

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

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 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

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 – 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
--------------------------------------	----------------

Payments of the Parish	£58,533
-------------------------------	----------------

OVERALL DEFICIT FOR 2024	£16,746
---------------------------------	----------------

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

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

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 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

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 – 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
--------------------------------------	----------------

Payments of the Parish	£58,533
-------------------------------	----------------

OVERALL DEFICIT FOR 2024	£16,746
---------------------------------	----------------

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 TrusteeDorothy 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																											
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																										

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
-----------------------------	--

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
--------------------	---------------	---------------	--------------	---------------	----------------

	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