THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, HORSTED KEYNES

England & Wales · Charity number 1154482

Details

Other names	ST GILES PCC HORSTED KEYNES
Status	Registered
Legal form	Previously excepted
Registered	2013-11-06
Register	View on the Charity Commission register

Contact

Address	1 Meadow View Cottages Town Littleworth Cooksbridge Lewes BN8 4TH
Phone	01273401818
Email	hkpcc@brentnall.org
Website	www.stgileschurchhorstedkeynes.org.uk

Activities

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

Activities: Regular public worship open to all. The provision of sacred space for personal prayer andcontemplation. Pastoral work including visiting the sick and the bereaved. Teaching ofChristianity through sermons, courses and small groups. Taking of religious assemblies in thelocal primary school. Promotion of Christianity by producing a monthly Parish Magazine delivered free of charge.

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Classification

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

Geography

- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£166,664	£119,175	-	-
2023-12-31	£114,592	£150,601	-	-
2022-12-31	£157,304	£103,616	-	-
2021-12-31	£107,380	£113,957	-	-
2020-12-31	£148,936	£161,117	-	-

Trustees

Name	Role	Appointed
Alison Clare Coulson		2024-04-25
BARBARA CONSTANCE FAIRWEATHER		2022-04-28
DAVID WILLIAM ALLAN LAMB		2022-04-28
Heidi Mowforth		2020-10-29
James Andrew Nicholson		2025-05-15
John Emery		2023-04-27
John Michael Whiting		2022-04-28
MARION ELSIE LOTT		2013-11-01
MARTIN HAROLD GOVAS		2015-04-26
Thelma Mason		2023-04-27

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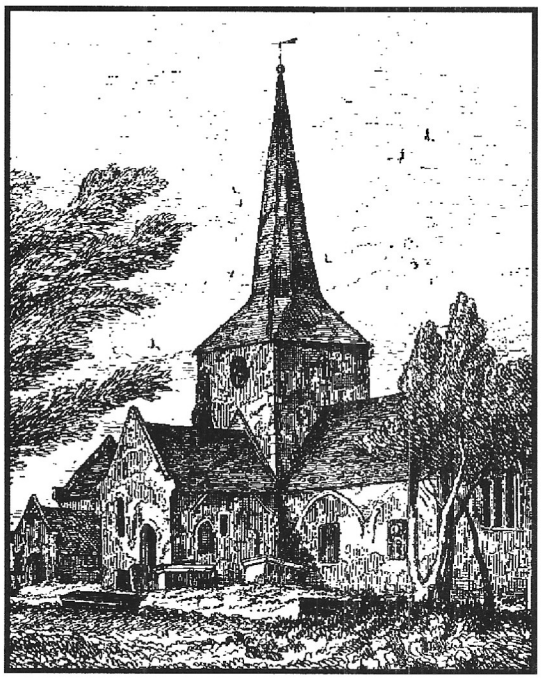
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, HORSTED KEY

England & Wales - Charity number 1154482

Accounts



ST GILES CHURCH

HORSTED KEYNES

ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL
for the year ended 31st December 2024

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RECTOR

The Reverend David Murdoch
The address of the rectory is :-
The Rectory, Station Road, Horsted Keynes,
HAYWARDS HEATH, RH17 7ED.

PRIMARY BANKERS

The PCC banks primarily with :-
CAF BANK Limited
Kings Hill, West Malling, Kent, ME19 4TA.

INDEPENDENT EXAMINER

The independent examiner is :-
Mr A P Peel Cross
The Hermitage, Church Lane, Horsted Keynes
HAYWARDS HEATH, RH17 7AY.

CHARITY COMMISSION REGISTRATION

The Parochial Church Council is a registered charity, No. 1154482.

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1154482

ANNUAL REPORT for 2024

Administrative information

St. Giles Church (Grade I listed) is situated in Church Lane, Horsted Keynes RH17 7AY. It is part of the Diocese of Chichester within the Church of England.

All correspondence should be addressed to HKPCC, The Martindale Centre, Station Road, Horsted Keynes, Haywards Heath, RH17 7ED.

St Giles Church Horsted Keynes is a registered charity number 1154482.

During the year the following served as members of the Parochial Church Council (PCC):

Rector:	Fr David Murdoch (PCC Chairman)	
Curate:	Fr Peter Sutton	
Churchwardens:	Mrs Barbara Fairweather	(elected April 2024)
	Mr John Whiting	(elected April 2024)
Deanery Synod Representatives:	Mrs Heidi Mowforth	(until 2026)
	Mr John Whiting	(until 2026)
Elected Members:	Miss Judith Bowron	(until APCM 2024)
	Mr John Emery	(until 2026)
	Mr Martin Govas (Treasurer)	(until 2025)
	Mr David Lamb	(until 2025)
	Mrs Thelma Mason	(until 2026)
Co-opted Members:	Mrs Marion Lott	(ex-officio, MCMC chair)
	Mrs Alison Coulson	(co-opted until APCM 2025)

The PCC made the following appointments:

PCC minutes secretary	Mrs Marion Lott
Parish Safeguarding Officer	Mr Duffy Parry (until July 2024) Mrs Thelma Mason (from July 2024)
Electoral Roll Officer	Mrs Fiona Price

Structure, governance and management

Membership of the PCC is determined under the Church Representation Rules and consists of ex-officio members (Churchwarden(s), the members of the Diocesan and Deanery Synods), the chairman of the Martindale Centre Management Committee (co-opted), and up to 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM). The PCC Secretary and Treasurer are elected by the PCC.

The PCC is responsible for a wide range of matters affecting the parish and, in their capacity as trustees, members of the PCC are responsible for the stewardship of funds, the appropriate accounting and reporting of parish finances, and compliance with legislation applying to health and safety, disability, and safeguarding children and vulnerable adults.

The PCC joins and unites the work of the Church, its committees, school governors and the Friends of Horsted Keynes Church.

The following committees are responsible for various aspects of the responsibilities and business of the PCC, and report to the PCC:

Standing Committee: is a steering group, which has power to transact the business of the PCC between its meetings.

Finance Committee: oversees the general financial dimension of the work of St. Giles's by monitoring income and expenditure, budgeting and establishing and reviewing appropriate financial controls. The Finance Committee employs the services of Mr Steve Brentnall to give accounting and strategic advice and to prepare the Management and Annual Accounts.

Martindale Centre Management Committee: manages the day to day administration and maintenance of the Martindale Centre.

Fabric Committee: oversees maintenance of the Church building and fabric.

Churchyard Committee: is responsible for the maintenance of the churchyard and safety aspects of the area.

For all the Family Group: an informal group which meets about once a month to plan the next monthly 'For all the Family' Eucharist, and aspires to rekindle a Sunday club.

Friends of Horsted Keynes Church: exists to help, both with funding and in other practical ways, the maintenance, repair, beautification and development of the church building, its possessions and its churchyard.

Health and Safety

The PCC makes provision to consider health and safety issues at every meeting with an eye to overseeing and updating the risk assessment under ongoing scrutiny by church officers across committees who develop systems and procedures to manage the risks in their separate spheres.
Mr John Whiting continued as Health and Safety Officer.

Safeguarding

The Safeguarding Officer reports to the PCC on a regular basis and the PCC makes provision to consider safeguarding issues at every meeting. The PCC has complied with the duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance.

Public Benefit

The PCC acknowledges its requirements to clearly demonstrate that, as a charity aiming to advance religion, it must have charitable purposes or 'aims' that are for the public benefit. Details of how the PCC has achieved this are provided in this report.

Aim and purposes

The PCC works with the Rector to facilitate the worship of Almighty God, growth of the Christian Church and service to others in and beyond the parish in accordance with Jesus' commandment to love our neighbour.

With these key aims in mind, Horsted Keynes PCC has established objectives in its current Mission Action Plan (MAP). *Our vision is "To become better followers of Christ by loving God and loving others".*

Our agreed initiatives to achieve our objectives are split into two groups, the first aimed at becoming better disciples (*You shall love the Lord your God with all your heart, and with all your soul, and with all your mind*), and the second at becoming better servants (*You shall love your neighbour as yourself*).

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1154482

ANNUAL REPORT for 2024 (continued)

Rector's Report

- I am going to start by repeating some things I said at the end of my report last year. Not to test your memories, too late for that now. Not, I hope to bore you. Rather because they need to be said and people need to be thanked, for they are all part of the team that enable our church to flourish and make our parish so special. It is a great joy and blessing to serve in such a great village, with a warm and supportive congregation, active community, very beautiful church and lovely Rectory.

- The APCMs are an opportunity to thank people too numerous to mention by name and, as always, I apologise if I leave anyone out: Fr Peter for being such an excellent colleague. Churchwardens, Secretary, Treasurer, PCC members; organist, pianists and choir; servers, sides-people, sacristans and verger; cleaners, churchyard workers and flower arrangers. These and others are so important in caring for the church building and parochial administration. Then there are those – some the same, some different – who do so much in terms of our outreach: headteacher and staff at St Giles' School, P & P Magazine Editor, leaders and helpers at First Steps, 'God is our rock' Friday after School Club, Friends of HK Church (FOHKC), Friends of our Church School, HKafe, HK Help, Life and Faith Group, Village lunch; all who lead on our bi-monthly church charities. All the folk who simply turn up to be part of our worshiping community. Last but by no means least, my dear wife, Christine, for all her support to me and to the parish in so very many ways.

- Now a month-by-month reflection on some parochial and personal highlights:

- **January** - Near to the start of the year we held an Epiphany Eucharist for our Church School. Although they have their own report, I always enjoy the FOHKC events, and the splendid Burns Night especially stands out.

- **February** – We hosted our annual Deanery teaching morning at the Martindale. It was well attended and all enjoyed hearing Revd Dr Earl Collins, Diocesan Director of Continuing Ministerial Development and a Vicar in Hove, who spoke about the Bible. He is always interesting and informative and will be coming again (this time to Haywards Heath) in 2025. Our Lent course was on the Baptismal Promises, from the Church of England Pilgrim course. It doubled up as confirmation preparation for two adults from our parish.

- **March** – On Mothering Sunday we held a re-union for families whose children have been baptized here in recent years on Mothering Sunday. Fr Peter organized a Stations of the Cross for the Church School. He and I worked with the children to explain them. In response they produced art works which were displayed in school and church, with groups of children walking around and hearing reflections, discussing them and being offered a prayer. My very enjoyable and interesting year as Chaplain to the High Sherriff of West Sussex came to an end.

- **April** – Paul and Ann Spetch celebrated their Golden Wedding by renewing their vows at an All-age Eucharist. Our son, Simon, and his wife, Nettie had their Marriage blessed in church and celebrated afterwards at the Martindale Centre. The only other wedding of the year took place the next week, and was that of my predecessor, Fr John and Ann Twistleton's son and his fiancée. Surely it must be some kind of historic record for two successive priests to have their sons married on two successive Saturdays in their parish church!

- **May** – Fr Peter led the Rogation All-age Eucharist, taking us out to pray for different things around the churchyard and school grounds. Fine weather again enabled the School Ascension Day Eucharist to be held in the churchyard. The Archdeacon made a visitation, which involved members of the Standing Committee in hard and fruitful work of preparation. John Whiting had been seriously unwell, but Barbara Fairweather and I were delighted that he recovered enough to join us for the admission of Churchwardens.

- **June** – It was a great joy for us to host the Deanery Confirmation, at which Bishop Ruth confirmed our two candidates with others from Cuckfield and Lindfield parishes.

- **July** – With sadness, we said goodbye to Josh, the Danehill youth worker who had been leading HKafe for some years. It has functioned well with just volunteers since, although discussions are ongoing about a possible future youth worker. PSO Duffy Parry, who was also safeguarding lead on the School Governors, went with his family to work abroad for a time. He was quickly replaced by Thelma Mason.

- **August** – As Chaplain to the Bluebell railway, I had the great joy of blessing 'Beachey Head', a locomotive which had been built almost from scratch over many years. She then hauled us while we had an excellent lunch, coincidentally celebrating Christine's birthday.

- **September** – Fr Peter again took us outside to celebrate our patron, St Giles, the churchyard shed doubling up as St Giles' Hermitage! Alison Coullson, a member of our congregation, was appointed Head of St Giles School, replacing Hilary Douch. She works with Jamie Savage, who is Executive Head of both our school and St Peter's Ardingly. I started to receive my state old age pension and got my bus pass! Geoffrey Vessey Holt kindly joined me again to take part in the Ride and stride sponsored walk.

- **October** – A new set of school bishops was elected. They are proving to be outstanding public readers. Trying to keep this quiet at the time, I attended an excellent conference on 'Transition to Retirement' at Cuddesdon (Oxfordshire) where I went to Theological College. *

- **November** – After agreeing with PCC and Royal British Legion we combined our previous shortened Parish Eucharist followed by Remembrance Sunday Service into one Remembrance Parish Eucharist. The aim was to bring together the younger people who had been coming for the 10am Service with the older ones attending the 11am. There were a number of favourable comments and no complaints!

- **December** – We joined other churches in and around Haywards Heath in having an Angel theme for our pre-Christmas services. Different organizations and individuals made and displayed wonderfully different angels in time for the school Carol Service, and they stayed up until Epiphany. We also held an angel-themed parish Carool Service with an excellent home-grown choir, which was well attended. Christingle and Christmas morning attendances were up, with Midnight Mass holding its own.

  * It was subsequently announced, early in 2025, that Fr David will retire on 30 June.

Whatever you do, in word or deed, do everything in the name of the Lord Jesus,

giving thanks to God the Father through him.' ***Colossians 3.17***

Achievements and Performance

The Electoral Roll was reviewed. 117 were on the roll, with 2 died and no new members; 21 not resident in the village. The maximum number attending on any Sunday in October was 50, including 9 children, the average number being 36. Both these figures included people attending by Zoom. 15 people attended the All Souls Requiem, with 13 taking Communion. Attendance at Services is fairly constant though remains lower than pre-pandemic levels. The Zoom invitation is sent most Sundays to the majority included on the Electoral Roll with some regular attendees, including some residents at Westall House. One resident receives Home Communion. A monthly Eucharist is celebrated at Westall House.
There were 11 regular P.C.C. meetings throughout the year, in the Rectory during the winter months to reduce heating costs, and in the Martindale Centre at other times. All Sub-Committees met as required, reporting to and represented on the P.C.C.
1 person was baptised and 2 confirmed from our parish at a Deanery Service at St. Giles, led by Bishop Ruth. There were 2 weddings and 12 funerals.
HKPCC highlights of Church life for the benefit of the Community included in 2024:

- The Pilgrim Course: Turning to Christ- a Course for the Christian Journey was followed as our Lent Course at two places and times.
- A Carol Service was held, as part of the Angel Festival across the Deanery, in December in Church, attended by 71 people.
- A Christingle Service was held on Christmas Eve and attended by 244 children and adults.
- HK- Help continue to provide support to the community, including transport for medical needs, as required, though there is little demand.
- HKafe continues to be held at the Martindale Centre during term time, led partly by the Youth Worker from All Saints Church, Danehill, Josh Watson and subsequently by volunteers from Danehill and Horsted Keynes catering for secondary school age children.

- First Steps, the baby and toddler group, meets at the Martindale Centre during term time, giving an opportunity for small children and their parents and carers to meet in a safe environment.
- St. Giles Church of England Primary School holds a weekly Collective Worship in church in term time, led by Fr. David, Fr. Peter and members of the congregation, and a termly Eucharist. All services are attended by a significant number of parents and carers. The Junior School Carol Service was held in church and was very well attended, 80 children and 100 adults.
- Village Lunch is held monthly in the Martindale Centre. Food is cooked by varied teams of volunteers and is enjoyed by an increasing number of people, from the village and beyond. A group of Year 6 pupils from St. Giles School are brought by a Governor to help serve puddings.

The Friends of Horsted Keynes Church (FOHKC) continues to raise funds to maintain the fabric of the church and the churchyard by arranging a wide range of events, including a pantomime, The Wizard of Oz, performed in Church.
The Parish and Parishioner (P&P) editor continues to produce and publish the magazine 10 times a year. Volunteers collate and distribute them to all houses in the village and copies are posted to those requesting them.

Financial Review

1. The net income in 2024 was £52,560. This figure is on page 7 and compares with the net expenditure of £25,030 in 2023. £50,515 of the net income can be attributed to the generous legacy left by Peter Vince of £50,000 plus the interest received on it. Details of the PRV Memorial Fund set up for managing its restricted purposes are shown on page 14.
2. Table 2(a) shows that the value of donations and legacies received was £129,478, including Peter Vince's legacy (£80,951 in 2023). The level of planned giving and associated gift aid tax claimable dropped again and is a significant cause for concern. However, the shortfall this year was largely offset by the exceptionally high income from statutory Parochial Fees - received for weddings, funerals, etc. In addition, a special grant of £2,670 was received for the work carried out on the hedges in the churchyard.
3. Table 3(b) records Church Running costs of £19,782(£10,390 in 2023). This includes the unusually extensive amount work carried out on the trees and hedges in the churchyard. Unexpectedly the flagpole became unsafe and had to be taken down. It was renewed following a successful appeal for donations. Note that the parish continues to fully cover the contribution requested by the diocese for our half time priest.
4. The Martindale Centre had a very good year fund raising but the level of rental income was a little disappointing. Overall, a surplus of £3,813 was generated (£1,820 in 2023).
5. Trustee payments and expenses: the PCC supported the clergy by paying the cost of rectory utilities amounting to £4,267 (2023 = £4,076) plus other annual costs towards travel, telephone, postage and broadband totalling £872 (2023= £934). These are included in table 3(b). There were no expenses payments to other trustees or persons related to or connected to them.
6. Table 12 shows that it was only necessary to spend £1,912 on repairs to the Church fabric. The cost of producing Parish magazine (P&P) were not quite matched by the income received. £351 was taken from the General Fund to help cover the loss and the value of the P&P restricted fund at the year-end fell to £0.
7. The Friends of Horsted Keynes Church raised £13,126. This included a highly successful production of the Wizard of Oz in the Church and involved many adults and children of the village. Outgoings of £12,466 included £911 for the annex project and a contribution of £7,000 towards the unusually high maintenance costs of the churchyard this year.
8. The PCC's investments continued to generate a steady income from dividend and interest payments. Table 7 shows that the capital valuation increased by £5,071 (5.7%) over the year.
9. Overall, the PCC's financial position at the end of 2024 was satisfactory. However, it is important that the level of planned giving to the General Fund increases soon if we are to continue paying the current amount for ministerial support and reduce the effort needed to raise money.

ANNUAL REPORT for 2024 (continued)

Reserves Policy

A review of the reserves policy and risk register was undertaken during the year which again resulted in no significant change. An unrestricted General Fund reserve of £25,000, approximately 3 months of overall expenditure on everyday activities, is needed as a contingency against unforeseen situations. On 31 December 2024 the balance was £55,330. A total of £30,156 was held in the Unrestricted and Restricted Fabric Funds at the year end.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Reverend David Murdoch.

Chairman .....

Date ....06 March 2025

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
Horsted Keynes Parochial Church Council [Registered Charity No. 1154482]

I report on the accounts of Horsted Keynes PCC for the year ended 31st December 2024 which are set out on pages 8 to 15.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.
Having satisfied myself that the church is eligible for independent examination, it is my responsibility to :-

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 the 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 you as 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 material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, or
- the accounts do not accord with the accounting records, or
- the accounts did 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 come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed by :-
Mr A Peel Cross
The Hermitage, Church Lane
Horsted Keynes
Haywards Heath
RH17 7AY

Signature: A Peel Cross

Date: 11-04-2025

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES
For the Year ended 31st December 2024

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2024	2023
		£	£	£	£	£
Income and endowments from:						
Donations and legacies	2(a)	63,527	65,951	0	129,478	80,951
Charitable activities	2(b)	6,384	0	0	6,384	3,449
Other trading activities	2(c)	18,225	8,749	0	26,974	27,404
Investments	2(d)	2,204	1,624	0	3,828	2,788
TOTAL		90,340	76,324	0	166,664	114,592
Expenditure on:						
Raising funds	3(a)	3,354	4,418	0	7,772	6,713
Charitable activities	3(b)	87,701	22,771	931	111,403	143,888
TOTAL		91,055	27,189	931	119,175	150,601
Net gains/(losses) on investments	7	3,511	1,282	278	5,071	10,979
NET INCOME/(EXPENDITURE)		2,796	50,417	(653)	52,560	(25,030)
Transfers between funds		0	0	0	0	0
NET MOVEMENT IN FUNDS		2,796	50,417	(653)	52,560	(25,030)
Reconciliation of Funds						
Fund Balances brought forward at 1st January 2024		74,505	52,385	80,630	207,520	232,550
BALANCES CARRIED FORWARD AT 31st DECEMBER 2024		77,301	102,802	79,977	260,080	207,520

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AS AT 31st DECEMBER 2024

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible fixed assets	8	69,871	70,802
Investment assets	7	93,810	88,739
CURRENT ASSETS			
Debtors	9	2,345	2,600
Short term deposits		77,000	31,229
Cash at bank and in hand		19,784	19,063
		99,129	52,892
LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR	10	2,730	4,913
NET CURRENT ASSETS		96,399	47,979
TOTAL ASSETS LESS CURRENT LIABILITIES		260,080	207,520
NET ASSETS		260,080	207,520
FUNDS			
Unrestricted	11	77,301	74,505
Restricted	12	102,802	52,385
Endowment	13	79,977	80,630
TOTAL CHARITY FUNDS		260,080	207,520

This Financial Report for the year ended 31st December 2024, including the notes following, was approved by the Parochial Church Council on 6th March 2025 and signed on its behalf by :-

..... *Reverend David Murdoch* (Chairman)

..... *Martin Govas* (Treasurer)

The notes on pages 10 to 15 form part of these accounts.

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
For the Year ended 31st December 2024

1 ACCOUNTING POLICIES

1(a) **Basis of Preparation**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (FRS 102)). The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all the transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

1(b) **Funds**

Funds held by the PCC are :-

Unrestricted funds - general funds that can be used for PCC ordinary purposes.

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - (a) income from trusts or endowments that may be expended only on those restricted objects provided in the terms of the trust or bequest, and (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 each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Endowment funds - funds the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. The PCC may have the power to convert certain endowment funds into expendable income; such funds are known as expendable endowments.

1(c) **Income and Endowments**

All income and endowments, accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

1(d) **Donations and Legacies**

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC.

1(e) **Charitable Activities, Trading Activities and all Other Income**

Statutory fees for weddings and funerals are recognised when the office occurs.

Trading activities are where income is receivable in return for selling goods or providing services and is recognised when received.

1(f) **Investment Income**

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

1(g) **Gains and Losses on Investments**

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31st December.

1(h) **Expenditure**

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably.

1(i) **Grants**

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

1(j) **Charitable Activities**

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

1(k) **Fixed Assets**

Tangible fixed assets.

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements.
For inalienable property acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Individual items acquired since 1st January 2000 have been capitalised in the financial statements and depreciated over their useful economic life.
All expenditure incurred in the year on consecrated or beneficed buildings, individual items costing under £5,000 or on the repair of movable church furnishings acquired before 1st January 2000 is written off.
Freehold land and buildings are valued at original cost less provisions for depreciation.
Renovations to freehold buildings are valued at original cost less provisions for depreciation.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets over their expected useful lives.
The rates generally applicable are :-

Freehold land and buildings	1% per annum on a reducing balance basis.
Renovations to freehold buildings	2% per annum on a reducing balance basis.

Investments :

Investments are valued at market value at 31st December.

2 INCOME AND ENDOWMENTS

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2024 £	2023 £
2(a)	Donations and legacies					
	Planned giving	37,928	2,991	0	40,919	44,557
	Collections (open plate)	6,884	882	0	7,766	7,391
	Donations	3,104	6,525	0	9,629	9,587
	Gift aid tax claimed	11,091	1,592	0	12,683	13,465
	Grants received	4,520	3,961	0	8,481	5,951
	Legacies	0	50,000	0	50,000	0
		63,527	65,951	0	129,478	80,951
2(b)	Charitable activities					
	Parochial Fees income	6,384	0	0	6,384	3,449
		6,384	0	0	6,384	3,449

2(c)	Other trading activities					
	Fundraising income	227	8,749	0	8,976	11,919
	Hall income	17,998	0	0	17,998	15,485
		18,225	8,749	0	26,974	27,404
2(d)	Investments					
	Dividends and interest received	2,204	1,624	0	3,828	2,788
		2,204	1,624	0	3,828	2,788
	TOTAL	90,340	76,324	0	166,664	114,592

3 EXPENDITURE

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2024 £	FUNDS 2023 £
3(a)	Raising funds					
	Fundraising costs	3,354	4,418	0	7,772	6,713
		3,354	4,418	0	7,772	6,713
3(b)	Charitable activities					
	Missionary and charitable giving	3	1,627	0	1,630	3,292
	Ministry costs :					
	Diocesan Parish Contribution	52,557	0	0	52,557	51,186
	Other ministry costs	5,139	0	0	5,139	5,010
	Church running expenses	10,890	8,892	0	19,782	10,390
	Church & hall - Major repairs & fabric costs	0	5,344	0	5,344	46,703
	Upkeep of services	995	0	0	995	1,436
	Youth work, training and mission	1,162	750	0	1,912	2,648
	Parish magazine	351	6,020	0	6,371	6,107
	Church hall running costs	10,833	0	0	10,833	11,160
	Support costs	1,171	64	0	1,235	861
	Administrative costs	4,600	74	0	4,674	4,150
	Depreciation	0	0	931	931	945
		87,701	22,771	931	111,403	143,888
	TOTAL	91,055	27,189	931	119,175	150,601

4 STAFF COSTS

The PCC had no employees during the year.

5 INDEPENDENT EXAMINATION FEES

The Independent Examiner has not charged a fee for his work.

6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL £
Fixed assets	59,612	24,092	79,977	163,681
Current assets	20,294	78,835	0	99,129
Current liabilities	(2,605)	(125)	0	(2,730)
Fund Balances	77,301	102,802	79,977	260,080

7 FIXED ASSET INVESTMENTS

	Market Value at 1st January 2024	Additions	Disposals	Gains/ (losses)	Market Value at 31st December 2024
	£	£	£	£	£
Church of England CBF Investment Fund :					
538 income shares (see note below)	12,161	0	0	278	12,439
Church of England CBF Global Equity Fund :					
25306.82 income shares	76,578	0	0	4,793	81,371
	88,739	0	0	5,071	93,810

Note - the 538 shares are held specifically for the Bridgeman Churchyard Trust Fund.

8 TANGIBLE FIXED ASSETS

	Freehold land and buildings	Building renovations	TOTAL
	£	£	£
Cost :			
At 1st January 2024	69,681	44,927	114,608
Additions	0	0	0
Disposals	0	0	0
At 31st December 2024	69,681	44,927	114,608
Depreciation :			
At 1st January 2024	21,181	22,625	43,806
Charge for the year	485	446	931
Disposals	0	0	0
At 31st December 2024	21,666	23,071	44,737
Net book amounts			
At 31st December 2024	48,015	21,856	69,871
At 31st December 2023	*48,500*	*22,302*	*70,802*

The freehold land and buildings comprise the Martindale Centre, the legal estate of which is vested in the Chichester Diocesan Fund and Board of Finance (Incorporated) as Custodian Trustee for the Horsted Keynes PCC in accordance with the provisions of the Parochial Church Councils (Powers) Measure, 1956.

9 DEBTORS

	2024	2023
	£	£
Recoverable Gift Aid	2,188	2,082
Other sundry debtors	157	518
	2,345	2,600

10 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Creditors for goods and services	2,730	4,663
Deferred income	0	250
	2,730	4,913

11 UNRESTRICTED FUNDS

	Balance at 1st. January 2024	Movements in Resources				Balance at 31st December 2024
		Incoming	Outgoing	Transfers	Gains	
	£	£	£	£	£	£
General Fund	54,461	89,786	91,055	0	2,138	55,330
Designated Fabric Fund	20,044	554	0	0	1,373	21,971
	74,505	90,340	91,055	0	3,511	77,301

12 RESTRICTED FUNDS

	Balance at 1st. January 2024	Movements in Resources				Balance at 31st December 2024
		Incoming	Outgoing	Transfers	Gains	
	£	£	£	£	£	£
Building Repairs and Fabric Fund	5,399	2,134	1,912	0	39	5,660
Charitable Collections Fund	0	1,627	1,627	0	0	0
P&P Magazine Fund (i)	362	5,658	6,020	0	0	0
Martindale Centre Income Fund (ii)	2,333	0	0	0	0	2,333
Building Appeal - 2004 Fund (iii)	2,139	622	275	0	39	2,525
Restricted Gifts Fund	0	2,642	2,642	0	0	0
Friends of Horsted Keynes Church (iv)	39,723	13,126	12,466	0	1,204	41,587
Restricted Martindale Centre Refurbishment Fund (v)	182	0	0	0	0	182
St Giles North Annex Appeal Fund (vi)	2,247	0	2,247	0	0	0
PRV Memorial Fund (vii)	0	50,515	0	0	0	50,515
	52,385	76,324	27,189	0	1,282	102,802

(i) The P&P Magazine Fund receives donations and grants specifically for the production of the parish magazine.
(ii) The balance on the Martindale Centre Income Fund represents the cost of some of the historical building renovations.
(iii) This fund was opened with donations from the Village Appeal in 2004 for repairs to the fabric of the church. Monthly donations have continued to flow into the fund during the year.
(iv) This restricted fund was launched in September 2011 specifically for the maintenance of the fabric of St. Giles Church and churchyard in Horsted Keynes.
(v) This fund was re-opened in 2019 to receive restricted income towards the cost of refurbishing/upgrading the heating system in the Martindale Centre. Most of the costs of refurbishing/upgrading the heating system were charged to the fund in 2019, leaving a small balance to carry forward.
(vi) This appeal fund was opened in March 2016 to fund the planning and construction of an annex to the north of the St Giles church building.
(vii) This restricted fund was created in July 2024 following the receipt of a legacy from the late Peter Richard Vince. Mr Vince expressed the wish that the legacy be used for any current ongoing projects at the time of his death.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the Year ended 31st December 2024

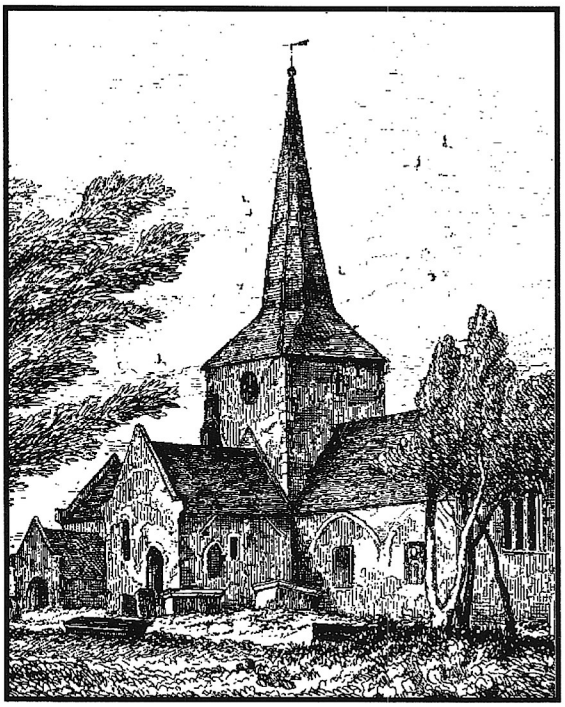
13 ENDOWMENT FUNDS

	Balance at 1st. January 2024	Movements in Resources			Gains/	Balance at 31st December 2024
		Incoming	Outgoing	Transfers	(losses)	
	£	£	£	£	£	£
Martindale Centre :						
Capital Endowment Fund	68,468	0	931	0	0	67,537
Bridgeman Trust Churchyard Fund	12,162	0	0	0	278	12,440
	80,630	0	931	0	278	79,977

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, HORSTED KEY

England & Wales - Charity number 1154482

Accounts



ST GILES CHURCH

HORSTED KEYNES

ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL
for the year ended 31st December 2023

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RECTOR

The Reverend David Murdoch
The address of the rectory is :-
The Rectory, Station Road, Horsted Keynes,
HAYWARDS HEATH, RH17 7ED.

PRIMARY BANKERS

The PCC banks primarily with :-
CAF BANK Limited
Kings Hill, West Malling, Kent, ME19 4TA.

INDEPENDENT EXAMINER

The independent examiner is :-
Mr A P Peel Cross
The Hermitage, Church Lane, Horsted Keynes
HAYWARDS HEATH, RH17 7AY.

CHARITY COMMISSION REGISTRATION

The Parochial Church Council is a registered charity, No. 1154482.

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1154482

ANNUAL REPORT for 2023

Administrative information

St. Giles Church (Grade I listed) is situated in Church Lane, Horsted Keynes RH17 7AY. It is part of the Diocese of Chichester within the Church of England.

All correspondence should be addressed to HKPCC, The Martindale Centre, Station Road, Horsted Keynes, Haywards Heath, RH17 7ED.

St Giles Church Horsted Keynes is a registered charity number 1154482.

During the year the following served as members of the Parochial Church Council (PCC):

Rector:	Fr David Murdoch (PCC Chairman)	
Curate:	Fr Peter Sutton	
Churchwardens:	Mrs Barbara Fairweather	(elected April 2023)
	Mr John Whiting	(elected April 2023)
Deanery Synod Representatives:	Mrs Heidi Mowforth	(until 2026)
	Mr John Whiting	(until 2026)
Elected Members:	Miss Judith Bowron	(until 2024)
	Mr John Emery	(until 2026)
	Mr Martin Govas (Treasurer)	(until 2024)
	Mr David Lamb	(until 2025)
	Mrs Thelma Mason	(until 2026)
	Mr Barry Reed	(resigned September 2023)
	Mr Peter Vince	(Deceased November 2023)
Co-opted Member:	Mrs Marion Lott	(ex-officio, MCMC chair)

The PCC made the following appointments:

PCC minutes secretary	Mrs Marion Lott
Parish Safeguarding Officer	Mr Duffy Parry
Electoral Roll Officer	Mrs Fiona Price

Structure, governance and management

Membership of the PCC is determined under the Church Representation Rules and consists of ex-officio members (Churchwarden(s), the members of the Diocesan and Deanery Synods), the chairman of the Martindale Centre Management Committee (co-opted), and 7 members of the church who are elected at the Annual Parochial Church Meeting (APCM). The PCC Secretary and Treasurer are elected by the PCC.

The PCC is responsible for a wide range of matters affecting the parish and, in their capacity as trustees, members of the PCC are responsible for the stewardship of funds, the appropriate accounting and reporting of parish finances, and compliance with legislation applying to health and safety, disability, and safeguarding children and vulnerable adults.

The PCC joins and unites the work of the Church, its committees, school governors and the Friends of Horsted Keynes Church.

The following committees are responsible for various aspects of the responsibilities and business of the PCC, and report to the PCC:

Standing Committee: is a steering group, which has power to transact the business of the PCC between its meetings.

Finance Committee: oversees the general financial dimension of the work of St. Giles's by monitoring income and expenditure, budgeting and establishing and reviewing appropriate financial controls. The Finance Committee employs the services of Mr Steve Brentnall to give accounting and strategic advice and to prepare the Management and Annual Accounts.

Martindale Centre Management Committee: manages the day to day administration and maintenance of the Martindale Centre.

Fabric Committee: oversees maintenance of the Church building and fabric.

Churchyard Committee: is responsible for the maintenance of the churchyard and safety aspects of the area.

For all the Family Group: an informal group which meets about once a month to plan the next monthly 'For all the Family' Eucharist, and aspires to rekindle a Sunday club.

Friends of Horsted Keynes Church: exists to help, both with funding and in other practical ways, the maintenance, repair, beautification and development of the church building, its possessions and its churchyard.

Health and Safety

The PCC makes provision to consider health and safety issues at every meeting with an eye to overseeing and updating the risk assessment under ongoing scrutiny by church officers across committees who develop systems and procedures to manage the risks in their separate spheres.
Mr John Whiting continued as Health and Safety Officer.

Safeguarding

The Safeguarding Officer reports to the PCC on a regular basis and the PCC makes provision to consider safeguarding issues at every meeting. The PCC has complied with the duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance.

Public Benefit

The PCC acknowledges its requirements to demonstrate clearly that, as a charity aiming to advance religion, it must have charitable purposes or 'aims' that are for the public benefit. Details of how the PCC has achieved this are provided in this report.

Aim and purposes

The PCC works with the Rector to facilitate the worship of Almighty God, growth of the Christian Church and service to others in and beyond the parish in accordance with Jesus' commandment to love our neighbour.

With these key aims in mind, Horsted Keynes PCC has established objectives in its current Mission Action Plan (MAP). *Our vision is "To become better followers of Christ by loving God and loving others".*

Our agreed initiatives to achieve our objectives are split into two groups, the first aimed at becoming better disciples (*You shall love the Lord your God with all your heart, and with all your soul, and with all your mind*), and the second at becoming better servants (*You shall love your neighbour as yourself*).

ANNUAL REPORT for 2023 (continued)

Rector's Report

These are a few highlights of another busy but fulfilling year.

To my Chaplaincy of the Bluebell Railway, I added, for one year, being Chaplain to the High Sherriff of West Sussex, Andy Bliss, who lives in the parish. I have only been able to go with him to a small fraction of the numerous events he has attended, these being a mixture of uplifting services in Chichester and Arundel Cathedrals, and inspiring visits to charities. I purposely chose two that we support as a parish: a summer party for families supported by Family Support Work and the opening of a new wing at Crawley Open House.

I always find enjoyment and fulfilment in Baptisms, Marriages and Funerals, and it is special when they are of people we know well. Thus, I look back with great pleasure on the Baptism of Kasper Spetch and the Marriage of Will and Lilly Lamb. We went on to have a spate of four baptisms in about six weeks in September/early October.

Although they will have their own report, I feel I must mention some fantastic Friends of Horsted Keynes Church events: the amazing panto, Aladdin, the Barn Dance at the Bluebell Vineyard and the Open Gardens, for which we had such excellent weather.

On Rogation Sunday afternoon, Fr Peter led a prayer walk from the Clarke's Farm back to and around the village. It was thought provoking and inspiring, and I hope that we can continue to mark Rogation Sunday in similar ways.

Also, in May we celebrated with people across our nation and commonwealth the coronation of King Charles III.

It continues to be a joy and a privilege to have Fr Peter as our Curate. We rejoiced with him as he was ordained Priest and celebrated the Eucharist for the first time. I am greatly blessed to have such an outstanding colleague, as are we all to support him in, and see him growing into his priestly ministry.

After a very long process of discussion, called 'Living in Love and Faith', the national Church of England agreed to authorize prayers for the Blessing of homosexual unions (although not actual Marriages). Fr Peter and I expressed publicly our willingness to lead such services. The process continues to cause painful divisions in the national church and Anglican Communion. Interestingly, early in 2024, the Pope authorized such blessings in the Roman Catholic Church, albeit in very limited circumstances.

At the end of the summer term, Hillary Douch retired after a highly successful time as Head of St Giles' School. A new leadership arrangement came into place with Jamie Savage as Executive Head of both Ardingly and Horsted Keynes schools, and Alison Coulson as Head of School here at St Giles. This is working very well and Fr Peter and I enjoy working closely with her and our church school.

Christine and I are immensely grateful for all the support you give us in so many ways. It was lovely to celebrate our 40th Wedding Anniversary with you in August, in church/yard, and with family and friends in the Martindale Centre.

Marion Lott received the Order of St Richard from Bishop Ruth at the Cathedral: something which is given for long and outstanding lay service of the church. Very well deserved!

Very sadly, not long afterwards, our previous holder, Peter Vince, died. He too had been a servant of Our Lord and his church here for many years, as well as an intelligent, characterful and humorous friend to me, and to so many of us. As he wished, we held a Requiem Mass for him, and it says a lot that every one of my surviving predecessors attended. It has taken a team to replace him as Sacristan alone, but they have risen magnificently to the task.

We authorized all our servers to administer the chalice and found some new sidesmen and women.

Andrew Slater continued to organize a choir to sing on special occasions such as Christmas and Easter.

Katie Spetch, Christine Murdoch and helpers run a Friday afternoon (term time) 'God is our rock' after school club.

Slow but steady progress continued to be made on the annex so many have hoped, prayed and planned for, for so long, thanks to a great deal of hard work by the steering group.

The Annual Parochial Church Meetings are an opportunity to thank people too numerous to mention by name and, as always, I apologise if I leave anyone out: Fr Peter for being such an excellent colleague. Churchwardens, Secretary, Treasurer, PCC members; organist, pianists, and choir; servers, sides-people, sacristans and verger; cleaners, churchyard workers and flower arrangers. These and others are so important in caring for the church building and parochial administration. Then there are those – some the same, some different – who do so much in terms of our outreach: headteacher and staff at St Giles' School, P & P Editor, leaders and helpers at First Steps, 'God is our rock' Friday after School Club, Friends of HK Church, Friends of our Church School, HKafe, HK Help, Life and Faith Group, Village lunch; all who lead on our bi-monthly church charities. All the folk who simply turn up to be part of our worshiping community. Last but by no means least, my dear wife, Christine, for all her support in so very many ways.

It is a great joy and blessing to serve in such a special village, with a warm and supportive congregation and community, very beautiful church and lovely Rectory.

'God is here! As we his people meet to offer praise and prayer,
May we find in fuller measure what it is in Christ we share....
Lord of all, of Church and Kingdom, In an age of change and doubt,
Keep us faithful to the Gospel, help us work your purpose out.' Fred Pratt Green (1903-2000)

Achievements and Performance

The Electoral Roll was reviewed. 119 were on the roll, 5 new and 2 died; 20 not resident in the Village.

The maximum number attending on any Sunday in October was 50, including 15 children, the average number being 45. Both these figures included people attending by Zoom. 17 people attended the All Souls Requiem, with 15 taking Communion. Attendance at Services is fairly constant with higher attendance at Family Services, though remains lower than pre-pandemic levels. The Zoom invitation is sent most Sundays to the majority included on the Electoral Roll but there are usually few attendees. There were no regular Home Communions arranged but any requests were fulfilled. The Eucharist was celebrated each month at Westall House with a good number of residents attending.

There were 11 regular P.C.C. meetings throughout the year, in the Rectory during the winter months to reduce heating costs, and in the Martindale Centre at other times. All Sub-Committees met as required, reporting to and represented on the P.C.C.

4 children were baptised. There were 2 weddings and 3 funerals.

HKPCC highlights of Church life for the benefit of the Community included in 2023:

- Chichester Diocesan Lent Course on the Old Testament was followed at two places and times.
- HK Help continues to provide support to the community, including transport for medical needs, as required, though there is little demand.
- HKafe continues to be held in the Martindale Centre during term time, led by the Youth Worker from All Saints Church, Danehill, Josh Watson and catering for secondary school age children.
- First Steps, the baby and toddler group, meets at the Martindale Centre during term time, giving an opportunity for small children and their parents and carers to meet in a safe environment.
- St. Giles Church of England Primary School holds a weekly Collective Worship in church and a termly Eucharist. All services are attended by a significant number of parents and carers. The Junior School Carol Service was held in church and was very well attended.
- Village Lunch is held monthly in the Martindale Centre. Food is cooked by a varied team of volunteers and is enjoyed by an increasing number of people, from the village and beyond.

The Friends of Horsted Keynes Church (FOHKC) continues to enthusiastically raise funds for the fabric of the church and maintenance of the churchyard. Events included the amazing panto, Aladdin, the Barn Dance at the Bluebell Vineyard, the Open Gardens Day, for which we had such excellent weather, and the Serendipity Concert in church in December.

The Parish and Parishioner (P&P) editor continues to produce and publish the magazine 10 times a year. Volunteers collate and distribute these to all houses in the village and copies are posted to those requesting them.

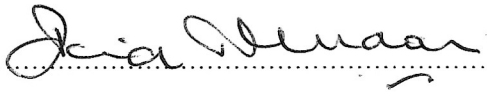
Financial Review

1. The net expenditure in 2023 was £25,030. This figure is on page 7 and compares with the surplus of £42,113 made in 2022. £24,415 of the £25,030 can be attributed to one off planned expenditure from the restricted St Giles North Annex Appeal Fund (see table 12 on page 13), used to progress the annex project.
2. Table 2(a) shows that the value of donations and legacies received was £80,951 (£128,983 in 2022, which included a legacy donation of £20,000). Whilst not a major issue in 2023, the level of planned giving is not keeping pace with inflation. Furthermore, the death of a major contributor towards the end of the year presents the church with a significant income challenge for 2024.
3. Table 2(c) shows an improvement in Fundraising and Hall (Martindale Centre) income but this is largely offset by the associated fundraising costs shown in table 3(a).
4. Table 3(b) records expenditure of £46,703 (£5,950 in 2022) on Major repairs and fabric. This includes the expenditure on the Annex project mentioned above and repairs needed to the church fabric as identified in our architect's 2022 quinquennial inspection report. Only minor items remain to be completed before the next inspection, due in 2027. The parish continues to fully cover the contribution requested by the diocese for a half time priest.
5. The Martindale Centre was available for hire the whole year, Covid restrictions having been fully lifted. The rental income at £8,726 was not much more than achieved in 2022 but the increased surplus from fund raising events and steady operating costs enabled the Centre to generate a modest surplus of £1,820.
6. Trustee payments and expenses: the PCC supported the clergy by paying the cost of rectory utilities amounting to £4,076 (2022 = £3,883) plus other annual costs towards travel, telephone, postage and broadband amounting to £934 (2022 = £1,255). These are included in table 3(b). There were no expenses payments to other trustees or persons related to or connected to them.
7. Table 12 shows that the costs of producing Parish magazine (P&P) were closely matched by the income received. The restricted fund at the yearend stood at £362.
8. The Friends of Horsted Keynes Church raised an impressive £16,608 from fund raising activities. After fundraising costs of £4,206, £19,480 was spent on the churchyard, repairs to the church fabric and the annex.
9. The church's investments continued to generate a steady income. Table 7 shows that the capital valuation increased by £10,979 over the year, almost the matching the drop experienced in 2022.
10. Overall, the PCC's financial position at the end of 2023 was good. However, a few challenges emerged towards the end of the year end, the most important of which is the need to significantly increase the value of planned giving to the General Fund.

Reserves Policy

A review of the reserves policy and risk register was undertaken during the year which resulted in no change. An unrestricted General Fund reserve of £25,000, approximately 3 months of overall expenditure on everyday activities, is needed as a contingency against unforeseen situations. On 31 December 2023 the balance was £54,461. A total of £27,583 was held in the Unrestricted and Restricted Fabric Funds at the year-end.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Reverend David Murdoch.

Chairman 

Date 07 Mar 2024

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
Horsted Keynes Parochial Church Council [Registered Charity No. 1154482]

I report on the accounts of Horsted Keynes PCC for the year ended 31st December 2023 which are set out on pages 7 to 14.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.
Having satisfied myself that the church is eligible for independent examination, it is my responsibility to :-

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 the 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 you as 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 material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, or
- the accounts do not accord with the accounting records, or
- the accounts did 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 come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed by :-
Mr A Peel Cross
The Hermitage, Church Lane
Horsted Keynes
Haywards Heath
RH17 7AY

Signature: A Peel Cross

Date: 5th April 2024

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES
For the Year ended 31st December 2023

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2023 £	2022 £
Income and endowments from:						
Donations and legacies	2(a)	63,910	17,041	0	80,951	128,983
Charitable activities	2(b)	3,449	0	0	3,449	4,006
Other trading activities	2(c)	15,712	11,692	0	27,404	22,012
Investments	2(d)	2,226	562	0	2,788	2,303
TOTAL		85,297	29,295	0	114,592	157,304
Expenditure on:						
Raising funds	3(a)	2,506	4,207	0	6,713	1,832
Charitable activities	3(b)	82,978	59,965	945	143,888	101,784
TOTAL		85,484	64,172	945	150,601	103,616
Net gains/(losses) on investments	7	7,277	2,656	1,046	10,979	(11,575)
NET INCOME/(EXPENDITURE)		7,090	(32,221)	101	(25,030)	42,113
Transfers between funds		0	0	0	0	0
NET MOVEMENT IN FUNDS		7,090	(32,221)	101	(25,030)	42,113
Reconciliation of Funds						
Fund Balances brought forward at 1st January 2023		67,415	84,582	80,529	232,526	190,413
BALANCES CARRIED FORWARD AT 31st DECEMBER 2023		74,505	52,361	80,630	207,496	232,526

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AS AT 31st DECEMBER 2023

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible fixed assets	8	70,802	71,747
Investment assets	7	88,739	77,760
CURRENT ASSETS			
Debtors	9	2,600	4,532
Short term deposits		31,229	15,780
Cash at bank and in hand		19,039	67,103
		52,868	87,415
LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR	10	4,913	4,396
NET CURRENT ASSETS		47,955	83,019
TOTAL ASSETS LESS CURRENT LIABILITIES		207,496	232,526
NET ASSETS		207,496	232,526
FUNDS			
Unrestricted	11	74,505	67,415
Restricted	12	52,361	84,582
Endowment	13	80,630	80,529
TOTAL CHARITY FUNDS		207,496	232,526

This Financial Report for the year ended 31st December 2023, including the notes following, was approved by the Parochial Church Council on 7th March 2024 and signed on its behalf by :-

..... *Reverend David Murdoch* (Chairman)

..... *Martin Govas* (Treasurer)

The notes on pages 9 to 14 form part of these accounts.

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
For the Year ended 31st December 2023

1 ACCOUNTING POLICIES

1(a) **Basis of Preparation**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (FRS 102)). The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all the transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

1(b) **Funds**

Funds held by the PCC are :-

Unrestricted funds - general funds that can be used for PCC ordinary purposes.

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - (a) income from trusts or endowments that may be expended only on those restricted objects provided in the terms of the trust or bequest, and (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 each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Endowment funds - funds the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. The PCC may have the power to convert certain endowment funds into expendable income; such funds are known as expendable endowments.

1(c) **Income and Endowments**

All income and endowments, accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

1(d) **Donations and Legacies**

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC.

1(e) **Charitable Activities, Trading Activities and all Other Income**

Statutory fees for weddings and funerals are recognised when the office occurs.

Trading activities are where income is receivable in return for selling goods or providing services and is recognised when received.

1(f) **Investment Income**

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

1(g) **Gains and Losses on Investments**

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31st December.

1(h) **Expenditure**

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably.

1(i) **Grants**

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

1(j) **Charitable Activities**

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

1(k) **Fixed Assets**

Tangible fixed assets.

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements.
For inalienable property acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Individual items acquired since 1st January 2000 have been capitalised in the financial statements and depreciated over their useful economic life.
All expenditure incurred in the year on consecrated or beneficed buildings, individual items costing under £5,000 or on the repair of movable church furnishings acquired before 1st January 2000 is written off.
Freehold land and buildings are valued at original cost less provisions for depreciation.
Renovations to freehold buildings are valued at original cost less provisions for depreciation.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets over their expected useful lives.
The rates generally applicable are :-

Freehold land and buildings	1% per annum on a reducing balance basis.
Renovations to freehold buildings	2% per annum on a reducing balance basis.

Investments :

Investments are valued at market value at 31st December.

2 INCOME AND ENDOWMENTS

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2023 £	FUNDS 2022 £
2(a)	Donations and legacies					
	Planned giving	40,876	3,681	0	44,557	44,176
	Collections (open plate)	6,219	1,172	0	7,391	7,922
	Donations	2,972	6,615	0	9,587	35,034
	Gift aid tax claimed	11,701	1,764	0	13,465	19,551
	Grants received	2,142	3,809	0	5,951	2,300
	Legacies	0	0	0	0	20,000
		63,910	17,041	0	80,951	128,983
2(b)	Charitable activities					
	Parochial Fees income	3,449	0	0	3,449	4,006
		3,449	0	0	3,449	4,006

2(c)	Other trading activities					
	Fundraising income	227	11,692	0	11,919	9,741
	Hall income	15,485	0	0	15,485	12,271
		15,712	11,692	0	27,404	22,012
2(d)	Investments					
	Dividends and interest received	2,226	562	0	2,788	2,303
		2,226	562	0	2,788	2,303
	TOTAL	85,297	29,295	0	114,592	157,304

3 EXPENDITURE

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**TOTAL** 2023 £	**FUNDS** 2022 £
3(a)	Raising funds					
	Fundraising costs	2,506	4,207	0	6,713	1,832
		2,506	4,207	0	6,713	1,832
3(b)	Charitable activities					
	Missionary and charitable giving	1,136	2,156	0	3,292	4,607
	Ministry costs :					
	Diocesan Parish Contribution	51,186	0	0	51,186	49,157
	Other ministry costs	5,010	0	0	5,010	5,221
	Church running expenses	7,133	3,257	0	10,390	9,657
	Church & hall - Major repairs & fabric costs	0	46,703	0	46,703	5,950
	Upkeep of services	829	607	0	1,436	1,110
	Youth work, training and mission	1,648	1,000	0	2,648	2,464
	Parish magazine	0	6,107	0	6,107	6,137
	Church hall running costs	11,160	0	0	11,160	10,868
	Support costs	861	0	0	861	1,688
	Administrative costs	4,015	135	0	4,150	3,966
	Depreciation	0	0	945	945	959
		82,978	59,965	945	143,888	101,784
	TOTAL	85,484	64,172	945	150,601	103,616

4 STAFF COSTS

The PCC had no employees during the year.

5 INDEPENDENT EXAMINATION FEES

The Independent Examiner has not charged a fee for his work.

6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**TOTAL** £
Fixed assets	56,100	22,811	80,630	159,541
Current assets	21,777	31,091	0	52,868
Current liabilities	(3,372)	(1,541)	0	(4,913)
Fund Balances	74,505	52,361	80,630	207,496

7 FIXED ASSET INVESTMENTS

	Market Value at 1st January 2023	Additions	Disposals	Gains/ (losses)	Market Value at 31st December 2023
	£	£	£	£	£
Church of England CBF Investment Fund :					
538 income shares (see note below)	11,115	0	0	1,046	12,161
Church of England CBF Global Equity Fund :					
25306.82 income shares	66,645	0	0	9,933	76,578
	77,760	0	0	10,979	88,739

Note - the 538 shares are held specifically for the Bridgeman Churchyard Trust Fund.

8 TANGIBLE FIXED ASSETS

	Freehold land and buildings	Building renovations	**TOTAL**
	£	£	£
Cost :			
At 1st January 2023	69,681	44,927	114,608
Additions	0	0	0
Disposals	0	0	0
At 31st December 2023	69,681	44,927	114,608
Depreciation :			
At 1st January 2023	20,691	22,170	42,861
Charge for the year	490	455	945
Disposals	0	0	0
At 31st December 2023	21,181	22,625	43,806
Net book amounts			
At 31st December 2023	48,500	22,302	70,802
At 31st December 2022	*48,990*	*22,757*	*71,747*

The freehold land and buildings comprise the Martindale Centre, the legal estate of which is vested in the Chichester Diocesan Fund and Board of Finance (Incorporated) as Custodian Trustee for the Horsted Keynes PCC in accordance with the provisions of the Parochial Church Councils (Powers) Measure, 1956.

9 DEBTORS

	2023	2022
	£	£
Recoverable Gift Aid	2,082	3,491
Other sundry debtors	518	1,041
	2,600	4,532

10 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Creditors for goods and services	4,663	2,394
Deferred income	250	2,002
	4,913	4,396

11 UNRESTRICTED FUNDS

	Balance at 1st. January 2023	Movements in Resources				Balance at 31st December 2023
		Incoming	Outgoing	Transfers	Gains	
	£	£	£	£	£	£
General Fund	50,759	84,754	85,484	0	4,432	54,461
Designated Fabric Fund	16,656	543	0	0	2,845	20,044
	67,415	85,297	85,484	0	7,277	74,505

12 RESTRICTED FUNDS

	Balance at 1st. January 2023	Movements in Resources				Balance at 31st December 2023
		Incoming	Outgoing	Transfers	Gains	
	£	£	£	£	£	£
Building Repairs and Fabric Fund	9,207	1,858	5,744	0	79	5,400
Charitable Collections Fund	0	2,156	2,156	0	0	0
Faith in Action Fund	0	0	0	0	0	0
P&P Magazine Fund (i)	0	6,469	6,107	0	0	362
Martindale Centre Income Fund (ii)	2,333	0	0	0	0	2,333
Building Appeal - 2004 Fund (iii)	1,222	1,039	203	0	81	2,139
Restricted Gifts Fund	696	1,165	1,861	0	0	0
Friends of Horsted Keynes Church (iv)	44,280	16,608	23,686	0	2,496	39,698
Restricted Martindale Centre Refurbishment Fund (v)	182	0	0	0	0	182
St Giles North Annex Appeal Fund (vi)	26,662	0	24,415	0	0	2,247
	84,582	29,295	64,172	0	2,656	52,361

(i) The P&P Magazine Fund receives donations and grants specifically for the production of the parish magazine.
(ii) The balance on the Martindale Centre Income Fund represents the cost of some of the historical building renovations.
(iii) This fund was opened with donations from the Village Appeal in 2004 for repairs to the fabric of the church. Monthly donations have continued to flow into the fund during the year.
(iv) This restricted fund was launched in September 2011 specifically for the maintenance of the fabric of St. Giles Church and churchyard in Horsted Keynes.
(v) This fund was re-opened in 2019 to receive restricted income towards the cost of refurbishing/upgrading the heating system in the Martindale Centre. Most of the costs of refurbishing/upgrading the heating system were charged to the fund in 2019, leaving a small balance to carry forward.
(vi) This appeal fund was opened in March 2016 to fund the planning and construction of an annex to the north of the St Giles church building.

13 ENDOWMENT FUNDS

	Balance at 1st. January 2023	Movements in Resources			Gains/ (losses)	Balance at 31st December 2023
		Incoming	Outgoing	Transfers		
	£	£	£	£	£	£
Martindale Centre :						
Capital Endowment Fund	69,413	0	945	0	0	68,468
Bridgeman Trust Churchyard Fund	11,116	0	0	0	1,046	12,162
	80,529	0	945	0	1,046	80,630

14 PRIOR YEAR STATEMENT OF FINANCIAL ACTIVITIES COMPARATIVE FIGURES FOR THIS YEAR

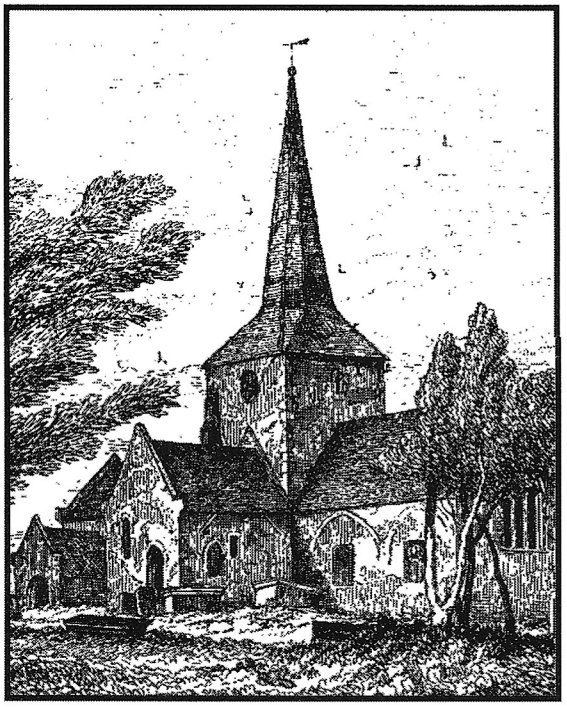
STATEMENT OF FINANCIAL ACTIVITIES
For the Year ended 31st December 2022

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2022	2021
		£	£	£	£	£
Income and endowments from:						
Donations and legacies	2(a)	69,606	59,377	0	128,983	87,684
Charitable activities	2(b)	4,006	0	0	4,006	5,617
Other trading activities	2(c)	12,746	9,266	0	22,012	11,876
Investments	2(d)	1,802	501	0	2,303	2,203
TOTAL		88,160	69,144	0	157,304	107,380
Expenditure on:						
Raising funds	3(a)	749	1,083	0	1,832	1,057
Charitable activities	3(b)	82,886	17,939	959	101,784	112,900
TOTAL		83,635	19,022	959	103,616	113,957
Net gains/(losses) on investments	7	(7,183)	(2,909)	(1,483)	(11,575)	11,569
NET INCOME/(EXPENDITURE)		(2,658)	47,213	(2,442)	42,113	4,992
Transfers between funds		0	0	0	0	0
NET MOVEMENT IN FUNDS		(2,658)	47,213	(2,442)	42,113	4,992
Reconciliation of Funds						
Fund Balances brought forward at 1st January 2022		70,073	37,369	82,971	190,413	185,421
BALANCES CARRIED FORWARD AT 31st DECEMBER 2022		67,415	84,582	80,529	232,526	190,413

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, HORSTED KEY

England & Wales - Charity number 1154482

Accounts



ST GILES CHURCH

HORSTED KEYNES

ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL
for the year ended 31st December 2022

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RECTOR

The Reverend David Murdoch
The address of the rectory is :-
The Rectory, Station Road, Horsted Keynes,
HAYWARDS HEATH, RH17 7ED.

PRIMARY BANKERS

The PCC banks primarily with :-
CAF BANK Limited
Kings Hill, West Malling, Kent, ME19 4TA.

INDEPENDENT EXAMINER

The independent examiner is :-
Mr A P Peel Cross
The Hermitage, Church Lane, Horsted Keynes
HAYWARDS HEATH, RH17 7AY.

CHARITY COMMISSION REGISTRATION

The Parochial Church Council is a registered charity, No. 1154482.

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1154482

ANNUAL REPORT for 2022

Administrative information

St. Giles Church (Grade I listed) is situated in Church Lane, Horsted Keynes RH17 7AY. It is part of the Diocese of Chichester within the Church of England.

All correspondence should be addressed to HKPCC, The Martindale Centre, Station Road, Horsted Keynes, Haywards Heath, RH17 7ED.

St Giles Church Horsted Keynes is a registered charity number 1154482.

During the year the following served as members of the Parochial Church Council (PCC):

Rector:	Fr David Murdoch (PCC Chairman)	
Churchwardens:	Mrs Barbara Fairweather	(elected April 2022)
	Mr John Whiting	(elected April 2022)
Deanery Synod Representative:	Mrs Heidi Mowforth	(until 2024)
Elected Members:	Miss Judith Bowron	(until 2024)
	Mr Martin Govas (Treasurer)	(until 2024)
	Mr David Lamb	(until 2025)
	Mr Barry Reed	(until 2025)
	Mr Peter Vince	(until 2024)
	Mr John Whiting	(until 2024)
Co-opted Member:	Mrs Marion Lott	(ex-officio, MCMC chair)

The PCC made the following appointments:

PCC minutes secretary	Mrs Marion Lott
Parish Safeguarding Officer	Mr Duffy Parry
Electoral Roll Officer	Mrs Fiona Price

Structure, governance and management

Membership of the PCC is determined under the Church Representation Rules and consists of ex-officio members (Churchwarden(s), the members of the Diocesan and Deanery Synods), the chairman of the Martindale Centre Management Committee (co-opted), and 7 members of the church who are elected at the Annual Parochial Church Meeting (APCM). The PCC Secretary and Treasurer are elected by the PCC.

The PCC is responsible for a wide range of matters affecting the parish and, in their capacity as trustees, members of the PCC are responsible for the stewardship of funds, the appropriate accounting and reporting of parish finances, and compliance with legislation applying to health and safety, disability, and safeguarding children and vulnerable adults.

The PCC joins and unites the work of the Church, its committees, school governors and the Friends of Horsted Keynes Church.

The following committees are responsible for various aspects of the responsibilities and business of the PCC, and report to the PCC:

Standing Committee: is a steering group, which has power to transact the business of the PCC between its meetings.

Finance Committee: oversees the general financial dimension of the work of St. Giles's by monitoring income and expenditure, budgeting and establishing and reviewing appropriate financial controls. The Finance Committee employs the services of Mr Steve Brentnall to give accounting and strategic advice and to prepare the Management and Annual Accounts.

Martindale Centre Management Committee: manages the day to day administration and maintenance of the Martindale Centre.

Fabric Committee: oversees maintenance of the Church building and fabric.

Churchyard Committee: is responsible for the maintenance of the churchyard and safety aspects of the area.

For all the Family Group: an informal group which meets about once a month to plan the next monthly 'For all the Family' Eucharist, and aspires to rekindle a Sunday club.

Friends of Horsted Keynes Church: exists to help, both with funding and in other practical ways, the maintenance, repair, beautification and development of the church building, its possessions and its churchyard.

Health and Safety

The PCC makes provision to consider health and safety issues at every meeting with an eye to overseeing and updating the risk assessment under ongoing scrutiny by church officers across committees who develop systems and procedures to manage the risks in their separate spheres.
Mr John Whiting continued as Health and Safety Officer.

Safeguarding

The Safeguarding Officer reports to the PCC on a regular basis and the PCC makes provision to consider safeguarding issues at every meeting. The PCC has complied with the duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance.

Public Benefit

The PCC acknowledges its requirements to demonstrate clearly that, as a charity aiming to advance religion, it must have charitable purposes or 'aims' that are for the public benefit. Details of how the PCC has achieved this are provided in this report.

Aim and purposes

The PCC works with the Rector to facilitate the worship of Almighty God, growth of the Christian Church and service to others in and beyond the parish in accordance with Jesus' commandment to love our neighbour.

With these key aims in mind, Horsted Keynes PCC has established objectives in its current Mission Action Plan (MAP). *Our vision is "To become better followers of Christ by loving God and loving others".*

Our agreed initiatives to achieve our objectives are split into two groups, the first aimed at becoming better disciples (*You shall love the Lord your God with all your heart, and with all your soul, and with all your mind*), and the second at becoming better servants (*You shall love your neighbour as yourself*).

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1154482

ANNUAL REPORT for 2022 (continued)

Rector's Report

We had two big surprises in the parish. Just before Christmas (2021) the Diocesan Director of Ordinands had rung to ask if I would consider having a Curate. When someone is first ordained, they work with a more experienced priest for three to four years. Just as the Africans say it takes a village to raise a child, so it takes a parish to train a Curate, so this is a responsibility and an honour not only for me, but for us all. Thus, after due preparation, Fr Peter Sutton was ordained Deacon early in July and began his ministry here. He is already proving to be a great asset and blessing. Like many clergy now, Peter is self-supporting, living and working four days a week as an Estate Manager at Warninglid, and coming here for two days.

When a parish is vacant the Bishop may suspend the living. This happened after my predecessor, Canon John Twistleton left, meaning that I was appointed Priest-in-Charge rather than Rector (Incumbent) After five years the suspension has to either lapse or be reimposed. Bishop Martin decided ours would lapse and invited the PCC to consider my being appointed Rector, rather than going through the whole process of finding a new Rector. I am humbled and glad that they agreed, and so, in December, I was inducted and instituted as Rector by Bishop Ruth and Archdeacon Angela. It makes hardly any difference to what I do but gives me greater security of tenure.

Although Covid lockdowns and other restrictions had ended we decided to again hold two Christingles, both in 2021 and 2022. (23rd & 24th December). These and the Midnight and Christmas morning Eucharists were well attended.

In late January I was pleased to attend the welcome service for Fr Raglan Hey-Will as RC Parish Priest of St Paul, Haywards Heath, and that has continued to be a good relationship. On the last Sunday it was a great joy to baptize two children and two adults from the Mitchell family in the village.

In February we said a fond farewell to Fr Michael Maine as Vicar and Rural Dean of Cuckfield. He had been a great support to the parish during the vacancy, to me since my arrival, and to all the Deanery clergy during Covid.

In March the Archbishop of Canterbury visited the Diocese and addressed a gathering of the rural clergy. During Lent we studied a Diocesan course using works of art, and again held Stations of the Cross on Saturday evenings. Weekly prayers began to be held for the building of our church annex. I began to be trained myself in order to train Fr Peter!

In April my 93 year old father's health began to deteriorate and I was very grateful for all the support and prayers you gave me. John Whiting replaced David Lamb as Churchwarden at the APCM and is warmly welcomed and appreciated.

Early in June, church and village united in great celebrations of the record breaking Platinum Jubilee of our late Queen Elizabeth II.

July saw the very sad retirement of Heather as events organizer at Westall House, because of poor health. We had had a good working relationship as regards Communions and other ways of church involvement there. However, she has been replaced by Naomi who is continuing and developing this. In our family, my father died, and our son, Simon, got engaged to his Thai (then) girlfriend Nettie. Again, we were so grateful for parish support in times of both sadness and joy.

September saw the death of our much loved former Queen and accession of King Charles III, her loss marked, among so many ways, by a Book of Condolence and Service in Church. My wife Christine, and Katie Spetch, with helpers, started a term time Friday after School Club (in School) at which children enjoy faith and fun.

In October a number of us attended a Choral Evensong in Chichester Cathedral to see Peter Vince (among others) receive the Order of St Richard, in recognition of his great service to our church over so many years: as three times Churchwarden, cycling pilgrim fundraiser, sacristan, server, to name but a few!

A highlight in November for me was going with our local Ukranian families for a Bluebell steam lights train ride, which the railway very commendably provided free of charge.

December, of course, involved all the usual joy and busyness of Bluebell Carols, School carols, Carols on the Green, Westall Christmas Service and Church Christmas Services.

These are some of the highlights. They are interspersed by the 'usual' – but actually very significant – round of prayer and worship, visiting and meetings, administration, baptisms, marriages and funerals and continuing our very important relationship with St Giles Church of England Voluntary Aided School.

The APCMs are an opportunity to thank people too numerous to mention by name and, as always, I apologise if I leave anyone out: Fr Peter for being such an excellent colleague. Churchwardens, Secretary, Treasurer, PCC members; organist, pianists and choir; servers, sides-people, sacristans and verger; cleaners, churchyard workers and flower arrangers. These and others are so important in caring for the church building and parochial administration. Then there are those – some the same, some different – who do so much in terms of our outreach: headteacher and staff at St Giles' School, P & P Editor, leaders and helpers at First Steps, Friends of HK Church, Friends of our Church School, HKafe, HK Help, Life and Faith Group, Village lunch; all who lead on our bi-monthly church charities. All the folk who simply turn up to be part of our worshiping community. Last but by no means least, my dear wife, Christine, for all her support in so very many ways.

It is a great joy and blessing to serve in such a special village, with a warm and supportive congregation and community, very beautiful church and lovely Rectory. And, as if all that were not enough, to be Chaplain to a steam preservation railway!

May we all continue to love and serve God, each other and all the people of this parish through 'The grace of Our Lord Jesus Christ, the love of God and the fellowship of the Holy Spirit'.

Achievements and Performance

The electoral roll was reviewed. 119 were on the roll at the yearend of whom 20 are not resident within in the parish.

The maximum number attending on any Sunday in October was 68, including 12 children, the average figure being 45. Both these figures include people attending by Zoom. 22 people attended the All Souls Requiem, with 20 taking Communion. Attendance at Services has increased, though not yet back to pre-pandemic levels. The Zoom invitation is sent most Sundays to the majority of those included on the Electoral Roll but there are usually only a few attendees. Home Communion visits have restarted, including to the residents of Westall House. Two Christingle Services were held, led by Father Peter, and were well attended. Pre-booking was not required this year because Covid restrictions had been relaxed.

There were 11 regular P.C.C. meetings throughout the year and 1 extraordinary one to agree to the appointment of Father David Murdoch as Rector of St. Giles. These were all in person, with some taking place in the Martindale Centre and some in the Rectory, in order to reduce heating costs. All sub-Committees met as required, reporting to the P.C.C. and liaising with Father David.

2 children and 2 adults were baptised. There were 2 weddings and 8 funerals.

HKPCC highlights of church life for the benefit of the Community included in 2022:

- Chichester Diocesan Lent Course, 'Comfort ye my people' was followed at two places and times.
- HK -Help continue to provide support to the community, including transport for medical needs, as required, though there is little demand.
- HKafe continues to be held at the Martindale Centre, led by the Youth Worker from All Saints Church Danehill, Josh Watson and catering for secondary school age children.
- First Steps, the baby and toddler group, meets at the Martindale Centre, giving an opportunity for small children and their parents and carers to meet in a safe environment.
- St. Giles Church of England Primary School holds a weekly Collective Worship in church and a termly Eucharist. All services are attended by a significant number of parents and carers. The Junior School Carol Service was held in church and was very well attended.
- Village Lunch is held monthly in the Martindale Centre. Food is cooked by a varied team of volunteers and is enjoyed by a good number of people, from the village and beyond.

The Friends of Horsted Keynes Church (FOHKC) continues to support fund raising to maintain the fabric of the church and the churchyard. This included an Auction of Promises and early in 2023, a very successful production of Aladdin.

The Parish and Parishioner (P&P) editor continues to produce and publish the magazine 10 times a year. Volunteers collate and distribute these to all houses in the village and copies are posted to those requesting them.

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1154482

ANNUAL REPORT for 2022 (continued)

Financial Review

1. The net income in 2022 was £42,113. This figure is shown on page 7 and compares with the 2021 surplus of £4,992.

2. Table 2(a) shows that the value of donations and legacies received was £128,983 (£87,684 in 2021). The principal causes of this substantial increase were the improvement in planned giving of £5,000, a number of donations to the annex project and a legacy gift of £20,000 received by the Friends of the Church.

3. Table 2(c) shows a return to normal levels of Fundraising and Hall (Martindale Centre) income following the lifting of Covid restrictions.

4. Table 3(b) shows that, although as usual six charities were nominated for special collections, giving fell from £6,822 in 2021 to £4,607. Expenditure of £5,950 (£22,087 in 2021) on Major repairs and fabric was low. This was because the quinquennial inspection of the fabric and electrical system completed during the year revealed no major issues requiring immediate attention. The parish was again able to fully cover the contribution requested by the diocese for a half time priest.

5. The Martindale Centre achieved income of £12,271 (£8,941 in 2021) and running costs were £10,868 (£9,171 in 2021). Additional money was spent on strengthening the entrance floors, so the overall surplus was £716.

6. Trustee payments and expenses: the PCC supported the clergy by paying the cost of rectory utilities amounting to £3,883 (2021 = £3,876) plus other annual costs towards travel, telephone, postage and broadband amounting to £1,255 (2021 = £792). These are included in table 3(b). There were no expenses payments to other trustees or persons related to or connected to them.

7. The losses in the values of the fixed asset investments shown in table 7 reverse the gains made in 2021. An additional £5,000 was invested in the Global Equity Fund because the price was at its lowest in October. The early part of 2023 saw a significant recovery of the values. Both funds continued to yield useful dividend income.

8. Table 12 shows that the costs of producing Parish magazine (P&P) were matched by the income. Unusually a transfer was needed from the General Fund to achieve this result.

9. The Friends of Horsted Keynes Church had a good year by raising £13,747 on top of the legacy gift of £20,000 mentioned above. Expenditure of £6,627 included supporting maintenance of the churchyard and the annex project.

10. Overall, the PCC's financial results for 2022 were satisfactory. The significant improvement in the value of unrestricted planned giving to the General Fund is particularly welcome. It now needs to at least keep in step with inflationary increases in costs.

Reserves Policy

A review of the reserves policy and risk register was undertaken during the year which resulted in no significant change. An unrestricted General Fund reserve of £25,000, approximately 3 months of overall expenditure on everyday activities, is needed as a contingency against unforeseen situations. On 31 December 2022 the balance was £50,759.

A total of £27,085 was held in the Unrestricted and Restricted Fabric Funds at the year-end which, with the usual help from the Friends, should be sufficient to carry out the work expected on the fabric of the church over the next few years.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Reverend David Murdoch.

Chairman .....

Date 02 Mar 2023

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
Horsted Keynes Parochial Church Council [Registered Charity No. 1154482]

I report on the accounts of Horsted Keynes PCC for the year ended 31st December 2022 which are set out on pages 7 to 14.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.
Having satisfied myself that the church is eligible for independent examination, it is my responsibility to :-

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 the 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 you as 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 material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, or
- the accounts do not accord with the accounting records, or
- the accounts did 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 come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed by :-
Mr A Peel Cross
The Hermitage, Church Lane
Horsted Keynes
Haywards Heath
RH17 7AY

Signature: A Peel Cross

Date: 24th March 2023

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES
For the Year ended 31st December 2022

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2022 £	2021 £
Income and endowments from:						
Donations and legacies	2(a)	69,606	59,377	0	128,983	87,684
Charitable activities	2(b)	4,006	0	0	4,006	5,617
Other trading activities	2(c)	12,746	9,266	0	22,012	11,876
Investments	2(d)	1,802	501	0	2,303	2,203
TOTAL		88,160	69,144	0	157,304	107,380
Expenditure on:						
Raising funds	3(a)	749	1,083	0	1,832	1,057
Charitable activities	3(b)	82,886	17,939	959	101,784	112,900
TOTAL		83,635	19,022	959	103,616	113,957
Net gains/(losses) on investments	7	(7,183)	(2,909)	(1,483)	(11,575)	11,569
NET INCOME/(EXPENDITURE)		(2,658)	47,213	(2,442)	42,113	4,992
Transfers between funds		0	0	0	0	0
NET MOVEMENT IN FUNDS		(2,658)	47,213	(2,442)	42,113	4,992
Reconciliation of Funds						
Fund Balances brought forward at 1st January 2022		70,073	37,369	82,971	190,413	185,421
BALANCES CARRIED FORWARD AT 31st DECEMBER 2022		67,415	84,582	80,529	232,526	190,413

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AS AT 31st DECEMBER 2022

	Note	2022 £	2021 £
FIXED ASSETS			
Tangible fixed assets	8	71,747	72,706
Investment assets	7	77,760	84,335
CURRENT ASSETS			
Debtors	9	4,532	2,532
Short term deposits		15,780	15,579
Cash at bank and in hand		67,103	17,863
		87,415	35,974
LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR	10	4,396	2,602
NET CURRENT ASSETS		83,019	33,372
TOTAL ASSETS LESS CURRENT LIABILITIES		232,526	190,413
NET ASSETS		232,526	190,413
FUNDS			
Unrestricted	11	67,415	70,073
Restricted	12	84,582	37,369
Endowment	13	80,529	82,971
TOTAL CHARITY FUNDS		232,526	190,413

This Financial Report for the year ended 31st December 2022, including the notes following, was approved by the Parochial Church Council on 2nd March 2023 and signed on its behalf by :-

..... *Reverend David Murdoch* (Chairman)

..... *Martin Govas* (Treasurer)

The notes on pages 9 to 14 form part of these accounts.

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
For the Year ended 31st December 2022

1 ACCOUNTING POLICIES

1(a) **Basis of Preparation**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (FRS 102)). The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all the transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

1(b) **Funds**

Funds held by the PCC are :-

Unrestricted funds - general funds that can be used for PCC ordinary purposes.

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - (a) income from trusts or endowments that may be expended only on those restricted objects provided in the terms of the trust or bequest, and (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 each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Endowment funds - funds the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. The PCC may have the power to convert certain endowment funds into expendable income; such funds are known as expendable endowments.

1(c) **Income and Endowments**

All income and endowments, accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

1(d) **Donations and Legacies**

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC.

1(e) **Charitable Activities, Trading Activities and all Other Income**

Statutory fees for weddings and funerals are recognised when the office occurs.

Trading activities are where income is receivable in return for selling goods or providing services and is recognised when received.

1(f) **Investment Income**

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

1(g) **Gains and Losses on Investments**

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31st December.

1(h) **Expenditure**

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably.

1(i) **Grants**

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

1(j) **Charitable Activities**

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

1(k) **Fixed Assets**

Tangible fixed assets.

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements.

For inalienable property acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Individual items acquired since 1st January 2000 have been capitalised in the financial statements and depreciated over their useful economic life.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items costing under £5,000 or on the repair of movable church furnishings acquired before 1st January 2000 is written off.

Freehold land and buildings are valued at original cost less provisions for depreciation.

Renovations to freehold buildings are valued at original cost less provisions for depreciation.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets over their expected useful lives.

The rates generally applicable are :-

Freehold land and buildings	1% per annum on a reducing balance basis.
Renovations to freehold buildings	2% per annum on a reducing balance basis.

Investments :

Investments are valued at market value at 31st December.

2 INCOME AND ENDOWMENTS

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2022 £	2021 £
2(a)	Donations and legacies					
	Planned giving	40,150	4,026	0	44,176	39,734
	Collections (open plate)	6,661	1,261	0	7,922	6,966
	Donations	9,195	25,839	0	35,034	12,339
	Gift aid tax claimed	12,850	6,701	0	19,551	12,321
	Grants received	750	1,550	0	2,300	15,324
	Legacies	0	20,000	0	20,000	1,000
		69,606	59,377	0	128,983	87,684
2(b)	Charitable activities					
	Parochial Fees income	4,006	0	0	4,006	5,617
		4,006	0	0	4,006	5,617

2(c)	Other trading activities					
	Fundraising income	475	9,266	0	9,741	2,935
	Hall income	12,271	0	0	12,271	8,941
		12,746	9,266	0	22,012	11,876
2(d)	Investments					
	Dividends and interest received	1,802	501	0	2,303	2,203
		1,802	501	0	2,303	2,203
	TOTAL	88,160	69,144	0	157,304	107,380

3 EXPENDITURE

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**TOTAL** 2022 £	**FUNDS** 2021 £
3(a)	Raising funds					
	Fundraising costs	749	1,083	0	1,832	1,057
		749	1,083	0	1,832	1,057
3(b)	Charitable activities					
	Missionary and charitable giving	2,226	2,381	0	4,607	6,822
	Ministry costs :					
	Diocesan Parish Contribution	49,157	0	0	49,157	46,807
	Other ministry costs	5,221	0	0	5,221	4,731
	Church running expenses	6,832	2,825	0	9,657	8,396
	Church & hall - Major repairs & fabric costs	0	5,950	0	5,950	22,807
	Upkeep of services	780	330	0	1,110	762
	Youth work, training and mission	1,964	500	0	2,464	1,611
	Parish magazine	592	5,545	0	6,137	5,773
	Church hall running costs	10,868	0	0	10,868	9,171
	Support costs	1,443	245	0	1,688	1,414
	Administrative costs	3,803	163	0	3,966	3,633
	Depreciation	0	0	959	959	973
		82,886	17,939	959	101,784	112,900
	TOTAL	83,635	19,022	959	103,616	113,957

4 STAFF COSTS

The PCC had no employees during the year.

5 INDEPENDENT EXAMINATION FEES

The Independent Examiner has not charged a fee for his work.

6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**TOTAL** £
Fixed assets	48,823	20,155	80,529	149,507
Current assets	21,323	66,092	0	87,415
Current liabilities	(2,731)	(1,665)	0	(4,396)
Fund Balances	67,415	84,582	80,529	232,526

7 FIXED ASSET INVESTMENTS

	Market Value at 1st January 2022	Additions	Disposals	Gains/ (losses)	Market Value at 31st December 2022
	£	£	£	£	£
Church of England CBF Investment Fund :					
538 income shares (see note below)	12,598	0	0	(1,483)	11,115
Church of England CBF Global Equity Fund :					
25306.82 income shares	71,737	5,000	0	(10,092)	66,645
	84,335	5,000	0	(11,575)	77,760

Note - the 538 shares are held specifically for the Bridgeman Churchyard Trust Fund.

8 TANGIBLE FIXED ASSETS

	Freehold land and buildings	Building renovations	TOTAL
	£	£	£
Cost :			
At 1st January 2022	69,681	44,927	114,608
Additions	0	0	0
Disposals	0	0	0
At 31st December 2022	69,681	44,927	114,608
Depreciation :			
At 1st January 2022	20,196	21,706	41,902
Charge for the year	495	464	959
Disposals	0	0	0
At 31st December 2022	20,691	22,170	42,861
Net book amounts			
At 31st December 2022	48,990	22,757	71,747
At 31st December 2021	*49,485*	*23,221*	*72,706*

The freehold land and buildings comprise the Martindale Centre, the legal estate of which is vested in the Chichester Diocesan Fund and Board of Finance (Incorporated) as Custodian Trustee for the Horsted Keynes PCC in accordance with the provisions of the Parochial Church Councils (Powers) Measure, 1956.

9 DEBTORS

	2022	2021
	£	£
Recoverable Gift Aid	3,491	2,404
Other sundry debtors	1,041	128
	4,532	2,532

10 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Creditors for goods and services	2,394	2,602
Deferred income	2,002	0
	4,396	2,602

11 UNRESTRICTED FUNDS

	Balance at 1st. January 2022	Movements in Resources				Balance at 31st December 2022
		Incoming	Outgoing	Transfers	Gains	
	£	£	£	£	£	£
General Fund	53,328	87,633	83,635	(2,500)	(4,067)	50,759
Designated Fabric Fund	16,745	527	0	2,500	(3,116)	16,656
	70,073	88,160	83,635	0	(7,183)	67,415

12 RESTRICTED FUNDS

	Balance at 1st. January 2022	Movements in Resources				Balance at 31st December 2022
		Incoming	Outgoing	Transfers	Gains	
	£	£	£	£	£	£
Building Repairs and Fabric Fund	10,231	923	1,860	0	(87)	9,207
Charitable Collections Fund	68	2,312	2,380	0	0	0
Faith in Action Fund	0	0	0	0	0	0
P&P Magazine Fund (i)	153	5,497	5,650	0	0	0
Martindale Centre Income Fund (ii)	2,333	0	0	0	0	2,333
Building Appeal - 2004 Fund (iii)	1,663	840	1,193	0	(88)	1,222
Restricted Gifts Fund	976	775	1,055	0	0	696
Friends of Horsted Keynes Church (iv)	19,894	33,747	6,627	0	(2,734)	44,280
Restricted Martindale Centre Refurbishment Fund (v)	182	0	0	0	0	182
St Giles North Annex Appeal Fund (vi)	1,869	25,050	257	0	0	26,662
	37,369	69,144	19,022	0	(2,909)	84,582

(i) The P&P Magazine Fund receives donations and grants specifically for the production of the parish magazine.
(ii) The balance on the Martindale Centre Income Fund represents the cost of some of the historical building renovations.
(iii) This fund was opened with donations from the Village Appeal in 2004 for repairs to the fabric of the church. Monthly donations have continued to flow into the fund during the year.
(iv) This restricted fund was launched in September 2011 specifically for the maintenance of the fabric of St. Giles Church and churchyard in Horsted Keynes.
(v) This fund was re-opened in 2019 to receive restricted income towards the cost of refurbishing/upgrading the heating system in the Martindale Centre. Most of the costs of refurbishing/upgrading the heating system were charged to the fund in 2019, leaving a small balance to carry forward.
(vi) This appeal fund was opened in March 2016 to fund the planning and construction of an annex to the north of the St Giles church building.

13 ENDOWMENT FUNDS

	Balance at 1st. January 2022	Movements in Resources			Gains/ (losses)	Balance at 31st December 2022
		Incoming	Outgoing	Transfers		
	£	£	£	£	£	£
Martindale Centre :						
Capital Endowment Fund	70,372	0	959	0	0	69,413
Bridgeman Trust Churchyard Fund	12,599	0	0	0	(1,483)	11,116
	82,971	0	959	0	(1,483)	80,529

14 PRIOR YEAR STATEMENT OF FINANCIAL ACTIVITIES COMPARATIVE FIGURES FOR THIS YEAR

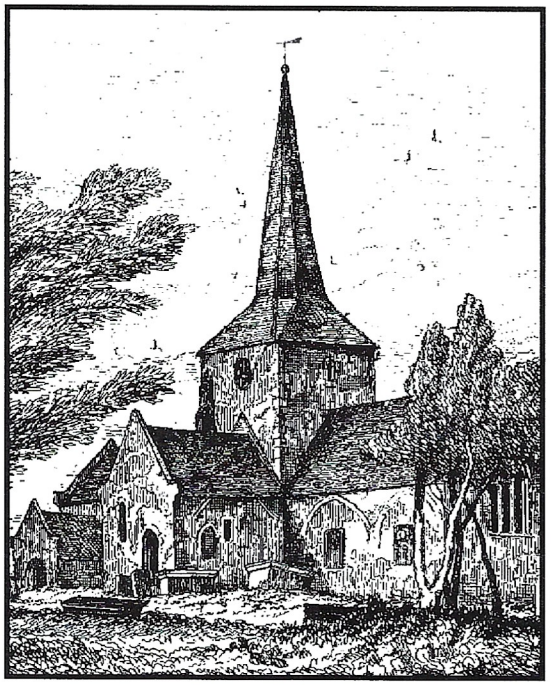
STATEMENT OF FINANCIAL ACTIVITIES
For the Year ended 31st December 2021

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
Income and endowments from:						
Donations and legacies	2(a)	57,336	30,348	0	87,684	122,962
Charitable activities	2(b)	5,617	0	0	5,617	3,422
Other trading activities	2(c)	10,066	1,810	0	11,876	7,288
Investments	2(d)	1,696	507	0	2,203	2,174
Other	2(e)	0	0	0	0	13,090
TOTAL		74,715	32,665	0	107,380	148,936
Expenditure on:						
Raising funds	3(a)	900	157	0	1,057	36
Charitable activities	3(b)	79,594	32,333	973	112,900	161,081
TOTAL		80,494	32,490	973	113,957	161,117
Net gains/(losses) on investments	7	7,104	2,888	1,577	11,569	10,584
NET INCOME/(EXPENDITURE)		1,325	3,063	604	4,992	(1,597)
Transfers between funds		0	0	0	0	0
NET MOVEMENT IN FUNDS		1,325	3,063	604	4,992	(1,597)
Reconciliation of Funds						
Fund Balances brought forward at 1st January 2021		68,748	34,306	82,367	185,421	187,018
BALANCES CARRIED FORWARD AT 31st DECEMBER 2021		70,073	37,369	82,971	190,413	185,421

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, HORSTED KEY

England & Wales - Charity number 1154482

Accounts



ST GILES CHURCH

HORSTED KEYNES

ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL
for the year ended 31st December 2021

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THE PRIEST IN CHARGE

The Reverend David Murdoch
The address of the rectory is :-
The Rectory, Station Road, Horsted Keynes,
HAYWARDS HEATH, RH17 7ED.

PRIMARY BANKERS

The PCC banks primarily with :-
CAF BANK Limited
Kings Hill, West Malling, Kent, ME19 4TA.

INDEPENDENT EXAMINER

The independent examiner is :-
Mr A P Peel Cross
The Hermitage, Church Lane, Horsted Keynes
HAYWARDS HEATH, RH17 7AY.

CHARITY COMMISSION REGISTRATION

The Parochial Church Council is a registered charity, No. 1154482.

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1154482

ANNUAL REPORT for 2021

Administrative information

St. Giles Church (Grade I listed) is situated in Church Lane, Horsted Keynes RH17 7AY. It is part of the Diocese of Chichester within the Church of England.

All correspondence should be addressed to HKPCC, The Martindale Centre, Station Road, Horsted Keynes, Haywards Heath RH17 7ED.

St Giles Church Horsted Keynes is a registered charity number 1154482.

During the year the following served as members of the Parochial Church Council (PCC):

Priest-in-Charge:	Fr David Murdoch (PCC Chairman)	
Churchwardens:	Mr David Lamb (PCC Deputy Chairman (elected April 2021)) (Has served as churchwarden since July 2013)	
	Mrs Barbara Fairweather (elected April 2021)	
Deanery Synod Representatives:	Mrs Heidi Mowforth	(until 2024)
	Mrs Chris Wheatley	(until 2024)
Elected Members:	Miss Judith Bowron	(until 2024)
	Mrs Barbara Fairweather	(until 2022)
	Mr Martin Govas (Treasurer)	(until 2024)
	Mrs Nicola Hickey	(until 2024)
	Mr Peter Vince	(until 2024)
	Mr John Whiting	(until 2024)
	Mr Adrian Woods	(until April 2021)
Co-opted Member:	Mrs Marion Lott	(ex-officio, MCMC chair)

The PCC made the following appointments:

PCC minutes secretary	Mrs Marion Lott
Parish Safeguarding Officer	Mr Geri Silverstone
Electoral Roll Officer	Mrs Fiona Price

Structure, governance and management

Membership of the PCC is determined under the Church Representation Rules and consists of ex-officio members (Churchwarden(s), the members of the Diocesan and Deanery Synods), the chairman of the Martindale Centre Management Committee (co-opted), and 7 members of the church who are elected at the Annual Parochial Church Meeting (APCM). The PCC Secretary and Treasurer are elected by the PCC.

The PCC is responsible for a wide range of matters affecting the parish and, in their capacity as trustees, members of the PCC are responsible for the stewardship of funds, the appropriate accounting and reporting of parish finances, and compliance with legislation applying to health and safety, disability, and safeguarding children and vulnerable adults.

The PCC joins and unites the work of the Church, its committees, school governors and the Friends of Horsted Keynes Church

ANNUAL REPORT for 2021 (continued)

The following committees are responsible for various aspects of the responsibilities and business of the PCC, and report to the PCC:

Standing Committee: is a steering group, which has power to transact the business of the PCC between its meetings.

Finance Committee: oversees the general financial dimension of the work of St. Giles's by monitoring income and expenditure, budgeting and establishing and reviewing appropriate financial controls. The Finance Committee employs the services of Mr Steve Brentnall to give accounting and strategic advice and to prepare the Management and Annual Accounts.

Martindale Centre Management Committee: manages the day to day administration and maintenance of the Martindale Centre.

Fabric Committee: oversees maintenance of the Church building and fabric.

Churchyard Committee: is responsible for the maintenance of the churchyard and safety aspects of the area.

For all the Family Group: an informal group which meets about once a month to plan the next monthly 'For all the Family' Eucharist, and aspires to rekindle a Sunday club.

Friends of Horsted Keynes Church: exists to help, both with funding and in other practical ways, the maintenance, repair, beautification and development of the church building, its possessions and its churchyard.

Health and Safety

The PCC makes provision to consider health and safety issues at every meeting with an eye to overseeing and updating the risk assessment under ongoing scrutiny by church officers across committees who develop systems and procedures to manage the risks in their separate spheres.
Mr John Whiting continued as Health and Safety Officer.

Safeguarding

The Safeguarding Officer reports to the PCC on a regular basis and the PCC makes provision to consider safeguarding issues at every meeting. The PCC has complied with the duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance.

Public Benefit

The PCC acknowledges its requirements to demonstrate clearly that, as a charity aiming to advance religion, it must have charitable purposes or 'aims' that are for the public benefit. Details of how the PCC has achieved this are provided in this report.

Aim and purposes

The PCC works with the parish priest to facilitate the worship of Almighty God, growth of the Christian Church and service to others in and beyond the parish in accordance with Jesus' commandment to love our neighbour.

With these key aims in mind, Horsted Keynes PCC has established objectives in its current Mission Action Plan (MAP). *Our vision is "To become better followers of Christ by loving God and loving others".*

Our agreed initiatives to achieve our objectives are split into two groups, the first aimed at becoming better disciples (*You shall love the Lord your God with all your heart, and with all your soul, and with all your mind*), and the second at becoming better servants (*You shall love your neighbour as yourself*).

Parish Priest's Report 2021

As the year started, we were in another lockdown, but this time allowed to hold public services. The 8 o'clock congregation all continued to come, whereas the 10 o'clock one was quite sparse at first, but grew gradually as the situation eased and vaccines became available. David Lamb continued to do sterling work on streaming the 10am Eucharist. By the end of the year, we were back to about two thirds previous attendance at the 10 o'clock and I hope and pray others will feel confident to return as the Covid situation continues to ease.

In the early part of the year the steeplejacks were working on the church spire, attracting much interest and prayers for their safety.

During Lent we used Radio 4 talks based upon John Barton's 'History of the Bible' for our zoomed Lent courses. This proved interesting and stimulating and attracted a few different people. It was a great joy to keep Holy Week and Easter with a congregation, having had just me and Christine in my first year here.

May brought a Christian Aid Week which several people put a lot of work into, with outstanding results. In June we began to emerge from Lockdown and rejoiced greatly when we could all sing again.

In July Bishop Martin came to lead and preach at a Celebratory Eucharist for the completion of our roof and spire repairs, and we were able to be outside in the hot sun. This followed a joyful 'topping off' ceremony, watched by many from the churchyard, and children in the school playground.

We had six weddings this year, some having been postponed from the year before.

The Autumn brought our postponed Stewardship Campaign. Again, the steering group worked extremely hard to produce a very professional campaign with leaflets, letters, two sermons, including from our Diocesan Giving Advisor, tea towels which are still selling well, and a truly memorable concert by pupils from the school where Nicky Hickey teaches music. Results were encouraging, but we must still be mindful of the need for committed, regular, generous giving, as well as fundraising, to meet shortfalls in our General Fund.

At Christmas we planned carefully to make special services Covid friendly. We held two Christingles to encourage social distancing, and reluctantly ticketed them. This was a great success, Christmas Eve being sold out and 23rd December more than half sold. Bethlehem Midnight and Christmas morning Eucharists were both also well attended.

Across the Summer and Autumn, the Standing Committee and then PCC were asked, together with other churches across Chichester Diocese, to form a Mission Action Plan. This was partly to gauge from the 'bottom up' how churches might best worship and exercise ministry and mission in the face of possible continuing reductions in the number of clergy available. As I write, the individual parish plans have gone to be collated into a Cuckfield Deanery Plan, then sent to Diocesan level.

Our MAP is:

1: Grow our monthly All Age eucharists and try to start a Children's weekly Sunday club.

2: Keep in better touch with Baptism and Marriage families; invite them to an annual thanksgiving service, using a Diocesan program.

3: Build our church extension, providing kitchen, lavatory and meeting space.

4: Hold a Christian Basics Course, e.g., Emmaus or Pilgrim, and courses to encourage existing church members to deepen their faith.

Annual Parochial Church Meetings are an opportunity to thank people too numerous to mention by name and, as always, I apologise if I leave anyone out: Churchwardens, Secretary, Treasurer, PCC members; organist, pianists and choir; servers, sides-people, sacristans and verger; cleaners, churchyard workers and flower arrangers.

These and others are so important in caring for the church building and parochial administration. Then there are those – some the same, some different – who do so much in terms of our outreach: headteacher and staff at St Giles' School, P & P Editor, leaders and helpers at First Steps, Friends of HK Church, Friends of our Church School, HKafe, HK Help, Life and Faith Group, Village lunch; all who lead on our bi-monthly church charities. Last but by no means least, my dear wife, Christine, for all her support in so very many ways.

I still feel immensely blessed and thankful to be called to serve in a beautiful church with a supportive congregation, in a friendly and active village, and to live in a very special house: the icing on the cake being chaplaincy to the Bluebell Railway!

To help me prepare this report, I looked back through my letters in the parish magazine (P&P). In March I wrote these words, which still seem to sum up something of what I believe we are all about:

How I long for churches everywhere, and for our church here in Horsted Keynes, to grow in our awareness of God's love for us, and to reflect that in making others more aware of God's love for them.

Jesus said, 'Love one another as I have loved you'. John 15.12 – (my emphasis)

Achievements and Performance

The electoral roll was reviewed and totalled 117 parishioners, 13 of whom are not resident within the parish.

The maximum number of people attending on any Sunday in October was 56 including 10 children, the monthly average being 27. Both these figures include people attending by Zoom. 33 adults and 4 children attended the All Souls Requiem service. Attendance in church is still reduced due to worshippers' reluctance to attend in person because of the Covid pandemic but it is usually possible to follow the services on Zoom. Home Communion visits and to the residents at Westall House have still been unable to take place. The Zoom invitation is sent to majority of those included on the Electoral Roll.

Two Christingle Services were held to allow social distancing and were well attended by people who had previously booked via Eventbrite.

There were 11 meetings of the full PCC during the year, some in person and some virtually as required by anti-Covid restrictions. All the sub-Committees met as required, reporting to the P.C.C. and liaising with our Parish Priest.

2 children were baptised, there were 6 weddings and 8 Funerals.

HKPCC highlights of church life for the benefit of the community included in 2021:

- Lent Course following the History of the Bible by John Barton, which had recently been serialised on Radio 4.
- HK -Help continued to provide support to the community throughout the pandemic, providing transport to medical appointments and other needs as required.
- HKafe was held at the Martindale Centre when allowed, led by the Youth Worker from All Saints Church, Danehill and volunteers from the parish, catering for secondary school age children.
- First Steps, the toddler group, met when permitted at the Martindale Centre, giving an opportunity for parents and carers with small children to meet in a safe environment.
- St. Giles School – weekly collective worship in church has not been allowed for most of the year but some smaller groups have managed to meet in church. The Junior School Carol service returned to being held in church and was very well attended.
- Village Lunch was held once in the Martindale Centre and was well attended but sadly restrictions prevented further events.

The Friends of Horsted Keynes Church (FOHKC) were unable to organise their usual programme of events but an Open Gardens Day in the village was well supported. They have continued to provide financial support for repairs to the fabric of the church and churchyard.

The Parish and Parishioner (P&P) editor has continued to produce and publish the magazine 10 times a year. Following the required safety regulations, volunteers have continued to collate and distribute these around the village and beyond.

Financial Review

1. The net income in 2021 was £4,992. This figure is shown on page 7 and compares with the deficit of £1,597 made in 2020. The 2021 surplus includes an investment portfolio unrealised gain of £11,569.

2. Table 2(a) shows that the value of donations and legacies received was £87,684 (£122,962 in 2020). The 2020 figure was exceptionally high as it included large one-off contributions towards the repairs to nave ceiling and spire needed after the storm on 09/02/2020. The work was completed at the beginning of 2021. The Listed Places of Worship Grant Scheme contributed £10,427 towards the expense and this is included in the Grants received line, Restricted Funds column, figure of £13,462. The level of planned giving was steady despite the loss of two contributors during the year. A stewardship campaign was held in October focussed on Planned Giving. This has had some success in 2021 and it is hoped that the income from Planned Giving will increase significantly in 2022.

3. Table 2(c) shows an improvement in Fundraising and Hall (Martindale Centre) income. This was made possible by the partial lifting of Covid restrictions.

4. Table 3(b) records expenditure of £22,807 (£73,957 in 2020) on Major repairs and fabric. This was mainly incurred on the spire. In addition, the vestry outer door was restored. The parish was again able to fully cover the contribution requested by the diocese for a half time priest.

5. The Martindale Centre was available for hire during much of the year, but continuing Covid restrictions again limited the income. £8,941 was received (£6,452 in 2020). The running costs at £9,171 were £1,000 higher than in 2020. £500 had to be spent on repairing damage caused by vandals.

6. Trustee payments and expenses: the PCC supported the clergy by paying the cost of rectory utilities amounting to £3,876 (2020 = £3,872) plus other annual costs towards travel, telephone, postage and broadband amounting to £792 (2020 = £715). These are included in table 3(b). There were no expenses payments to other trustees or persons related to or connected to them.

7. Table 12 shows that the costs of producing Parish magazine (P&P) were closely matched by the income received. The restricted fund at the year-end stood at a modest £153.

8. The ability of the Friends of Horsted Keynes Church to run fund raising activities was again very limited because of Covid legislation. Nevertheless, an income of £7,614 was achieved. £16,421 was spent mainly on the repairs to the spire.

9. Overall, the PCC's financial results for 2021 were satisfactory. The main day to day challenge is restoring the real value of unrestricted planned giving to the General Fund, that is to at least £39,250 (£35,138 in 2021).

Reserves Policy

A review of the reserves policy and risk register was undertaken during the year which resulted in no change. An unrestricted General Fund reserve of £25,000, approximately 3 months of overall expenditure on everyday activities, is needed as a contingency against unforeseen situations. On 31 December 2021 the balance was £53,328.

A total of £28,639 was held in the Unrestricted and Restricted Fabric Funds at the year-end. Our grade 1 listed church is due a quinquennial inspection in 2022 and no doubt the money will be needed to carry work arising from this.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Reverend David Murdoch.

Chairman .....

Date 07 April 2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
Horsted Keynes Parochial Church Council [Registered Charity No. 1154482]

I report on the accounts of Horsted Keynes PCC for the year ended 31st December 2021 which are set out on pages 7 to 14.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.
Having satisfied myself that the church is eligible for independent examination, it is my responsibility to :-

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 the 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 you as 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 material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, or
- the accounts do not accord with the accounting records, or
- the accounts did 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 come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed by :-
Mr A Peel Cross
The Hermitage, Church Lane
Horsted Keynes
Haywards Heath
RH17 7AY

Signature: .....

Date: 9 April 2022

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES
For the Year ended 31st December 2021

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2021	2020
		£	£	£	£	£
Income and endowments from:						
Donations and legacies	2(a)	57,336	30,348	0	87,684	122,962
Charitable activities	2(b)	5,617	0	0	5,617	3,422
Other trading activities	2(c)	10,066	1,810	0	11,876	7,288
Investments	2(d)	1,696	507	0	2,203	2,174
Other	2(e)	0	0	0	0	13,090
TOTAL		74,715	32,665	0	107,380	148,936
Expenditure on:						
Raising funds	3(a)	900	157	0	1,057	36
Charitable activities	3(b)	79,594	32,333	973	112,900	161,081
TOTAL		80,494	32,490	973	113,957	161,117
Net gains/(losses) on investments	7	7,104	2,888	1,577	11,569	10,584
NET INCOME/(EXPENDITURE)		1,325	3,063	604	4,992	(1,597)
Transfers between funds		0	0	0	0	0
NET MOVEMENT IN FUNDS		1,325	3,063	604	4,992	(1,597)
Reconciliation of Funds						
Fund Balances brought forward at 1st January 2021		68,748	34,306	82,367	185,421	187,018
BALANCES CARRIED FORWARD AT 31st DECEMBER 2021		70,073	37,369	82,971	190,413	185,421

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AS AT 31st DECEMBER 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	8	72,706	73,679
Investment assets	7	84,335	72,766
CURRENT ASSETS			
Debtors	9	2,532	1,772
Short term deposits		15,579	15,413
Cash at bank and in hand		17,863	42,038
		35,974	59,223
LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR	10	2,602	20,247
NET CURRENT ASSETS		33,372	38,976
TOTAL ASSETS LESS CURRENT LIABILITIES		190,413	185,421
NET ASSETS		190,413	185,421
FUNDS			
Unrestricted	11	70,073	68,748
Restricted	12	37,369	34,306
Endowment	13	82,971	82,367
TOTAL CHARITY FUNDS		190,413	185,421

This Financial Report for the year ended 31st December 2021, including the notes following, was approved by the Parochial Church Council on 07 April 2022 and signed on its behalf by :-

David Murdoch ..... *Reverend David Murdoch* (Chairman)

Martin Govas ..... *Martin Govas* (Treasurer)

The notes on pages 9 to 14 form part of these accounts.

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
For the Year ended 31st December 2021

1 ACCOUNTING POLICIES

1(a) **Basis of Preparation**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (FRS 102)). The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all the transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

1(b) **Funds**

Funds held by the PCC are :-

Unrestricted funds - general funds that can be used for PCC ordinary purposes.

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - (a) income from trusts or endowments that may be expended only on those restricted objects provided in the terms of the trust or bequest, and (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 each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Endowment funds - funds the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. The PCC may have the power to convert certain endowment funds into expendable income; such funds are known as expendable endowments.

1(c) **Income and Endowments**

All income and endowments, accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

1(d) **Donations and Legacies**

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC.

1(e) **Charitable Activities, Trading Activities and all Other Income**

Statutory fees for weddings and funerals are recognised when the office occurs.

Trading activities are where income is receivable in return for selling goods or providing services and is recognised when received.

1(f) **Investment Income**

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

1(g) **Gains and Losses on Investments**

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31st December.

1(h) **Expenditure**

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably.

1(i) **Grants**

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

1(j) **Charitable Activities**

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

1(k) **Fixed Assets**

Tangible fixed assets.

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Priest In Charge and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements.

For inalienable property acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Individual items acquired since 1st January 2000 have been capitalised in the financial statements and depreciated over their useful economic life.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items costing under £5,000 or on the repair of movable church furnishings acquired before 1st January 2000 is written off.

Freehold land and buildings are valued at original cost less provisions for depreciation.

Renovations to freehold buildings are valued at original cost less provisions for depreciation.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets over their expected useful lives.

The rates generally applicable are :-

Freehold land and buildings	1% per annum on a reducing balance basis.
Renovations to freehold buildings	2% per annum on a reducing balance basis.

Investments :

Investments are valued at market value at 31st December.

2 INCOME AND ENDOWMENTS

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	2020 £
2(a)	Donations and legacies					
	Planned giving	35,138	4,596	0	39,734	40,581
	Collections (open plate)	5,586	1,380	0	6,966	6,006
	Donations	3,430	8,909	0	12,339	51,155
	Gift aid tax claimed	10,320	2,001	0	12,321	22,604
	Grants received	1,862	13,462	0	15,324	2,616
	Legacies	1,000	0	0	1,000	0
		57,336	30,348	0	87,684	122,962
2(b)	Charitable activities					
	Parochial Fees income	5,617	0	0	5,617	3,422
		5,617	0	0	5,617	3,422

2(c)	Other trading activities					
	Fundraising income	1,125	1,810	0	2,935	836
	Hall income	8,941	0	0	8,941	6,452
		10,066	1,810	0	11,876	7,288
2(d)	Investments					
	Dividends and interest received	1,696	507	0	2,203	2,174
		1,696	507	0	2,203	2,174
2(e)	Other - insurance claims	0	0		0	13,090
	TOTAL	74,715	32,665	0	107,380	148,936

3 EXPENDITURE

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**TOTAL** 2021 £	**FUNDS** 2020 £
3(a)	Raising funds					
	Fundraising costs	900	157	0	1,057	36
		900	157	0	1,057	36
3(b)	Charitable activities					
	Missionary and charitable giving	1,839	4,983	0	6,822	4,872
	Ministry costs :					
	Diocesan Parish Contribution	46,807	0	0	46,807	46,657
	Other ministry costs	4,694	37	0	4,731	4,617
	Church running expenses	5,896	2,500	0	8,396	9,596
	Church & hall - Major repairs & fabric costs	5,315	17,492	0	22,807	73,957
	Upkeep of services	762	0	0	762	1,119
	Youth work, training and mission	1,411	200	0	1,611	1,564
	Parish magazine	0	5,773	0	5,773	5,992
	Church hall running costs	8,582	589	0	9,171	8,171
	Support costs	751	663	0	1,414	576
	Administrative costs	3,537	96	0	3,633	2,971
	Depreciation	0	0	973	973	989
		79,594	32,333	973	112,900	161,081
	TOTAL	80,494	32,490	973	113,957	161,117

4 STAFF COSTS

The PCC had no employees during the year.

5 INDEPENDENT EXAMINATION FEES

The Independent Examiner has not charged a fee for his work.

6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	**TOTAL** £
Fixed assets	51,006	23,064	82,971	157,041
Current assets	21,412	14,562	0	35,974
Current liabilities	(2,345)	(257)	0	(2,602)
Fund Balances	70,073	37,369	82,971	190,413

7 FIXED ASSET INVESTMENTS

	Market Value at 1st January 2021	Additions	Disposals	Gains/ (losses)	Market Value at 31st December 2021
	£	£	£	£	£
Church of England CBF Investment Fund :					
538 income shares (see note below)	11,021	0	0	1,577	12,598
Church of England CBF Global Equity Fund :					
23417.6 income shares	61,745	0	0	9,992	71,737
	72,766	0	0	11,569	84,335

Note - the 538 shares are held specifically for the Bridgeman Churchyard Trust Fund.

8 TANGIBLE FIXED ASSETS

	Freehold land and buildings	Building renovations	TOTAL
	£	£	£
Cost :			
At 1st January 2021	69,681	44,927	114,608
Additions	0	0	0
Disposals	0	0	0
At 31st December 2021	69,681	44,927	114,608
Depreciation :			
At 1st January 2021	19,697	21,232	40,929
Charge for the year	499	474	973
Disposals	0	0	0
At 31st December 2021	20,196	21,706	41,902
Net book amounts			
At 31st December 2021	49,485	23,221	72,706
At 31st December 2020	*49,984*	*23,695*	*73,679*

The freehold land and buildings comprise the Martindale Centre, the legal estate of which is vested in the Chichester Diocesan Fund and Board of Finance (Incorporated) as Custodian Trustee for the Horsted Keynes PCC in accordance with the provisions of the Parochial Church Councils (Powers) Measure, 1956.

9 DEBTORS

	2021	2020
	£	£
Recoverable Gift Aid	2,404	1,519
Other sundry debtors	128	253
	2,532	1,772

10 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Creditors for goods and services	2,602	20,247
	2,602	20,247

11 UNRESTRICTED FUNDS

	Balance at 1st. January 2021	Movements in Resources				Balance at 31st December 2021
		Incoming	Outgoing	Transfers	Gains	
	£	£	£	£	£	£
General Fund	52,233	73,109	76,026	0	4,012	53,328
Designated Fabric Fund	16,515	1,606	4,468	0	3,092	16,745
	68,748	74,715	80,494	0	7,104	70,073

12 RESTRICTED FUNDS

	Balance at 1st. January 2021	Movements in Resources				Balance at 31st December 2021
		Incoming	Outgoing	Transfers	Gains	
	£	£	£	£	£	£
Building Repairs and Fabric Fund	578	12,526	14,454	11,494	87	10,231
Charitable Collections Fund	0	3,985	3,917	0	0	68
Faith in Action Fund	650	417	1,067	0	0	0
P&P Magazine Fund (i)	321	5,693	5,861	0	0	153
Martindale Centre Income Fund (ii)	2,333	0	0	0	0	2,333
Building Appeal - 2004 Fund (iii)	1,465	840	730	0	88	1,663
Restricted Gifts Fund	488	1,590	1,102	0	0	976
Friends of Horsted Keynes Church (iv)	25,988	7,614	4,927	(11,494)	2,713	19,894
Restricted Martindale Centre Refurbishment Fund (v)	182	0	0	0	0	182
St Giles North Annex Appeal Fund (vi)	2,301	0	432	0	0	1,869
	34,306	32,665	32,490	0	2,888	37,369

(i) The P&P Magazine Fund receives donations and grants specifically for the production of the parish magazine.
(ii) The balance on the Martindale Centre Income Fund represents the cost of some of the historical building renovations.
(iii) This fund was opened with donations from the Village Appeal in 2004 for repairs to the fabric of the church. Monthly donations have continued to flow into the fund during the year.
(iv) This restricted fund was launched in September 2011 specifically for the maintenance of the fabric of St. Giles Church and churchyard in Horsted Keynes.
(v) This fund was re-opened in 2019 to receive restricted income towards the cost of refurbishing/upgrading the heating system in the Martindale Centre. Most of the costs of refurbishing/upgrading the heating system were charged to the fund in 2019, leaving a small balance to carry forward.
(vi) This appeal fund was opened in March 2016 to fund the planning and construction of an annex to the north of the St Giles church building.

13 ENDOWMENT FUNDS

	Balance at 1st. January 2021	Movements in Resources			Gains/ (losses)	Balance at 31st December 2021
		Incoming	Outgoing	Transfers		
	£	£	£	£	£	£
Martindale Centre :						
Capital Endowment Fund	71,345	0	973	0	0	70,372
Bridgeman Trust Churchyard Fund	11,022	0	0	0	1,577	12,599
	82,367	0	973	0	1,577	82,971

14 PRIOR YEAR STATEMENT OF FINANCIAL ACTIVITIES COMPARATIVE FIGURES FOR THIS YEAR

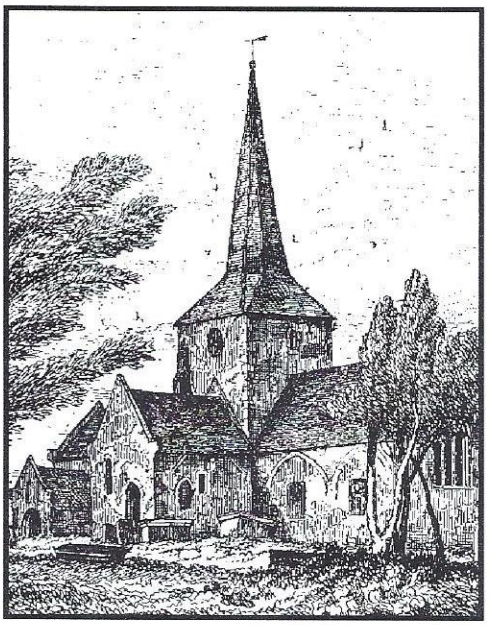
STATEMENT OF FINANCIAL ACTIVITIES
For the Year ended 31st December 2020

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £
Income and endowments from:					
Donations and legacies	2(a)	59,488	63,474	0	122,962
Charitable activities	2(b)	3,422	0	0	3,422
Other trading activities	2(c)	6,602	686	0	7,288
Investments	2(d)	1,676	498	0	2,174
Other	2(e)	12,290	800	0	13,090
TOTAL		83,478	65,458	0	148,936
Expenditure on:					
Raising funds	3(a)	36	0	0	36
Charitable activities	3(b)	84,409	75,683	989	161,081
TOTAL		84,445	75,683	989	161,117
Net gains/(losses) on investments	7	6,935	2,940	709	10,584
NET INCOME/(EXPENDITURE)		5,968	(7,285)	(280)	(1,597)
Transfers between funds		0	0	0	0
NET MOVEMENT IN FUNDS		5,968	(7,285)	(280)	(1,597)
Reconciliation of Funds					
Fund Balances brought forward at 1st January 2020		62,780	41,591	82,647	187,018
BALANCES CARRIED FORWARD AT 31st DECEMBER 2020		68,748	34,306	82,367	185,421

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, HORSTED KEY

England & Wales - Charity number 1154482

Accounts



ST GILES CHURCH

HORSTED KEYNES

ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL
for the year ended 31st December 2020

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Notes to the Financial Statements	Pages 9 to 14

THE PRIEST IN CHARGE

The Reverend David Murdoch
The address of the rectory is :-
The Rectory, Station Road, Horsted Keynes,
HAYWARDS HEATH, RH17 7ED.

PRIMARY BANKERS

The PCC banks primarily with :-
CAF BANK Limited
Kings Hill, West Malling, Kent, ME19 4TA.

INDEPENDENT EXAMINER

The independent examiner is :-
Mr A P Peel Cross
The Hermitage, Church Lane, Horsted Keynes
HAYWARDS HEATH, RH17 7AY.

CHARITY COMMISSION REGISTRATION

The Parochial Church Council is a registered charity, No. 1154482.

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1154482

ANNUAL REPORT for 2020

Administrative information

St. Giles Church (Grade I listed) is situated in Church Lane, Horsted Keynes RH17 7AY. It is part of the Diocese of Chichester within the Church of England.

All correspondence should be addressed to HKPCC, The Martindale Centre, Station Road, Horsted Keynes, Haywards Heath RH17 7ED.

St Giles Church Horsted Keynes is a registered charity number 1154482.

During the year the following served as members of the Parochial Church Council (PCC):

Priest-in-Charge:	Fr David Murdoch (PCC Chairman)	
Churchwardens:	Mr David Lamb (PCC Deputy Chairman (elected October 2020)) (Has served as churchwarden since July 2013)	
	Mrs Barbara Fairweather (elected October 2020)	
	Mr Peter Vince (until October 2020)	
Deanery Synod Representatives:	Mrs Heidi Mowforth	(until 2024)
	Mrs Chris Wheatley	(until 2024)
	Mr Peter Vince	(until October 2020)
Elected Members:	Miss Judith Bowron	(until 2024)
	Mrs Barbara Fairweather	(until 2022)
	Mr Martin Govas (Treasurer)	(elected 2015)
	Mrs Nicola Hickey	(until 2024)
	Mr Alan Johnson	(until October 2020)
	Mr Phil Miles	(until October 2020)
	Mr Aaron Thomas	(until October 2020)
	Mr Peter Vince	(until 2024)
	Mr John Whiting	(until 2021)
	Mr Adrian Woods	(until 2021)
Co-opted Member:	Mrs Marion Lott	(ex-officio, MCMC chair)

The PCC made the following appointments:

PCC minutes secretary	Mrs Marion Lott
Parish Safeguarding Officer	Mrs Rhoda Miles
Electoral Roll Officer	Mrs Fiona Price

Structure, governance and management

Membership of the PCC is determined under the Church Representation Rules and consists of ex-officio members (Churchwarden(s), the members of the Diocesan and Deanery Synods), the chairman of the Martindale Centre Management Committee (co-opted), and 7 members of the church who are elected at the Annual Parochial Church Meeting (APCM). The PCC Secretary and Treasurer are elected by the PCC.

The PCC is responsible for a wide range of matters affecting the parish and, in their capacity as trustees, members of the PCC are responsible for the stewardship of funds, the appropriate accounting and reporting of parish finances, and compliance with legislation applying to health and safety, disability, and safeguarding children and vulnerable adults.

The PCC joins and unites the work of the Church, its committees, school governors and the Friends of Horsted Keynes Church.

ANNUAL REPORT for 2020 (continued)

The following committees are responsible for various aspects of the responsibilities and business of the PCC, and report to the PCC:

Standing Committee: is a steering group, which has power to transact the business of the PCC between its meetings.

Finance Committee: oversees the general financial dimension of the work of St. Giles's by monitoring income and expenditure, budgeting and establishing and reviewing appropriate financial controls. The Finance Committee employs the services of Mr Steve Brentnall to give accounting and strategic advice and to prepare the Management and Annual Accounts.

Martindale Centre Management Committee: manages the day to day administration and maintenance of the Martindale Centre.

Fabric Committee: oversees maintenance of the Church building and fabric.

Churchyard Committee: is responsible for the maintenance of the churchyard and safety aspects of the area.

For all the Family Group: an informal group which meets about once a month to plan the next monthly 'For all the Family' Eucharist, and aspires to rekindle a Sunday club.

Friends of Horsted Keynes Church: exists to help, both with funding and in other practical ways, the maintenance, repair, beautification and development of the church building, its possessions and its churchyard.

Health and Safety

The PCC makes provision to consider health and safety issues at every meeting with an eye to overseeing and updating the risk assessment under ongoing scrutiny by church officers across committees who develop systems and procedures to manage the risks in their separate spheres.
Mr John Whiting continued as Health and Safety Officer.

Safeguarding

The Safeguarding Officer reports to the PCC on a regular basis and the PCC makes provision to consider safeguarding issues at every meeting. The PCC has complied with the duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance.

Public Benefit

The PCC acknowledges its requirements to demonstrate clearly that, as a charity aiming to advance religion, it must have charitable purposes or 'aims' that are for the public benefit. Details of how the PCC has achieved this are provided in this report.

Aim and purposes

The PCC works with the parish priest to facilitate the worship of Almighty God, growth of the Christian Church and service to others in and beyond the parish in accordance with Jesus' commandment to love our neighbour.

With these key aims in mind, Horsted Keynes PCC has established objectives in its current Mission Action Plan (MAP). Our vision remains: "To become better disciples and servants of Christ by loving God and loving others".

Our agreed initiatives to achieve our objectives are split into two groups, the first aimed at becoming better disciples (*You shall love the Lord your God with all your heart, and with all your soul, and with all your mind*), and the second at becoming better servants (*You shall love your neighbour as yourself*).

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1154482

ANNUAL REPORT for 2020 (continued)

Parish Priest's Report 2020

This is my first report relating to a full year as your Parish Priest (2020) What a year! Fairly soon into it a piece of plaster fell from the church ceiling and we started worshipping mainly in the Martindale and occasionally in the Church School Hall. We got back into church at first in the North Aisle, for just one week before the first Covid-19 lockdown. I was profoundly grateful that Bishop Martin allowed those clergy who wished it to continue Sunday and weekday services in church, which Christine and I did. I, for one, had never heard of Zoom, but many of us soon became proficient, mainly due to the enormous help and support of David Lamb and Martin Govas.

Later in the year we got back under the protecting scaffolding in the Nave then, just in time for Christmas, the roof was finished. Again, the most tremendous thanks are due to the aforementioned two people and all the Building Committee, our Architect and, far from least, builders. It was, at times, a demanding journey as the right solution for a grade one listed building was considered. What an achievement! I was amazed at how quickly the money was raised, even though we now need to work hard, with the help of our wonderful Friends of St Giles, at replenishing the building fund.

I want to add my thanks to the Churchwardens, Secretary, Treasurer and PCC members who all work very hard and supportively. Some stood down and new ones were elected at the delayed APCMs in October. Not least among them the long serving and highly dedicated Churchwarden, Peter Vince, who had had three stints at this, all involving vacancies. He now holds the honorary title Churchwarden Emeritus. We welcome Barbara Fairweather as she continues to settle in as successor. We also rightly celebrated 40 years of Martin playing the organ and 25 of Sally editing the parish magazine, P & P, this year: two good and faithful servants!

I continue to be very impressed by how hard many people work in worship, children's and charitable work, even though, sadly, of course many of our activities have been curtailed this year. How much we look forward to their resumption! Publicity in the P & P, weekly Sunday sheet and the website have mattered even more.

It has been a difficult and demanding time locally, nationally and internationally. Most of all for the sick and bereaved, the emergency workers and those becoming unemployed. But we have all been affected one way or another. Some of you have been kind enough to say it has not made for the easiest start to my time here. Nonetheless I remain very happy and consider myself fortunate and blessed to be here. I am profoundly grateful for all your support. For example, it is the first parish I have been in (in 37 years) where the Parish Priest is prayed for by name most weeks in the Sunday intercessions. It may be that I have made you even more aware of how much the clergy need it!

A key part of my role and our life as a parish continues to be our partnership with our wonderful St Giles Church School. They too have, of course, been affected by but coped magnificently with lockdowns. Often having to operate on two fronts: teaching children of essential workers in school while offering the others lessons remotely. I have greatly missed our weekly Friday School worship in church but was very privileged to be one of the only visitors allowed into School to offer it there in the Autumn term.

My sense of our vision of the future is a modification of what it was last year:-

1) To continue to build on the success of the monthly 'For all the Family' Eucharist which has greater participation of youngsters in reading, a simplified address, leading prayers, choosing and offering music, and a simplified liturgy. Two key factors remain having a committed core of people, planning this and a junior choir singing regularly. Special mention must be made of Katie Spetch, Chris Wheatley and on the musical front, Nicki Hickey and Helen Horde and family.

2) It is also still hoped that an adult choir, like the one which sang at Christmas, might be encouraged to sing for at least one Eucharist monthly.

3) As mentioned, having already faced the financial challenge of the roof, we must not lose sight of the need to raise enough money for regular outgoings to support the life and ministry of the church – not least the cost of having a priest. We had hoped to hold a Stewardship campaign in the Autumn, and now hope to do so in 2021.

4) Alongside these things there is the very exciting revival of the hope to build a meeting room, kitchen and lavatory onto the north side of the church, thus expanding the repertoire of activities that can take place there.

5) I feel too I must mention the vision of an amazingly enthusiastic, committed and knowledgeable teenager, Ollie Watson, to rehang our three bells and perhaps even add a couple more. The Churchwardens and I are very mindful that this must not conflict with the two previous aims, but we are keen to encourage him.

'God bless this church and parish, and prosper all our attempts to be faithful and draw others to you, for Jesus Christ's sake.' Amen.
From an old Scottish prayer

Achievements and Performance

The electoral roll was reviewed and totalled 115 parishioners by the end of the year, 16 of whom are not resident within the parish.

The maximum number of people attending on any Sunday in October was 46 including 6 children, the monthly average being 36. Both these figures include people attending by Zoom. 29 adults and 1 child attended the All Souls Requiem Service. Due to Covid-19 restrictions worshipers have been reluctant to attend the parish Eucharist on Sunday mornings, but since March 2020 the church family have been able to follow the services on Zoom and recently also the mid-week Eucharist service. Because of the restrictions, the 8 home communion visits and 12 of the residents at Westall have not been able to take place. The Zoom invitations have been sent to the majority of the church family.

There were 11 meetings of the full PCC during the year – some in person but some had to be done virtually. All the other Committees met regularly, mostly virtually, reporting to the PCC, liaising with our Parish Priest.

HKPCC highlights of church life for the benefit of the community included in 2020:

- Lent course, following the diocesan programme based on Bishop Martin's book "Known to the Senses".
- **HK-Help** continued to provide support to the community throughout the pandemic.
- **HKafe** was held outside for a while in September, providing a safe environment for young people to meet until the second lock down of Covid-19 came into force when meetings were suspended.
- **St Giles School** – there has been no weekly collective worship in church. This ceased in February due to the fall of plaster from the ceiling, could not to take place subsequently while repairs were in hand, and then due to the lock down. Father David has maintained contact throughout the year, supporting their endeavour. He has led collective worship during the pandemic and latterly this has been Zoomed.

1 child was Baptised, there were 2 Weddings and 7 Funerals.

The Friends of Horsted Keynes Church (FOHKC) were unable to organise their usual programme of events (due to the pandemic), but in July, successfully organised a plant sale with stalls sited around the village, which was well supported and greatly appreciated. They were very generous in giving financial support for the repairs to the ceiling, and thereby reducing the need for fund raising to cover the cost.

The Parish & Parishioner (P&P) editor has continued publishing copies of the monthly magazine. In spite of Covid-19 restrictions and under the necessary safety regulations, volunteers have continued to collate and distribute these throughout the village and beyond.

The monthly Village Lunches and weekly Toddler Group, both of which are open to all of the local community, have had to suspend their events, due again to Covid-19 restrictions.

Financial Review

1. The net expenditure during 2020 was £1,597. This figure is shown on page 7 and compares with the gain of £17,231 made in 2019. Two unexpected events seriously affected the financial plan for the year, a major storm on 09/02/2020 and the Covid-19 virus. The storm caused a partial collapse of the nave ceiling and damage to the spire. In addition to the cost of the immediate repairs, work to avoid similar incidents in the foreseeable future was necessary. Only the ceiling project was completed by the year end. Nevertheless, the net expenditure figure would have been considerably worse without the injection of some very generous one-off donations to help pay for the ceiling. The fixed asset investments gain of £10,584 (table 7) also significantly reduced the net expenditure figure.

2. The extent of donations received is shown Table 2(a). At £51,155 they were £36,819 higher than achieved in 2019 and the gift aid tax claimed was also proportionately greater. The reduced level of collections at £6006 (£9,219 in 2019) was caused by the government restrictions placed on church service attendance in response to the Covid-19 pandemic. The income from fund raising events was similarly restricted with only £836 being achieved compared with £7,612 in 2019, see Table 2(c).

3. Table 3(b) records that the parish was again able to fully cover the diocesan cost for providing a half-time priest. The PCC was also able to afford additional expenditure on Youth work. Support costs returned to a more typical level following expenditure arising from the interregnum which finished in September 2019.

4. The Church Hall (The Martindale Centre) finances were also adversely affected by the Covid-19 restrictions. The running costs at £8,171, see Table 3(b), were unavoidable but the income was only £6,452, Table 2(c). The loss of £1,719 compares with the surplus made in 2019 of £2,404.

5. Trustee payments and expenses: the PCC supported the clergy by paying the cost of rectory utilities amounting to £3,872 (2019 = £930) plus other annual costs towards travel, telephone, postage and broadband amounting to £715 (2019 = £245). These are included in table 3(b). There were no expenses payments to other trustees or persons related to or connected to them.

6. Table 12 shows that the costs of producing Parish magazine (P&P) were closely matched by the income received. The restricted fund at the yearend stood at a modest £321.

7. The ability of the Friends of Horsted Keynes Church to run fund raising activities was also severely restricted by the Covid-19 precautions. An income of £6,263 was achieved and £16,599 was spent. The expenditure included £3,000 on the churchyard and a generous contribution of £13,506 towards the work on the nave ceiling.

8. Overall, the PCC's financial results for 2020 were satisfactory but 2021 will have significant challenges. In addition to continuing Covid-19 restrictions and the need to pay for the repairs to the spire mentioned above, there is a significant structural deficit in the General Fund budget, used to monitor the finances of the day to day running of the church, which needs to be eliminated as soon as possible.

Reserves Policy

A review of the reserves policy and risk register was undertaken during the year which resulted in no change. An unrestricted General Fund reserve of £25,000, approximately 3 months of overall expenditure on day-to-day activities, is needed as a contingency against unforeseen situations. On 31 December 2020, the balance was £52,233. A total of £18,558 was held in the Unrestricted and Restricted Fabric Funds the year end. This is expected to just about be enough to cover the cost of the work on the spire. Thus, in future repairs to the fabric is likely to rely even more heavily on the activities and generosity of the Friends of Horsted Keynes Church.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Reverend David Murdoch.

Chairman David Murdoch

Date 25/03/2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
Horsted Keynes Parochial Church Council [Registered Charity No. 1154482]

I report on the accounts of Horsted Keynes PCC for the year ended 31st December 2020 which are set out on pages 7 to 14.

Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.
Having satisfied myself that the church is eligible for independent examination, it is my responsibility to :-

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 the 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 you as 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 material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 Act, or
- the accounts do not accord with the accounting records, or
- the accounts did 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 come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed by :-
Mr A Peel Cross
The Hermitage, Church Lane
Horsted Keynes
Haywards Heath
RH17 7AY

Signature: .....

Date: 7-4-2021

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES
For the Year ended 31st December 2020

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	2019 £
Income and endowments from:						
Donations and legacies	2(a)	59,488	63,474	0	122,962	85,739
Charitable activities	2(b)	3,422	0	0	3,422	5,026
Other trading activities	2(c)	6,602	686	0	7,288	20,781
Investments	2(d)	1,676	498	0	2,174	2,156
Other	2(e)	12,290	800	0	13,090	0
TOTAL		83,478	65,458	0	148,936	113,702
Expenditure on:						
Raising funds	3(a)	36	0	0	36	4,126
Charitable activities	3(b)	84,409	75,683	989	161,081	103,751
TOTAL		84,445	75,683	989	161,117	107,877
Net gains/(losses) on investments	7	6,935	2,940	709	10,584	11,406
NET INCOME/(EXPENDITURE)		5,968	(7,285)	(280)	(1,597)	17,231
Transfers between funds		0	0	0	0	0
NET MOVEMENT IN FUNDS		5,968	(7,285)	(280)	(1,597)	17,231
Reconciliation of Funds						
Fund Balances brought forward at 1st January 2020		62,780	41,591	82,647	187,018	169,787
BALANCES CARRIED FORWARD AT 31st DECEMBER 2020		68,748	34,306	82,367	185,421	187,018

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AS AT 31st DECEMBER 2020

	Note	2020 £	2019 £
FIXED ASSETS			
Tangible fixed assets	8	73,679	74,668
Investment assets	7	72,766	62,182
CURRENT ASSETS			
Debtors	9	1,772	4,759
Short term deposits		15,413	15,219
Cash at bank and in hand		42,038	35,323
		59,223	55,301
LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR	10	20,247	5,133
NET CURRENT ASSETS		38,976	50,168
TOTAL ASSETS LESS CURRENT LIABILITIES		185,421	187,018
NET ASSETS		185,421	187,018
FUNDS			
Unrestricted	11	68,748	62,780
Restricted	12	34,306	41,591
Endowment	13	82,367	82,647
TOTAL CHARITY FUNDS		185,421	187,018

This Financial Report for the year ended 31st December 2020, including the notes following, was approved by the Parochial Church Council on 25th March 2021 and signed on its behalf by :-

..... *Reverend David Murdoch* (Chairman)

..... *Martin Govas* (Treasurer)

The notes on pages 9 to 14 form part of these accounts.

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
For the Year ended 31st December 2020

1 ACCOUNTING POLICIES

1(a) **Basis of Preparation**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standarc and the current (2015) Statement of Recommended Practice, Accounting and Reporting by Charities, (SORP (FRS 102)). The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all the transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

1(b) **Funds**

Funds held by the PCC are :-

Unrestricted funds - general funds that can be used for PCC ordinary purposes.

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - (a) income from trusts or endowments that may be expended only on those restricted objects provided in the terms of the trust or bequest, and (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 each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Endowment funds - funds the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. The PCC may have the power to convert certain endowment funds into expendable income; such funds are known as expendable endowments.

1(c) **Income and Endowments**

All income and endowments, accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

1(d) **Donations and Legacies**

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC.

1(e) **Charitable Activities, Trading Activities and all Other Income**

Statutory fees for weddings and funerals are recognised when the office occurs.

Trading activities are where income is receivable in return for selling goods or providing services and is recognised when received.

1(f) **Investment Income**

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

1(g) **Gains and Losses on Investments**

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation at 31st December.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the Year ended 31st December 2020

1(h) **Expenditure**

Expenditure is recognised when there is evidence of entitlement, payment is probable, and the amount can be measured reliably.

1(i) **Grants**

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

1(j) **Charitable Activities**

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

1(k) **Fixed Assets**

Tangible fixed assets.

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. Movable church furnishings held by the Priest In Charge and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements.

For inalienable property acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Individual items acquired since 1st January 2000 have been capitalised in the financial statements and depreciated over their useful economic life.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items costing under £5,000 or on the repair of movable church furnishings acquired before 1st January 2000 is written off.

Freehold land and buildings are valued at original cost less provisions for depreciation.

Renovations to freehold buildings are valued at original cost less provisions for depreciation.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets over their expected useful lives.

The rates generally applicable are :-

Freehold land and buildings	1% per annum on a reducing balance basis.
Renovations to freehold buildings	2% per annum on a reducing balance basis.

Investments :

Investments are valued at market value at 31st December.

2 INCOME AND ENDOWMENTS

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	FUNDS 2019 £
2(a)	Donations and legacies					
	Planned giving	35,540	5,041	0	40,581	39,783
	Collections (open plate)	4,546	1,460	0	6,006	9,219
	Donations	7,439	43,716	0	51,155	14,336
	Gift aid tax claimed	11,176	11,428	0	22,604	13,951
	Grants received	787	1,829	0	2,616	7,450
	Legacies	0	0	0	0	1,000
		59,488	63,474	0	122,962	85,739
2(b)	Charitable activities					
	Parochial Fees income	3,422	0	0	3,422	5,026
		3,422	0	0	3,422	5,026

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the Year ended 31st December 2020

2(c)	Other trading activities					
	Fundraising income	150	686	0	836	7,612
	Hall income	6,452	0	0	6,452	13,169
		6,602	686	0	7,288	20,781
2(d)	Investments					
	Dividends and interest received	1,676	498	0	2,174	2,156
		1,676	498	0	2,174	2,156
2(e)	Other - insurance claims	12,290	800		13,090	
	TOTAL	83,478	65,458	0	148,936	113,702

3 EXPENDITURE

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	FUNDS 2019 £
3(a)	Raising funds					
	Fundraising costs	36	0	0	36	4,126
		36	0	0	36	4,126
3(b)	Charitable activities					
	Missionary and charitable giving	2,081	2,791	0	4,872	4,373
	Ministry costs :					
	Diocesan Parish Contribution	46,657	0	0	46,657	45,016
	Other ministry costs	4,617	0	0	4,617	4,543
	Church running expenses	6,353	3,243	0	9,596	9,887
	Church & hall - Major repairs & fabric costs	11,206	62,751	0	73,957	10,807
	Upkeep of services	997	122	0	1,119	1,077
	Youth work, training and mission	939	625	0	1,564	546
	Parish magazine	0	5,992	0	5,992	6,112
	Church hall running costs	8,171	0	0	8,171	14,470
	Support costs	477	99	0	576	2,297
	Administrative costs	2,911	60	0	2,971	3,620
	Depreciation	0	0	989	989	1,003
		84,409	75,683	989	161,081	103,751
	TOTAL	84,445	75,683	989	161,117	107,877

4 STAFF COSTS

The PCC had no employees during the year.

5 INDEPENDENT EXAMINATION FEES

The Independent Examiner has not charged a fee for his work.

6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL £
Fixed assets	43,361	20,717	82,367	146,445
Current assets	30,229	28,994	0	59,223
Current liabilities	(4,842)	(15,405)	0	(20,247)
Fund Balances	68,748	34,306	82,367	185,421

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the Year ended 31st December 2020

7 FIXED ASSET INVESTMENTS

	Market Value at 1st January 2020	Additions	Disposals	Gains/ (losses)	Market Value at 31st December 2020
	£	£	£	£	£
Church of England CBF Investment Fund :					
538 income shares (see note below)	10,312	0	0	709	11,021
Church of England CBF Global Equity Fund :					
23417.6 income shares	51,870	0	0	9,875	61,745
	62,182	0	0	10,584	72,766

Note - the 538 shares are held specifically for the Bridgeman Churchyard Trust Fund.

8 TANGIBLE FIXED ASSETS

	Freehold land and buildings	Building renovations	TOTAL
	£	£	£
Cost :			
At 1st January 2020	69,681	44,927	114,608
Additions	0	0	0
Disposals	0	0	0
At 31st December 2020	69,681	44,927	114,608
Depreciation :			
At 1st January 2020	19,192	20,748	39,940
Charge for the year	505	484	989
Disposals	0	0	0
At 31st December 2020	19,697	21,232	40,929
Net book amounts			
At 31st December 2020	49,984	23,695	73,679
At 31st December 2019	*50,489*	*24,179*	*74,668*

The freehold land and buildings comprise the Martindale Centre, the legal estate of which is vested in the Chichester Diocesan Fund and Board of Finance (Incorporated) as Custodian Trustee for the Horsted Keynes PCC in accordance with the provisions of the Parochial Church Councils (Powers) Measure, 1956.

9 DEBTORS

	2020	2019
	£	£
Recoverable Gift Aid	1,519	3,962
Other sundry debtors	253	797
	1,772	4,759

10 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Creditors for goods and services	20,247	5,133
	20,247	5,133

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the Year ended 31st December 2020

11 UNRESTRICTED FUNDS

	Balance at 1st. January 2020	Movements in Resources				Balance at 31st December 2020
		Incoming	Outgoing	Transfers	Gains	
	£	£	£	£	£	£
General Fund	50,024	70,670	72,339	0	3,878	52,233
Designated Fabric Fund	12,756	12,808	12,106	0	3,057	16,515
	62,780	83,478	84,445	0	6,935	68,748

12 RESTRICTED FUNDS

	Balance at 1st. January 2020	Movements in Resources				Balance at 31st December 2020
		Incoming	Outgoing	Transfers	Gains	
	£	£	£	£	£	£
Building Repairs and Fabric Fund	296	47,993	47,796	0	85	578
Charitable Collections Fund	25	2,665	2,690	0	0	0
Faith in Action Fund	649	15	101	0	87	650
P&P Magazine Fund (i)	219	6,182	6,080	0	0	321
Martindale Centre Income Fund (ii)	2,333	0	0	0	0	2,333
Building Appeal - 2004 Fund (iii)	538	1,640	800	0	87	1,465
Restricted Gifts Fund	535	700	747	0	0	488
Friends of Horsted Keynes Church (iv)	33,643	6,263	16,599	0	2,681	25,988
Restricted Martindale Centre Refurbishment Fund (v)	182	0	0	0	0	182
St Giles North Annex Appeal Fund (vi)	3,171	0	870	0	0	2,301
	41,591	65,458	75,683	0	2,940	34,306

(i) The P&P Magazine Fund receives donations and grants specifically for the production of the parish magazine.
(ii) The balance on the Martindale Centre Income Fund represents the cost of some of the historical building renovations.
(iii) This fund was opened with donations from the Village Appeal in 2004 for repairs to the fabric of the church. Monthly donations have continued to flow into the fund during the year.
(iv) This restricted fund was launched in September 2011 specifically for the maintenance of the fabric of St. Giles Church and churchyard in Horsted Keynes.
(v) This fund was re-opened in 2019 to receive restricted income towards the cost of refurbishing/upgrading the heating system in the Martindale Centre. Most of the costs of refurbishing/upgrading the heating system were charged to the fund in 2019, leaving a small balance to carry forward.
(vi) This appeal fund was opened in March 2016 to fund the planning and construction of an annex to the north of the St Giles church building.

13 ENDOWMENT FUNDS

	Balance at 1st. January 2020	Movements in Resources			Gains/ (losses)	Balance at 31st December 2020
		Incoming	Outgoing	Transfers		
	£	£	£	£	£	£
Martindale Centre :						
Capital Endowment Fund	72,334	0	989	0	0	71,345
Bridgeman Trust Churchyard Fund	10,313	0	0	0	709	11,022
	82,647	0	989	0	709	82,367

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the Year ended 31st December 2020

14 PRIOR YEAR STATEMENT OF FINANCIAL ACTIVITIES COMPARATIVE FIGURES FOR THIS YEAR

STATEMENT OF FINANCIAL ACTIVITIES
For the Year ended 31st December 2019

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2019 £	TOTAL FUNDS 2018 £
Income and endowments from:						
Donations and legacies	2(a)	63,108	22,631	0	85,739	70,331
Charitable activities	2(b)	5,026	0	0	5,026	3,763
Other trading activities	2(c)	13,692	7,089	0	20,781	23,543
Investments	2(d)	1,664	492	0	2,156	728
TOTAL		83,490	30,212	0	113,702	98,365
Expenditure on:						
Raising funds	3(a)	1,155	2,971	0	4,126	4,025
Charitable activities	3(b)	80,836	21,912	1,003	103,751	91,970
TOTAL		81,991	24,883	1,003	107,877	95,995
Net gains/(losses) on investments	7	6,869	2,912	1,625	11,406	(4,461)
NET INCOME/(EXPENDITURE)		8,368	8,241	622	17,231	(2,091)
Transfers between funds		0	0	0	0	0
NET MOVEMENT IN FUNDS		8,368	8,241	622	17,231	(2,091)
Reconciliation of Funds						
Fund Balances brought forward at 1st January 2019		54,412	33,350	82,025	169,787	171,878
BALANCES CARRIED FORWARD AT 31st DECEMBER 2019		62,780	41,591	82,647	187,018	169,787