

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.

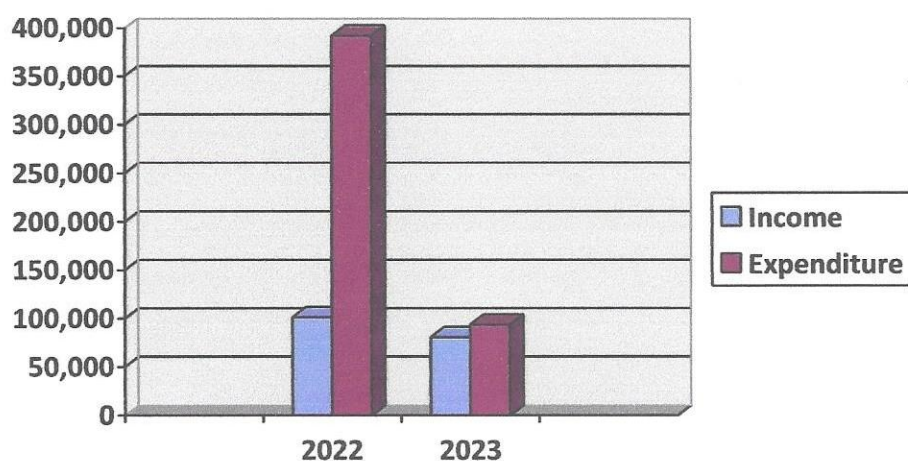
Trustees are entitled to claim expenses incurred in undertaking their specific role as a trustee. No trustee claimed an expense.

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
Payments of the Parish	£93,591

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

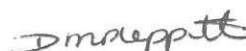
My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures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

	Unrestricted Fund £	Designated Funds	Restricted (incl. Endow) Fund £	Total 31-Dec-23 £	Total 31-Dec-22 £
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.