 Commissioners. An examination includes a review of the accounting records kept by the organisation 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 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

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees requirements:
 - to keep accounting records in accordance with section s.130 of the Act; and
 - to prepare accounts which accord with these accounting records have 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.

P B Robinson MAAT FCIE
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Date: 5th March 2021