

Holy Trinity

HURSTPIERPOINT

ANNUAL REPORT AND FINANCIAL STATEMENTS
OF THE PAROCHIAL CHURCH COUNCIL
for the year ended 31st December 2020

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REFERENCE AND ADMINISTRATIVE INFORMATION

The Parish Church of the Holy Trinity is in the High Street. The correspondence address is:

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West Sussex
BN6 9TS

Telephone: +44 (0)1273 835109 (Church Office 0930-1230 Tuesdays and Thursdays)

E-mail: hurstparishoffice@gmail.com

The PCC was registered as a charity in October 2013 under the new rules for churches and allocated registration number 1154171 by the Charity Commission.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Membership

Membership of the PCC is either ex-officio or by election at the Annual Parochial Church Meeting in accordance with the Church Representation rules. During the course of the year the following served as members of the PCC:

<i>Rector</i>	Reverend Jane Willis MA	
<i>Associate Vicar</i>	Reverend Debbie Beer	
<i>Churchwardens</i>	George Baxter Rod Price	Vice-Chair
<i>Treasurer</i>	Keith Birtles	
<i>PCC Secretary</i>	Claire Levin	
<i>Safeguarding officer</i>	Sally Allison	
<i>Ex-officio</i>	Kevin Carey (<i>Reader</i>) Gerry Willis (<i>Reader</i>) Jenny Brown (<i>Reader</i>)	

Representatives elected to the Deanery Synod to serve from 2020-2023

Claire Levin	Victoria Hall-Smith
Carolyn Bentley	Lesley Webster

Elected Members

To serve until 2021

Carolyn Bentley	Jan Doxford
Tom Dare	Mary Gibbens

To serve until 2022

Sally Allison	Alison Dewdney
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To serve until 2023

Olivia Nagle	Ian Mayor-Smith
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Committees

The Standing Committee

This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any direction given by the council. It comprises the Rector (or Priest-in-Charge), the Churchwardens and a number of other members appointed annually. The Secretary may be in attendance.

OBJECTIVES AND ACTIVITIES

Hurstpierpoint Parochial Church Council (PCC) has the responsibility of co-operating with the Rector (or Priest-in-Charge) in promoting within the Ecclesiastical Parish the whole mission of the church: pastoral, evangelistic, social and ecumenical. As a church family and as individuals Holy Trinity Church seeks to offer worship which is glorifying to God, and attractive and accessible to those beyond the church community. Through worship and prayer, the breaking of bread and the study of God's word, we seek to know God better and to be shaped by God's purposes in our lives. In partnership with others, we seek to proclaim the good news of Jesus, in word and in deed, by making the love of God known to the people of our parish and beyond. The PCC is charged with responsibility for the parish's finances and has responsibility for the maintenance of our Church Building.

The PCC is a registered charity, and so when planning activities for the year, the council is mindful of the Charity Commission guidance on public benefit for charities involved in the advancement of religion in worship and prayer, mission and outreach and in the provision of pastoral care.

ACHIEVEMENTS AND PERFORMANCE

Review of activities

2020 has been the most extraordinary year in that for almost the whole year church life has been significantly impacted by the Covid pandemic. Our congregation's response has been quite remarkable as we have sought to navigate these times. They have shown amazing agility in constant adaptations to our patterns of worship onsite and online, and in caring and supporting one another in as many ways as have been possible.

In ordinary times the heart of the life of Holy Trinity Church is our gathering for eucharistically-centred worship Sunday by Sunday, where we are nourished in our faith through word, sacrament and through one another as the body of Christ and sent out into the world to serve – however this year our capacity for gathered in-person worship has been severely restricted at times. For much of 2020 when we have been able to gather communion has been received in one kind only – and during lockdowns we have experienced a eucharistic fast, which has been hard. Nonetheless our congregation have continued to serve with energy and dedication in so many ways – seen and unseen.

It is impossible to overstate the willingness and flexibility our congregation have shown in these times. Many activities have had to shift online, some activities have been severely limited – and others have increased – for example with the need to offer Covid-compliant worship, working with ever-changing regulations, writing risk-assessments, cleaning between services, and introducing online bookings for Christmas services. Our Ministry Team have

between them offered many acts of prayer and worship via YouTube and Zoom, and a pastoral network was set up to which everyone in our congregation has been invited. House groups and courses have been offered online, and have proved popular – and our children's and families work moved to Zoom for a season with a high level of commitment. Our return to worship in our church building precipitated the launch of our 11am informal service, which in such challenging times has been most encouraging. Online communication has this year been increasingly important, for which we introduced a weekly newsletter.

We are thankful for those who contribute to our worship in music, teaching, prayer and welcome – our ministry team have met the challenges of the pandemic with creativity. We give thanks as well for those who do largely unseen but valuable 'ad-ministry' – looking after our finances and administration and safeguarding and the many practical matters of running a church. We are thankful to those who nurture the spiritual life of others as they lead house groups and courses, lead our children's work and minister through visiting and home communions – though once again these have for much of the year been restricted or had to move online.

Sadly for much of the year our usual opportunities for hospitality have been severely restricted – with concerts and coffee morning impractical or impossible, the St Lawrence Fair cancelled and Hurst Festival operating only online. We look forward to all that our reordered building will offer us when we are again able to gather. Occasional Offices have also been severely restricted – with no weddings or baptisms, though we have ministered well to many coming to us for funerals, again complying strictly to government restrictions.

As for so many, 2020 has been a challenging and demanding year for us as a church. Above all we hope that in all things we will glorify God, and as bearers of the good news of Christ, truly be good news to all we meet.

Church attendance

As at the Annual Parochial Church Meeting 2021 there are 189 people on our Electoral Roll. During the past year there have been 5 deaths and 5 additions to the roll.

Attendance figures are recorded weekly and October figures reported nationally. This year's October figures have been severely impacted by the pandemic. In October 2020 we averaged 65 adults and 1 child each week at Sunday services onsite, a weekday service online averaged 21 views, our monthly Wednesday lunchtime communion was suspended, and an average of 6 were present online for Tuesday Morning Prayer.

2020 Vision

Facilitated by the Leading Your Church into Growth resources, coordinated by Jenny Brown, our congregation identified four key short-term priorities:

1. Worship for all – the diversification of our worship
2. Children and youth
3. Welcome and belonging
4. Connections beyond Holy Trinity

Our PCC agreed these priorities at our meeting in March 2020, with the understanding that we would begin with the first two, and then move to the second two.

Though 2020 turned out in a way that none of us could have predicted, these remain fully our priorities, and we have seen elements of them beginning to be fulfilled in unexpected ways.

Church Administration

We continue to be so thankful for the gifts and dedication of our Administrator Lizzie Lamont – and during Lizzie's maternity leave Sally Allison – and Site Coordinator, Annemarie Finch. Lizzie, Sally and Annemarie have served with remarkable adaptability and willingness as we have navigated the Covid pandemic.

Ministry Team Developments

Our Ministry Team continues to grow and develop: we are delighted that Claire Levin has been licensed as Reader and Tom Dare has been recommended for training for ordination and begun his studies at St Mellitus.

PCC Meetings and Attendance

Our PCC has met every two months, with a high level of commitment from its members. During the pandemic our meetings have been held via Zoom. The principal items of business during the year have included the successful conclusion of our faculty application for the continuation of the reordering, including the replacement of our remaining pews with chairs, the installation of a screen and projector, together with elements of necessary electrical work. We are hugely grateful for the professional skills of churchwardens George and Rod in this matter, and for all that they have brought to our reordering project. We are also thankful for the skills and dedication of Keith Birtles as Treasurer, and especially his faithful reporting and forecasting as giving has fallen when we have been unable to gather for worship or pass round the offertory. We continue to encourage participation in the Parish Giving Scheme. We discuss future plans for services and events, and review past ones. I am grateful to each and every member of the PCC who bring their diverse gifts and skills to each meeting, with a real concern for the glory of God and the flourishing of our church.

Financial Review and Future Plans

The Coronavirus pandemic had a serious impact on the Church's finances in 2020. The Church was closed for Sunday services from 15th March 2020 to 12th July 2020 when it reopened until 25th October 2020. There was then a further period of closure until 6th December 2020. The final service in the church building was on Christmas Day.

When the church reopened, we were not allowed to pass the collection plate and consequently there was a 61% reduction in cash collections.

There were no weddings in 2020 and with fewer funerals, fee income was reduced by 71%. Fund raising activities such as the West Gallery concerts and Saturday café were cancelled, and the absence of the Hurst Festival led to a big reduction in lettings income.

The Parish Giving Scheme is still the main source of income and it showed a modest increase of 4%.

The government compensated local businesses and charities for the loss of income during lockdown and it gave Holy Trinity a discretionary grant of £5,000.

There were savings in expenditure of £2,600 due to the church building closure.

The net effect of these disruptions was a deficit on the unrestricted fund of £4,573 before transfers and revaluation of investment assets.

In November 2020, the PCC received a report on the restricted fund for legacies. When the fund was created in 2005 there was no information on the purposes for these legacies which amount to £17,185. No further information has been found and it was agreed by the PCC that the balance should be moved to the unrestricted fund.

Together with a small gain on investments this means that the unrestricted fund stands at £108,077 (a net increase of £13,427) at 31st December 2020.

The church benefited considerably from grants of £19,710 received from the charity shop towards improvements and to support the project to replace most of the pews with chairs. A gift of £5,000 has been received towards the projector and screen. It has been gift-aided, so currently £6,250 is in a restricted fund.

Looking forward, the 2021 forecast budget shows a deficit of £23,000. This is due to the continued lockdown with a loss of services and events and the restriction on passing the collection plate.

During the year we introduced a giving page on the church website. This also enables givers to gift aid their donations. The most efficient means of giving is still the Parish Giving Scheme and we hope that more members of the congregation will join. If you are not yet on the PGS please ask Malcolm McKemey (01444 881398 or email him malcolm@easltd.co.uk) for an application form.

Conclusion

At the end of a difficult year, we remain thankful for the goodness of God, and for the privilege of sharing in life and worship and service together as Holy Trinity Church. We are deeply grateful for all who share in the life of the church, contributing in many and various ways. We trust all is done as worship to the Lord. My heartfelt thanks go to our Churchwardens, our Ministry Team, to all who lead in the varying aspects of church life at Holy Trinity, and to all who give of the time and resources. We are thankful for all God has done in 2020 and look forward to all that is ahead.



Revd Jane Willis

Date 10.4.2021

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY HURSTPIERPOINT

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
Incoming resources						
<i>Voluntary income</i>	2a	133,333	7,713		141,046	142,486
<i>Activities for generating funds</i>	2b	1,736			1,736	5,390
<i>Income from investments</i>	2c	707		224	931	1,080
<i>Church activities</i>	2d	3,079			3,079	9,103
<i>Other incoming resources</i>	2e		7,153		7,153	5,248
Total incoming resources		138,855	14,866	224	153,945	163,307
Resources expended						
<i>Costs of generating voluntary income</i>	3a					13
<i>Fund-raising trading costs</i>	3b	34			34	35
<i>Church activities</i>	3c	143,334	9,206	224	152,764	143,582
<i>Governance Costs</i>	3d	60			60	57
Total resources expended		143,428	9,206	224	152,858	143,687
Net incoming/(outgoing) resources before transfers		(4,573)	5,660		1,087	19,620
<i>Gross transfers between funds</i>		17,185	(17,185)			
Net incoming/(outgoing) resources before other recognised gains/losses		12,612	(11,525)		1,087	19,620
<i>Gains/(losses) on revaluation of fixed assets and investments</i>	6b	814		516	1,330	3,047
<i>Gains/(losses) on disposal investment assets</i>	6b					
Net movement in funds		13,426	(11,525)	516	2,417	22,667
Total funds brought forward at 1 January 2020		94,650	45,318	7,495	147,463	124,796
Total funds carried forward at 31 December 2020		108,076	33,793	8,011	149,880	147,463

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY HURSTPIERPOINT

BALANCE SHEET AT 31 DECEMBER 2020

	Notes	2020	2019
		£	£
Fixed assets			
Tangible fixed assets	6a		
Investments	6	20,672	19,341
Total fixed assets		<u>20,672</u>	<u>19,341</u>
Current assets			
Debtors	8	15,194	17,598
CBF Deposits		83,279	82,926
Cash at bank		<u>37,242</u>	<u>34,821</u>
		135,715	135,345
Creditors: amounts falling due within one year	9	<u>-6,507</u>	<u>-7,223</u>
Net current assets		129,208	128,122
Total assets less current liabilities		<u>149,880</u>	<u>147,463</u>
NET ASSETS		<u><u>149,880</u></u>	<u><u>147,463</u></u>
Funds	7		
Endowment funds	10	8,011	7,495
Restricted funds	10	33,793	45,318
Unrestricted funds	10	108,076	94,650
		<u>149,880</u>	<u>147,463</u>

Approved by the Parochial Church Council on 15th March 2021 and signed on its behalf



Revd Jane Willis
Rector Chair of PCC

The accompanying notes form a part of these financial statements.

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY HURSTPIERPOINT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. Accounting policies

a Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014.

b Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Restricted funds - a) income from trusts or endowments which may be expended only on those restructured objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment

c Recognition of Income

These are included in the Statement of Financial Activities when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

Investment Income

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably

Tax recoverable on gift aid

This is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that donation and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Settlement of insurance claims

These are included when the general income recognition criteria are met for the claim.

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY HURSTPIERPOINT

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020

d Offsetting

There has been no offsetting of assets and liabilities, or income and expenditure unless required or permitted by FRS102,

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements under the Charities Act 2011.

No value is placed on movable church furnishing held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal. They are accounted as inalienable property unless consecrated.

Investments

Fixed asset investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY HURSTPIERPOINT

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020

2 Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
a Voluntary income					
Planned giving	81,251			81,251	78,383
Collections	3,834	997		4,831	12,531
Gifts	1,085	5,350		6,435	10,424
Tax recoverable on gift aid	22,100	1,366		23,466	23,654
Grants	25,063			25,063	13,794
Legacies					3,700
	133,333	7,713		141,046	142,486
b Activities for generating funds					
Fund-raising events	978			978	4,345
Parish magazine advertising	758			758	1,045
	1,736			1,736	5,390
c Investment income					
Dividends and interest	707		224	931	1,080
	707		224	931	1,080
d Income from Church Activities					
Fees from weddings etc	1,882			1,882	6,403
Parish magazine sales	1,083			1,083	1,167
Church lettings	114			114	1,533
	3,079			3,079	9,103
e Other incoming resources					
Insurance claims					5,248
Statutory maternity pay		5,153		5,153	
Henry Smith charity		2,000		2,000	
		7,153		7,153	5,248
Total incoming resources	138,855	14,866	224	153,945	163,307

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY HURSTPIERPOINT

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020

3 Resources expended

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
a <i>Costs of generating voluntary income</i>					
Envelope Costs					13
Stewardship costs					13
					13
b <i>Fund-raising trading costs</i>					
Fundraising Costs	34			34	35
	34			34	35
c <i>Church Activities</i>					
Missionary and charitable giving:					
Chichester Diocese Mission Fund					190
Friends International	2,000			2,000	2,000
Bible Society	1,000			1,000	1,100
Off the Fence	1,000	10		1,010	1,622
Christian Aid	1,000			1,000	2,880
Sussex Pathways	1,000			1,000	1,000
Family Support Work	1,000	1,103		2,103	1,000
Royal British Legion (Remembrance Sunday)					504
Individual gifts					3,212
Water Aid					220
Grants from Henry Smith charity		1,923		1,923	
Use of Rector's Discretionary Fund		3,291		3,291	550
	7,000	6,327		13,327	14,278
Diocesan parish contribution	74,035		224	74,259	70,663
Ministry Team costs and expenses	6,938			6,938	6,577
Insurance	6,219			6,219	6,071
Choir, music, copyright fees and licences	453			453	458
Church services supplies	142			142	300
Church building maintenance	10,257			10,257	10,467
Church building improvements	18,752			18,752	12,196
Church running expenses	2,085			2,085	2,542
Utilities for church	4,751			4,751	6,837
Staff salaries	10,311			10,311	10,206
Office running costs and supplies	2,391			2,391	2,987
Statutory maternity pay		2,879		2,879	
	143,334	9,206	224	152,764	143,582
d <i>Governance costs</i>					
Independent examination fee	60			60	57
Cost of annual accounts					57
	60			60	57
Total resources expended	143,428	9,206	224	152,858	143,687

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY HURSTPIERPOINT

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020

6 Investments

	£
Market value 1 January 2020	19,342
Disposals at carrying value	
Purchases at cost	
Net gain on revaluation	1,330
Market value 31 December 2020	20,672

The holdings remained as 1009 CBF Investment Fund(Income) Shares.

7 Analysis of Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £
Investment fixed assets	12,661		8,011	20,672
Current assets	101,922	33,793		135,715
Current liabilities	-6,507			-6,507
	108,076	33,793	8,011	149,880

8 Debtors

	2020 £	2019 £
Income tax recoverable	6,800	7,750
Grant claims	8,303	8,277
Other debtors	91	1,571
	15,194	17,598

9 Creditors: amounts falling due within one year

	2020 £	2019 £
Donations		1,730
Re-ordering	2,337	960
Other	4,170	4,533
	6,507	7,223

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY HURSTPIERPOINT

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020

7

10 Statement of funds

	Bal b/fwd 1 Jan 2020	Income	Expenditure	Investments revaluation	Bal c/fwd 31 Dec 2020
	£	£	£	£	£
Unrestricted Fund					
General fund	94,650	138,855	-143,428	814	90,891
Transfer between funds		17,185			17,185
	<u>94,650</u>	<u>156,040</u>	<u>-143,428</u>	<u>814</u>	<u>108,076</u>
Restricted Fund					
Discretionary Fund	17,358	350	-3,291		14,417
Legacies	17,185		-17,185		0
Passion Trust	625				625
St Georges proceeds	3,250				3,250
Hymn book fund	1,140				1,140
Churchyard creation care	3,750				3,750
Henry Smith charity gifts	2,010	2,000	-1,923		2,087
Projector and screen gift		6,250			6,250
Statutory Maternity pay fund		5,153	-2,879		2,274
	<u>45,318</u>	<u>13,753</u>	<u>-25,278</u>	<u>0</u>	<u>33,793</u>
Endowment Fund					
Hannington Legacy	7,495			516	8,011
	<u>7,495</u>	<u>0</u>	<u>0</u>	<u>516</u>	<u>8,011</u>
Total funds	<u>147,463</u>	<u>169,793</u>	<u>-168,706</u>	<u>1,330</u>	<u>149,880</u>

The St George's proceeds are to be spent on a projector and screen.

Use of the Discretionary fund is at the discretion of the Rector.

The endowment comprises the Hannington Legacy. Income is retained by the Diocese as an additional contribution towards parish stipend costs.

Independent examiner's report to the Trustees of Parochial Church Council of Holy Trinity Hurstpierpoint

I report to the trustees on my examination of the accounts of Parochial Church Council of Holy Trinity Hurstpierpoint (the Trust) for the year ended 31 December 2020, which are set out on pages 6 to 13.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

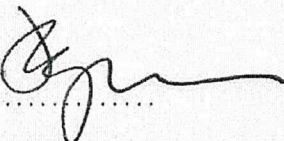
I report in respect of my examination of the Trustee's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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


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Simon James ACA

5/3/2021

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