



GROWING IN LOVE for God & each other



(Outdoor Christingle Service)

Annual Parochial Church Reports 2021

Charity Number 1155185



Annual Vestry & Parochial Church Meeting In Church and via Zoom Tuesday 29th March 2022 at 7:45pm

Agenda

Annual Vestry Meeting

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Election of Churchwardens (2)	

Annual Parochial Church Meeting

Apologies	
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Matters arising	

Electoral Roll - accept new Roll

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Questions arising from the Reports

Appointment of Treasurer & Secretary

Appointment of Safeguarding Officer

Election of PCC members

(at Copthorne, for the sake of continuity, if not otherwise elected, the PCC Secretary & Treasurer are co-opted positions)

Appointment of Sidespersons

Appointment of Independent Examiner

Any Other Business



**Copy of the record of the Minutes of
The Annual Vestry Meeting
held via Zoom at 8.00pm
Tuesday 20th April 2021**

The meeting was conducted by Wim Mauritz (Vicar) in the presence of 30 parishioners.

The Minutes of the Vestry Meeting of Tuesday 13th October 2020 were unanimously approved. Proposer: Mary Smith, Seconder: Ian Hornsby

Mr David Hornsby (proposed by Lesley Dawson and seconded by Ian Hornsby) and Mrs Gillian Hodsdon (proposed by Liz Logan and seconded by Murial) were unanimously elected as there were no other nominations and duly appointed wardens for the coming year.

Wim thanked David and Gillian for all their hard work and support over the past six months. Monica thanked everyone for their support over her time as warden.

There being no further business, the meeting closed at 8.10pm.

Cathy Sexton, PCC Secretary, 20th April 2020

**Minutes of the Annual Parochial Church Meeting
Held on Tuesday 20th April 2021
At 8.10pm via Zoom**

Attendance:

The meeting was conducted by Wim Mauritz (Vicar) and attended by 30 parishioners.

Apologies:

Received from: Eric and Jill Trevett, Monica Polley, Elizabeth Coomber, John and Val Edwards, Penny Harpham, Cedne Paul, Kirsty Mauritz, Maggie Prior and Eddie Redfern

MINUTES:

Formal business:

Apologies as noted were accepted.

Proposal: That the Minutes of the APCM 2020 be accepted.

Proposed: Mike Livesey

Seconded: Paul Simmonds

Unanimously agreed.

There were no matters arising from the 2020 reports.

Electoral Roll – It was unanimously agreed that we accept the Roll of 129 members.

Proposed: Nigel Cramp

Seconded: Mary Smith

REPORTS:

Annual Report 2020

It was unanimously agreed that all reports – Annual Report, Wardens, Safeguarding officer, Parish Hub, Link, Supporting Mission, Deanery Synod, Trustees, The Link and Financial Reports - as previously circulated were accepted. Wim thanked everyone for their contribution towards the annual report and said that, despite lockdown, the church had managed to continue having weekly services and the congregation now included people who viewed the services on line.

Proposed: Sue Williams

Seconded: Sandra Cramp

Financial Reports and Accounts:

The income for 2020 was £184,747 was higher than the 2019 figure of £171,089 and this was due to increased giving from the congregation. Fundraising and income from the Hub had been lower due to COVID but some of this had been offset by the grant schemes, such as furlough, that had been made available during the pandemic. The expenditure for 2020 was £158,782 which was similar to the 2019 figure of £158,609. The largest expense was the Parish Share which had increased to the full amount due. No questions/comments on the accounts were raised.

Adoption of Accounts

Proposal: That we adopt the accounts as presented.

Proposer: Mike Livesey

Seconder: Andy Harpham

All agreed.

Wim thanked Ted, Nigel, David Hornsby and Mike Livesey was thanked for all his hard work over the past year.

Appointment of Treasurer and PCC Secretary

It was unanimously agreed that Ted Gray be appointed **Treasurer**

It was unanimously agreed that Cathy Sexton be appointed **PCC Secretary**

It was unanimously agreed that Eddie Redfern be appointed **Safeguarding Officer**.

Elections

PCC

Angela Vevers stood down as a Deanery Synod representative. Nigel Cramp was unanimously elected.

Sidespersons

During the pandemic, the following people have been welcoming people to the services:

Sandra Cramp, Sandra Godfrey, Gillian Hodsdon, Monica Polley, Cathy Sexton and Maralyn Smith.

It was unanimously agreed that these people would continue to do so until such times as the whole congregation was back in church when other sidespersons would be appointed.

Appointment of Fionna Thomson as Independent Examiner

Proposed by David Horsby

Seconded by Nigel Cramp

Any Other Business

Sandra thanked Wim, Paul, Alex and Liz for their work during the pandemic to ensure that the church services continued.

Wim thanked the clergy and those who lead at the 11am service for all their support and work during the past year and Maralyn for all her work in the office and behind the scenes to keep things running smoothly.

Muriel stated that the sound at the Easter day service outside was brilliant but that sometimes during the online services, the sound is not always loud enough meaning that some people cannot be heard.

There being no further business, the meeting closed with the saying of the Grace at 8.40pm.

Cathy Sexton, PCC Secretary

Reports

From the Vicar:

Because of the Lord's great love we are not consumed, for his compassions never fail.

They are new every morning; great is your faithfulness. (Lamentations 3:22-23)

Many of us hoped that 2021 would be different to 2020 with, "a return to normality." Although there was some easing off in Covid-restrictions last summer this did however change towards the end of the year as infections rose again at an alarming rate. Yet throughout it all our church community adapted its practice and remained agile offering fellowship and an open church to everyone. After a dramatic drop in physical attendance in the previous year, 2021 saw a steady return in church attendance. We had a record of open-air services and out-door events. Easter, Pentecost, Summer at St John's, Harvest, Remembrance Sunday, Christingle were all celebrated outside in our churchyard. We developed a mixture of online and physical meetings. Our Standing Committee, Alpha course, and some of our connect groups meetings were held online, whereas our PCC meetings and other team meetings returned to in-person gatherings. We reduced some of the online-streaming of our church services to one service per Sunday.

These Annual Reports show us again how much our church kept adapting to continue to be a community of love, care, and worship. I keep being amazed by the energy that people have shown in pursuing creative ways of being church. Evidence is the fact that many of us pro-actively welcomed and supported the integration refugees and asylum seekers in our village who arrived last November. Many of these have now taken pro-active part in our church-community making our worship gathering rich and varied. I am incredibly grateful and want to express a huge thank you to all of you that stepped up and persevered in contributing in these changing ways of doing church, whilst also being faithful to the gospel of Jesus Christ, handed on to us by previous generations. I am so thankful to God, for His faithfulness and compassion. His great love is the source of our hope so that we in turn can replicate His compassion and generosity to many in our wider community.

Thank you so much for being part of, "Growing in love for God and each other."

Wim Mauritz

Churchwardens' Report

2021 was a continuing year of challenge and constant change for St John's as COVID risks shifted, requiring regular and ongoing reviews of how we could safely worship. Thankfully our experiences in 2020 had established a firm bedrock involving streaming and this provided a fallback for us as we gradually relaxed restrictions especially concerning gatherings and singing.

As last year's report revealed our AV equipment was not up to the mark to support virtual worship and therefore it was wonderful to see a new sound

system and fixed HD cameras installed in January. For most of us the last two years has accelerated our embrace of technology and it is pleasing to see that St John's has been at the forefront in this regard, continuing to develop the use of WhatsApp, Zoom and Church Suite to aid communication and our prayer reach. We recognise that technology is not the first choice for us all and we do try to provide alternatives where possible. We will continue to work to achieve the right balance.

COVID relaxations allowed us to organise far more events in the last year. Wherever possible these were held outside and although they create many logistical challenges it has been proven that they are welcomed by the village as well our regular attendees. Easter Sunday saw more than 100 people socially distanced in the churchyard. It was joyful to be able to reintroduce the choir and band to our worship as the vaccination programme began to offer protection, giving us all a feeling more akin to normality.

Some of the highlights have been:

- DISCOVER, for the women in the church
- The LiveLent series on evangelism (*"A missionary is not someone who crosses the sea, but someone who sees the Cross"*)
- The new 7pm Sunday service, a quiet meditative services of worship scripture prayer and testimony
- The picnic in our churchyard, on a beautiful August afternoon
- The Harvest Fair, a valued village event supported by the Copthorne Silver Band
- Our first outside Baptism

The reintroduction in June of the Saturday monthly Work Party began to make a real difference to our Church and Churchyard, just in time for the Carnival Hub Teas to take place in July. The summer and early autumn saw us reopen face to face indoor social events. Despite the Omicron variant emerging locally in December we were still able to run our usual programme of Christmas events and services including supporting the Christmas Village Santa float where we found the Village to be so generous this year.

As we reflect on all that has gone before we must take time to say a very big thank you to all those who supported us and made sure that all that needed to be done was seen through, despite all the challenges, demonstrating once again that St John's lives out its vision of *"Growing in Love for God and each other"*.

Hebrews 10:24-25

24 And let us consider how we may spur one another on toward love and good deeds, 25 not giving up meeting together, as some are in the habit of doing, but encouraging one another—and all the more as you see the Day approaching.

*David Hornsby and Gillian Hodsdon
Church Wardens*

Parish Office

The Parish Office has returned to normal working practices following a long period of working from home. The office is staffed Monday, Tuesday and Thursday mornings with a steady stream of visitors from those volunteers setting up the I-Café, Morning Prayer, to those wishing for further information on our church, church grounds, baptisms, funerals, and interment of ashes. The Office acts as a central point for Parish Hub enquiries, key collection and hire enquiries.

ChurchSuite has once again proved invaluable in enabling us to keep in touch, publicise events and communicate. A weekly update is now sent out to over 250 people in our village and community with an overwhelmingly enthusiastic response. A hard copy of this is also delivered to those without the internet connection by Louise Paul each week and copies are available at the back of church.

A new scheme in response to our Safeguarding policy has been devolved each Sunday where all children leaving the church for activities are required to be checked in and out.

Meetings are held monthly with staff and volunteers responsible for the Parish Hub, bi-monthly with the social and leadership team and every two months with the Health and Safety team. Risk assessments have proved increasingly necessary over the last year in response to the Government and Church of England Covid restrictions.

With Church slowly returning to 'normal' and an increasing number of visitors, including our friends from overseas, the office is busier than ever. We have 8 baptisms already booked with many more enquiries and 3 weddings in the diary for this year already!

We are richly blessed!

Maralyn Smith

Safeguarding Report

Safeguarding remains an important part of our daily ministry. With concerns over children's mental health following the pandemic. Whilst there have not been any major issues related to this, it is generally accepted that problems may arise in the coming years. DBS checks and recruitment of our youth leaders continued in 2021, along with the diocesan safeguarding training. Eddie has decided to step down as our safeguarding Officer after quite a number of years in the post. Eric Trevett has kindly agreed to take over and is currently undergoing the appropriate training. Once completed a handover will take place.

Eddie Redfern

Subject to confirmation by the PCC, I shall be taking over from Eddie as the Parish Safeguarding Officer. My agreement to taking on the role was conditional upon first being able to undertake the appropriate Diocesan training, which I have now completed.

I'm married to Jill and we have a son and two grandchildren. We've lived in Copthorne for 34 years and I've been a member of the PCC since 2019.

Prior to taking retirement in 2011, I worked at Gatwick for H M Customs & Excise/Border Force in a middle management role responsible for up to 60 frontier control staff.

I was appointed as a Magistrate in 1989 and have sat since then in the adult and youth courts in West Sussex and Brighton.

Eric Trevett

Link Report

In line with a church vision to grow further, the Link Project has an important role in providing extra space for church activities and small community groups. At the start of 2020 it was anticipated that funds would be raised during 2020, so works could start during the first half of 2021.

With the impact Covid-19, it was necessary to rethink the timing of the project. This was because the lockdowns made it impossible to engage in the necessary fundraising, grants were not available and it also became important to maintain funding for both existing commitments.

During 2021, as restrictions ease and the return to physical church services takes place, there will be the opportunity to revisit the timeline for this scheme. Any funds already raised for the project and contributions received during 2020 are held separately ready to be used at the appropriate time.

Andrew Taylor

Women's Ministry

In February we enjoyed running our first physically present event since 2020. 'Discover Pilgrimage' was a lovely afternoon. A wide range of women came and it was a great opportunity to welcome women who do not regularly attend church services. We plan to run 2 events a year, to provide opportunities to discover God in new and refreshing ways, with a desire to welcome women from our wider community.

Kirsty Mauritz

Youth Ministry Report

This year it became evident that in order to meet the needs of our young people, we needed to create 2 youth gatherings. We now have a team who provide sessions during the 11 am service for years 6, 7 and 8. The older youth (year 9+) meet at 6.30pm.

Our morning sessions focus on opening the Bible together, reflecting on what this means for us and responding in prayer. We meet for 20 minutes in the vestry during the sermon, which means the young people are part of the wider

congregation and are involved in worship and community during the rest of the service. It is wonderful to see them often sitting together at the front of church, engaging with the service and opening their Bibles. This little group is growing and some weeks we have had 6 young people come. Every couple of months we use the Sunday mornings to play a ball game in the churchyard and invite the older youth to join in. This is an important part of our fellowship and fun.

Our leadership team is committed to enable the young people of our church to encounter God and we are lucky to have people in our congregation who give their time and energy to this important group of people.

In the year ahead we would like to see our youth numbers grow (through personal invitation), run 2 youth events, be part of a summer holiday programme in the church, develop our communication with the young people and add a volunteer to our leadership team.

Kirsty Mauritz

Children's Activities Report

Children's Activities are now part of the 11am service on a Sunday. After joining in with the start of the service, they go to The Hub for their own session of teaching and learning. The children return to church before the end of the service and share their activities with the congregation.

Social Events

After a time of using technology for social events, with coffee mornings and quizzes held on Zoom, it was joyous to start meeting 'face-to-face' again! We started tentatively, with coffee mornings held outside when the weather permitted, but by the end of the year conditions allowed us to hold events inside again. There was a Tearfund Quiz and the ever popular Christmas Lunch.

Fortunately, we were able to have our two main events of the year – Carnival Teas and Produce Stall and the events of the Harvest Weekend. It was a great feeling to be able to open our doors to Copthorne again.

Thank you to all those who help with the social events, whether it is setting up, serving teas or making endless cakes. We couldn't do it without you.

The Social Team

Mission Report

In 2021 St John's continued to support the work of our CMS Partner Heather Johnstone who runs the Rehema Project in the Diocese of Mara in Tanzania. The project empowers the most disadvantaged women and children in the area to support themselves. Our Lent Appeal was donated to the project and a member of our congregation Sandra Godfrey raised funds by making attractive masks and has plans to make Platinum Jubilee headbands in 2022.

I am in regular email contact with Heather who appreciates our support in this way and we receive regular link letters from her too. 2021 was a very challenging year as she was forced to remain in South Africa with her family due to Covid and direct operations remotely. She returned to Tanzania on a tourist visa in February and has only just recently received the necessary documents from the Diocese to apply for her work and residency permits. At time of writing the project is struggling to survive as it has been very hard hit by the pandemic and customers, mainly expats, have still not returned to the café and shop so Heather is looking for ways to revitalise or reinvent the project so the Rehema team can once again support themselves and their families.

Mary Smith

Annual Deanery Synod Report

The Parish of St John's Copthorne is part of the East Grinstead Deanery, which along with other Parishes, covers an area from Cowden (Kent) in the east to Bewbush (Crawley) in the west and from Copthorne in the north to Ashurst Wood in the south, and includes all of the Crawley area. The East Grinstead Deanery in turn forms part of the Diocese of Chichester. At St John's we currently have two elected Lay Deanery Synod Representatives (Angela Vevers having moved away last year), who represent our Parish at Deanery Synod Meetings. Three meetings were held in 2021, chaired alternately by the Rural Dean Rev'd Andrew Hawken and the elected Lay Chairman Chris Bell. The purpose of these meetings is to provide a two-way communication channel from the General Synod through the Diocese and Deanery to the Parishes. This being an important platform to discuss and share ideas as we seek to promote the Gospel in our ever-changing communities and a chance to share local information between our Parishes.

Our first meeting was held on 23rd March on Zoom. Chris Bell (Lay Chairman) Introduced Rev'd Andrew Hawken as our new Rural Dean and Rev'd Angela Martin (former Rural Dean) as our new Archdeacon (these appointments having recently been made by Bishop Martin). The Chair changed to Rev'd Andrew Hawken to host the remainder of the meeting. Following a 'Said Eucharist' he introduced Reninca Hill who gave an inspired presentation on the youth, family and children's work at St John's Crawley. She announced the launch of the Deanery Hub for youth and children's work in the Crawley and East Grinstead area. The Hub is to be a shared resource for everyone with an interest in youth, family and children's work for this Deanery. The presentation included the shared planning and craft ideas to save resources and fresh creative free resources and websites available for work with children. It covered "kid's slots" and contributions to our Church Services, Kids matters, Youth Events, Outings, Summer Camps and Youth Alpha as well as Messy Church. It will also provide links to other organisations like Cubs and Brownies. It will provide details of free resources and material for the preparation of Sunday School classes and provide ways for Clergy to support Children's work. The first meeting of the Deanery Hub is to be held on Thursday 22nd April at 7:30pm and further Zoom meetings will take place once every half term on Zoom. When COVID restrictions allow, it will be held in person hosted at various venues around the Deanery.

Our second meeting was held on Monday 21st June at St Swithun's, East Grinstead – our first physical, socially distanced meeting for some time due to the relaxing of COVID restrictions. Once Rev'd Andrew opened the meeting with liturgy and prayer, an invited guest speaker, Rev'd Canon Rob Dillingham gave a presentation on Deanery and Parish Mission Planning. Rob explained the hard impact of COVID on church funds which have resulted in a 30 to 40% reduction in church incomes. As a result, many Dioceses have had to cut the number of clergy posts. Fortunately, Chichester is slightly better off than most, although we do have a high ratio of Clergy to churches. Having said that we need to focus on "Mission" not "Money" and costs have been reduced centrally.

In setting up a new Deanery Mission Action Plan, Rob explained that a four step process would be followed: -

- 1) Parish Assessment (to be made after Pentecost 2021)
- 2) Parish Mission Action Plans (MAP's) to be created (by 28th November 2021)
- 3) Deanery Assessment of Parish MAP's (by end January 2022)
- 4) Deanery Mission Action Plans to be created (by April 2022)

This process was fed back to Wim and the St John's Copthorne PCC following the meeting and a Parish MAP has been created, reviewed and agreed and communicated back to the Deanery and Diocese. Details of our Mission Action Plan can be found on our Church website.

Our **third meeting**, which always focusses on finance, was held on 30th September at St John's Copthorne. Following the welcome by Rev'd Wim Mauritz and opening prayers from Rev'd Andrew Hawken, Archdeacon Angela thanked everyone for their efforts within the Deanery given the difficult financial year we had all suffered. Angela then introduced our speakers Lesley Lynn and Gabrielle Higgins to present their financial review and budget for the forthcoming year.

Lesley, who had taken over just before the pandemic started, offered her thanks to the efforts of the Parishes in keeping up Parish Share contributions. At the end of August 2021, Deanery Parish Share was at 67% of budget which was much appreciated. Lesley emphasised the need to take a long term look when a new priest, curate or ordinand enters the Parish based on needs, demographics and what Parishes can give. The Diocese believes that we won't reach pre-pandemic levels of giving in 2022, but hopefully things will get back to normal in 2023 and the budget reflects this. In addition, as one would expect, Diocese spending is being strictly controlled – money is not being spent on anything irrelevant. Lesley summarised by explaining 79% of Diocese spending goes on Parish Ministry (essentially clergy costs) which is more or less balanced by 75% on income coming from Parish Share.

Finally, Gabrielle presented the new budget through leaflets that were shared. She echoed thanks for all Parishes for their generosity in 2021. This gave some of the details of the plans to manage to budget and bring things back to normal levels by end of 2023. Expenditure increases this year are limited generally to the Clergy Housing budget and savings are being sort in Curate and Ordinand training through reduction in numbers and part time training.

The focus is to minimise the risk of cuts to clergy posts. Gabrielle hopes that, post the pandemic, Parish giving may be able to rise in 2023.

Archdeacon Angela closed the finance part of the meeting with a call to ask what we can do to raise money back to normal levels as the pandemic fades and asked all parishes to think hard about how we support each other to maintain mission and outreach.

Andy Harpham and Ian Hornsby

Legal Documentation Relating to the Parish Hub (updated December 2020)

The documentation is filed in a box file in the Parish Office. In summary:

Worth Parish Council have been granted a 25 year lease on the use of the North Rooms under the following arrangement

- The Lease runs for 25 years, from 1st January 2015 to 31st December 2040.
- For the first 15 years the rent payable is £1 pa.
- On 1st January 2030 (15th Anniversary of the Lease) a premium rent of £10,000 is payable and the annual rent (payable quarterly) increases to 50 percent of the then market rent.
- On 1st January 2035 a full market rent becomes payable.
- Worth Parish Council are responsible for 23 percent of all Shared Service Costs as defined in Clause 8.2. (This is based on the respective floor areas.) St John's PCC's obligations in providing services are detailed in Clause 8.3.
- St John's PCC are obliged to provide Quarterly Accounts to Worth Parish Council.

A Section 119 Report was submitted in fulfilment of the Charities Act 2011 in support of the above arrangements.

Worth Parish Council have an annual renewable lease on the South Room. The annual rent (currently £6,400) is reviewable every three years from 2015. The 2018 review resulted in the agreed annual rent as above and was effective from May 2019. The next review will take place in 2021 to be effective from May 2022. In addition, Worth Parish Council pays a Proportionate Share (13%) of the Shared Service Costs as defined in the North Room Lease dated 10th June 2015. (Note that this is in addition to Worth Parish Council's share of the Shared Service Costs provided for under the North Room Lease Agreement.) Worth Parish Council has the option of converting the lease into a longer lease.

The Diocesan Board of Finance loan of £30k as at 31st December 2015 was repaid in full on 31st October 2016. A Loan Agreement for £25k dated

10th October 2016 was entered into between St John's PCC and Edward Michael Livesey and Rosalind Elaine Livesey. The Agreement allows for the repayment of the capital in five annual instalments, the first repayment falling due on 10th October 2017, with interest at 2% per annum, calculated on the loan balance on 30th June and 31st December each year. The PCC can repay the loan in full as it wishes with one month's notice. (Loan as at 31st December 2020 - £5k).

St John's PCC has granted a lease to the Trustees of the Copthorne Village Millennium Group (CVMG) for use of the Archive Room on the First Floor and access to storage in the loft for 15 years at £1pa. The Millennium Group undertakes to pay 10 percent of annual income excluding restricted funds towards the upkeep of the Parish Hub and to offset cost of publication of the work in the Copthorne Magazine. The Incumbent of St John's is a member of the CVMG Committee if s/he so wishes.

Service Agreements have been entered into for:

- Lift LOLER inspection;
- Lift Annual Service;
- Boiler annual service;
- Security annual checks;
- Water annual checks;
- Wiring and fire alarm annual checks;
- Portable Appliance Testing;
- Fire extinguishers.

Other Legal Agreements and Matters

TO BE UPDATED TO REFLECT POSITION AS AT DECEMBER 31 2020

The Incumbent of St John the Evangelist is a Trustee of the Delmar-Morgan Hall and of St John's Sunshine Pre-School.

The Incumbent is also a Foundation Governor of Copthorne CE Junior School.

Trustees Annual Report and Financial Report

The Parochial Church Council of the Ecclesiastical Parish of

St. John the Evangelist, Copthorne

St. John's Church, Church Road, Copthorne, West Sussex RH10 3RD

Registered Charity no: 1155185

For the year ended 31 December 2021

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Website: www.copthornechurch.org

Incumbent: The Reverend Willem Mauritz,

The Vicarage, Church Road, Copthorne, RH10 3RU

Assistant Curate: Reverend Alexandra Wheeler

Independent Examiner: Fionna Thomson, 5 Abergavenny Gardens, Copthorne. RH10 3AW

Bankers: The Co-operative Bank plc PO Box 250, Delf House, Southway, Skelmersdale, WN8 6WT,

Trustees Annual Report for 2021

For

The Parochial Church Council (PCC) of St. John the Evangelist, Copthorne

Our aims and purposes as a charity

St John the Evangelist is part of the Diocese of Chichester and the Church of England. We believe that, as the parish church in Copthorne, our purpose is to play our role in reaching out in God's mission to our local community and beyond. The PCC of St John's is responsible for the upkeep of the charity's assets such as the main church building, the Parish Hub, offices, vestry and churchyard for the benefit of all parishioners. The PCC co-operates with the incumbent to pursue the church's vision of GROWING IN LOVE for God and each other. To enable this vision, we have focused on five key mission priorities that echo the Five Marks of Mission, developed by the Anglican Consultative Council which are:

- (1) To proclaim the Good News of the Kingdom of God
- (2) To teach, baptise and nurture new believers
- (3) To respond to human need by loving service
- (4) To seek to transform unjust structures of society, to challenge violence of every kind and to pursue peace and reconciliation
- (5) To strive to safeguard the integrity of creation and sustain and renew the life of the earth

Our vision is summarised by our mission statement "GROWING IN LOVE for God & each other".

What we planned to do to achieve our charitable objectives

When planning our activities for the year, the PCC considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on 'charities for the advancement of religion'. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

In 2021 we refreshed and simplified our vision and objectives to drive our activities for the coming 5 years. Our vision is now GROWING IN LOVE for God and each other:

- in our sharing of the GOOD NEWS.
- in our TEACHING AND NURTURING
- in our GENEROSITY
- in our speaking up for JUSTICE
- in our connection with CREATION

What we achieved and how we affected beneficiaries' lives

in our sharing of the GOOD NEWS

Our core priority is to maintain and grow our worshipping community and to reach out to our community and share the gospel message. This is foundational for growing and sustaining all our other priorities. During 2021 we have seen a recovery in the number of attendees in church due to the easing of Covid-19 restrictions. In the meantime as church, we continue to offer a mixed approach of physical services in the church building as well as reaching out to a wider audience through online streaming of

some of our services. Our regular services combined are now seeing attendance of around 145 and additionally streamed services are reaching further people online. However, numbers of people attending our special services, which are actively promoted to the community, are usually much higher. We have continued to re-imagine how to 'do' church by having up-to-date worship styles and communication means to invite and engage with all types of people. We have maintained weekly children's/ youth work programmes with a team of dedicated and inspiring leaders. We have also run Christianity courses such as Alpha both in person and online.

Our public worship activities have been of benefit to the wider community. All of our services are intentionally different in style but welcome a broad spectrum of people to join in worship, practical bible teaching, prayer, and generosity. Our Electoral Roll currently stands at 131. As lockdown restrictions have gradually lifted, we have cautiously and gradually returned some of our activities such as reintroducing music groups and choir, Holy Communion including the sharing of bread and later in the year congregational singing and procession of the cross. These elements of worship form an important part of our Christian worship and have been missed by many of our congregation members. To keep our more vulnerable members safe during the lifting of restrictions, we have maintained some areas of the church with socially distanced seating and ensured ventilation is maximised during all services. For larger services, where weather has allowed, we have used our churchyard rather than the church itself or allowed multiple 'sittings' of popular services. Much thought and effort has been put into maintaining risk assessments of all activities to ensure we maintain a Covid safe environment whilst balancing the need to return worship, as far as possible, to pre-Covid practices.

During 2021 we completed an upgrade to our AV systems to provide more flexible options for both modern and more traditional worship. As part of this, in addition to upgrading the sound system in church, we installed stage lighting and high-definition fixed cameras to enhance our online streaming. Furthermore, from summer onwards, we were able to re-introduce coffee at our main services which has been well received by all congregations. In response to the continued Covid threat we have temporarily installed two wooden serving booths to enable coffee to be provided from outside stations (rather than creating crowded areas inside the building). As a result of this change we are able to offer coffee a couple of mornings each week at school drop-off times to encourage parents to mingle in the churchyard and join our morning prayer in church.

We were able to have all key seasonal services such as Mothering Sunday, Easter, Harvest, Remembrance and Christmas which are very well attended by the wider community, including those who do not join us on a regular Sunday. During 2020 some of these were moved to be online only in response to restrictions in place at that time. In 2021, using the churchyard, we were able hold:

- A Remembrance Service which was supported by both the Copthorne Silver Band and the local uniformed organisations (who participated through readings and prayers to honour those who made the ultimate sacrifice in conflict).
- A Christingle Service supported by the Copthorne Silver Band with an attendance of over 200.



Our All Souls service in November was a particularly poignant, but very much appreciated, occasion where those who have lost loved ones joined for worship and the sharing of memories – this was held in Church but also available online for those unable to be in Church.



Additionally, for Christmas we held 2 traditional ‘Nine Lessons and Carols’ services led by the Choir and 2 family focused Crib services led by the church band. These services were duplicated to accommodate as many people as possible wishing to attend church without overcrowding. Our Christmas services were very well attended during 2021 with almost 500 attendees at the combination of these services. Many of these services were also available online for those who were unable to attend due to shielding, isolating or for any other reason.

In addition to Christmas church services, the choir again partnered with the Copthorne Silver Band to provide carol singing at locations around the village. These events were another opportunity to bring Christmas to the village and particularly for those who may otherwise not have had any opportunity for religious encounter over the Christmas period.

We have been very pleased to work with the staff of Copthorne C of E Junior school in bringing the pupils into the churchyard for the school’s Christmas services. Other services have been prepared for assemblies in school as well as recordings used in the school for Remembrance Day. Our ‘Open the Book’ team have been able to visit the school on a limited number of occasions during this year but stand ready to return more regularly when the Covid situation allows them to do so.

Information about church activities is now very accessible, with our website detailing contacts and activities so we can share the vision of the church, bringing community and church together. The website has the capability to book into courses and events online, so reaching out to the local community.

Our church building is generally open during daylight hours on most days either for services or for anyone to use for moments of quiet reflection and a place of peace. We have also facilitated an online prayer board and a WhatsApp prayer group which is much appreciated by our church and village community.

St John’s WhatsApp Prayer Group. 03.09.21
“The darkness cannot overcome the light. You Lord are THE light in the world. Your light penetrates the darkness and brings illumination to all who call on your name”

Our church continues to be appreciated by many as a location where life events are celebrated with joy and thanksgiving. Even during the pandemic, we have been able to facilitate some of these crucial events with 4 baptisms (including our first baptism during an outside service), 6 sets of ashes being

interred in the labyrinth and 9 funerals held in the church and churchyard during the year. There have not been any weddings in church this year, but our Curate officiated at a wedding at a local care home.

in our TEACHING AND NURTURING

We continue to see people taking part in our Prayer gatherings, Alpha courses and children's & youth groups. These have been adapted to run online where necessary and have been facilitated in church where restrictions have allowed, and attendees have felt this was their preferred option. In some instances, the use of online courses has enabled people who would otherwise have been unable to attend (e.g., parents with young children without available childcare) to participate on a regular basis.

During the summer we live streamed in church events from the New Wine festival, and this incorporated a wide range of activities for both adults and children, with many words of wisdom and encouragement from several charismatic and well-known Christian speakers.



We have seen an increase in our Christian input in teaching and corporate worship at our local school(s), through weekly Christian themed assemblies. Over the year, two adult Alpha courses have been held (partly in church and partly online). These have culminated in many people deepening or finding their faith in Jesus.

Home and Connect groups have been able to meet at some points during the year in person and have also met online, offering spiritual and practical nurture and support to their members. In addition to our Home/ Connect groups a bereavement group has met monthly in the Hub offering those recently (and not so recently) bereaved support and fellowship. Our prayer circle meets regularly (mainly on zoom) and offers prayer support to anyone in need in our community and beyond and our Curate liaises with local hospital chaplains in the event of one of our church members being admitted to hospital.

All church members are encouraged to use their gifts of ministry at services - leading, welcoming, serving, reading lessons and leading prayers: we are very grateful to the musicians and singers who freely give of their expertise at both the 9.30am and the 11.00 am services. We are also grateful to all who support the preparation and streaming of services online and to those who maintain the Covid safe environment in church through additional cleaning between services.

During 2021 we were able to re-introduce our monthly working parties and associated coffee mornings. This both assists us in the maintenance of the church and churchyard but also provides opportunity for an 'alternative' fellowship where informal discussions can take place. For some attendees this is the only form of 'church' they are comfortable with, and it gives us an opportunity to engage with those individuals and meet them where they are in their faith.

*in our **GENEROSITY***

We have set up a Pastoral Ministry Team, fronted by our Curate Alex Wheeler, that keeps in contact and visits those who are sick or lonely in our parish, and continues to provide pastoral engagements before, during and after our regular church services and at our online social events during the year.

During the winter of 2021 two local hotels were set-up to accommodate refugees relocated from Afghanistan and asylum seekers. Many of these individuals and family units have come to the UK to seek refuge from horrific circumstances in their home countries. We have been able to welcome many of them into our congregations, our working parties and other events.

In November we launched an international café – offering for some an opportunity for integration, for some the learning of the English language and for some purely the opportunity of a coffee, board games and some company. Each café incorporates Christian learning as well as additional resources (such as bibles) in several mother tongues.

In all these activities we have worked together with the management of the hotels and our local councils to ensure we make the best provision we can to meet any emerging need. In November the need for clothing and some toys was identified by the hotel management. A successful appeal was launched and this has resulted in ongoing donations of both winter coats and money (which has been used so far to fund underwear, socks and toys/ activities for children).

In addition to this we maintained our commitment to other charitable giving, by supporting local and overseas mission and development agencies and continued to sponsor, produce and distribute our local Cophthorne Magazine to all village residents and by publishing it online.

An important part of our ministry is providing Communion to those too frail to attend church. During 2021 we have been able to reintroduce this to some degree with Covid safe measures in place. We have several 'care in the community' homes within the parish with residents and their carers attending the Sunday and weekday services, albeit in some instances online in the current climate.

We usually hold regular services at our two local care homes, Francis Court and Heatherley Cheshire Home with some care home staff joining with the residents for the service. Sadly, due to restrictions in place at these homes and Covid outbreaks our contact has been limited in this area but will resume fully once restrictions allow and it is safe to do so. During the autumn, we became aware of the need for a short notice wedding for a couple where one of the individuals was receiving end of life care at Francis Court. Our curate Alex was able to facilitate the various required licenses and ultimately to officiate at their wedding which was held at Francis Court in October.

We have continued to keep in touch with the more vulnerable in our community through our 'Connect' groups maintaining email/ WhatsApp/ telephone contact with all church members on a regular basis. We have published a weekly online newsletter to keep all members up to date with life at St John's and have additionally printed and delivered this newsletter to those unable to access materials online.

Social events are a key point of our ministry to the village, enabling church members to invite others to join us. We were delighted to be able to reintroduce some of these events during 2021. The Social team work hard planning events throughout the year which are well attended by both church members and the village and wider community. Highlights of 2021 included:

- Various quiz nights - including a Tearfund themed quiz raising both the profile and funds for the work of Tearfund.
- The return of Teas and refreshments at the annual Copthorne Carnival.
- The Flower and Produce Show/ Harvest Fair which we used to launch our wildflower seeding of an area of the churchyard and our mission to plant trees in and around the village – supported by our local Haskins Garden Centre.



Planned monthly giving continues to the Church Mission Society, for Heather Johnstone at the Rehema project in Tanzania, and Compassion, paying school fees for Ivan in Uganda. Ivan writes with his thanks for his education, his letters inspire us with his expressions of his faith in Jesus. The Rehema project supports abused women and children by giving them work in a craft workshop and café.

The house-to-house collection for Christian Aid Week was again suspended this year due to the global pandemic. However, St Johns organised delivery of envelopes and co-ordinated central collection points in the village as well as providing publicity, around the online campaign run by Christian Aid, in both the parish magazine and during our services. We continued to support The Children's Society, via home boxes and the collection at the open air Christingle service, and The Royal British Legion at our Remembrance Service.

The church is the village collection point for groceries and toiletries for Crawley Open House, sending them supplies to help them care for the local homeless. Towards the end of the year St John's has also become a partner in the 'Love Your Neighbour' campaign collecting for and promoting this organisation which is providing relief to those facing economic hardship in our local community.

Most of our events are advertised around the village and in our local Copthorne Magazine. The printing and delivery of the bi-monthly Copthorne Magazine is co-ordinated by the church and supported by local advertising. It contains news, events and reports on church and local activities with the 2000 + copies being delivered free to every home in Copthorne by a team of village and church volunteers.

in our speaking up for JUSTICE

We also set a priority that helps us to engage with global justice issues and to connect and support agencies that engage with refugees, migrants, asylum seekers and those that rescue people from modern

day slavery. As noted above we have been involved in supporting refugees and asylum seekers who currently reside within our community. Furthermore, we have been actively engaged with our local/county councils and the Home Office and have been advocating the rights of these individuals – for example in provision of education to the children amongst them.

We continue to be engaging and supporting with charities which are involved with the advocacy of the rights for the more vulnerable in the world such as Christian Aid and Tearfund.

in our connection with CREATION

We are committed to reduce our carbon footprint individually as well as a church Community and would like to become an accredited (Silver or Gold) Eco Church. In 2019 we attained the Bronze Award for Eco Church and recycle materials where possible. Once we are fully clear of Covid-19 restrictions we will be looking to renew the project to deliver improvements we desire and to work to attain the desired next level accreditation. As noted above, during 2021 we have set aside and seeded an area of our churchyard to be a ‘wildflower meadow’ and encourage nature to thrive. Furthermore, the focus of our Harvest celebration and Harvest Fair was on ‘caring for creation’ and launching our vision for planting 500 trees in and around the village in the coming years.

The Parish Hub, opened in 2015, is proving of great benefit to church and community alike, accommodating St. John’s Sunshine Pre-School, Friday Friends Teas, various sporting activities and exercise classes for all ages.

Building the Parish Hub has increased the footfall through the churchyard with many villagers enjoying the attractive space. Worth Parish Council leases the first floor of the Hub for offices under the terms of a grant and lease agreement with the rent of the upper meeting room covering our loan repayment of £5000 plus interest per annum. As planned, the final instalment to fully repay this loan was made in 2021.

The Parish Hub has a management team which ensures the smooth running of bookings, financial security and a high standard of upkeep. In addition to our volunteers, the church employs a caretaker and assistant and a Hub co-ordinator – who manages marketing, bookings and some of the day to day issues that arise.

The churchyard is well cared for, which is much appreciated by villagers. We are grateful to receive monies from the Payne Grave Deposit Fund, Faith Arnold Trust, our restricted Graveyard Fund and Worth Parish Council to help to pay for the upkeep of the churchyard. We employ 2 part time groundsman, who have been a great help keeping it tidy.

Most of the routine maintenance of the church and churchyard is done by volunteers from the church and community at the “First Saturday” work parties and coffee mornings. Team building and refreshments are an important part of these occasions. The churchyard remains in good order for the benefit of the village. Volunteer cleaners and flower arrangers keep the church tidy and attractive week by week.

During Advent this year the churchyard was decorated for Christmas with themes of Hope, Peace, Joy and Love. Four installations were setup outside as well as inside the church. These displays were very well received by the community and saw visits to the churchyard and photos on Facebook posts (many from non-churchgoing members of the community).

PARISH MINISTRY COSTS

We significantly increased our contribution to our Parish Share for 2020 and following confirmation of our year-end financial position, we made a final payment to the diocese during 2021 to meet the full 2020 £74k Parish share requested. This was the first time this has been achieved for many years and we thank all donors to St John’s church who have enabled us to meet this significant milestone. We

continued to meet our Parish Share requested by the diocese again in 2021. For 2022 we have committed to meet the increased parish share request of just under £77k.

The PCC expresses a heartfelt thank you to all who give up their time in running different ministries, providing hospitality, care and outreach and to those looking after our premises. The hard work of each and every one is much appreciated.



Financial Review

- The total receipts on general unrestricted funds received were £167,062 (£178,224 for 2020) and are detailed in the Financial Report.
 - The planned giving through envelopes and bankers' orders has decreased for the general fund (mainly due to the fact 2020 included one off giving towards the new AV system). Gift aid is recovered regularly.
 - The PCC paid £74,035 to the Diocese towards ministry costs for the stipend, housing and pension costs of the clergy and church insurance as well as a standard sum for diocesan central costs, clergy training and a contribution to the national church fund. This represents the full cost of our Parish Share and has been achieved by encouraging the congregation to give generously.
 - St. John's has 11 part time employees. In 2016 we appointed Peninsula Business Services Ltd. for an initial period of 5 years to advise on HR, employment law, payroll and pension requirements to ensure we are compliant in these areas and have insurance to cover for any claims arising from a breach in legislation. This contract ended during 2021 and was not renewed. The PCC felt that, given the additional support now available in this area from the diocese, this service was no longer of significant benefit to the PCC.

Reserves Policy It is the PCC's policy:

- To maintain a Net asset balance on the general unrestricted funds (excluding property) which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £36,878 at the end of 2021 did not achieve this and the PCC will need to continue to review this situation to ensure an adequate balance can be maintained.
- To invest legacies restricted as to their objects with the churches, charities and local authorities financial provider, CCLA, until such time that suitable beneficiaries are identified by the PCC.

Structure, Governance and Management.

The Parochial Church Council (PCC) is registered with the Charity Commission as required by the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

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

Ex Officio members

Incumbent:	The Rev'd Willem Mauritz
Assistant Curate:	The Rev'd Alexandra Wheeler
Wardens:	Mr David Hornsby Mrs Gillian Hodsdon

<i>Elected Members:</i>	Mrs Lesley Dawson	Until 2022
	Mrs Jan Leftley	Until 2022
	Mr Michael Livesey	Until 2023
	Mr Paul Simmons	Until December 2021
	Mr Andrew Taylor	Until 2022
	Mr Eric Trevett	Until 2022
	Mrs Susan Williams	Until 2022
	Mrs Sarah Smith	Until May 2021
	Mr Nigel Cramp	Until 2024
	Mr Jonathan Brueton	From May 2021 (until 2024)

<i>Appointed Members:</i>	Mr Edward Gray	Treasurer
	Mrs Cathy Sexton	Secretary

<i>Co-opted Member:</i>	Mr Eddie Redfern	Safeguarding Officer
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<i>Deanery Synod:</i>	Mr Andrew Harpham	Until 2023
	Mr Ian Hornsby	Until 2023
	Mrs Angela Vevers	Until March

The PCC has appointed Eddie Redfern as Safeguarding Officer, who ensures he is up-to-date with Diocesan Safeguarding Policies and that the PCC is advised of any changes. In addition, he maintains the DBS register of those working with children and vulnerable adults or in leadership roles at St. John's. We have recruited more youth workers, leaders and adult carers this year. We are enrolled on the Simple Quality Protects system with the diocese to maintain best practice.

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent, curate, readers licensed to officiate in the church, the Churchwardens), members of the Deanery, Diocesan or General synods and 11 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Church members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

This Trustee's Annual Report was approved by the PCC and signed on their behalf by Rev'd W Mauritz.

Signed

Date

The Parochial Church Council of St John the Evangelist, Copthorne
Statement of Financial Activities
For the year ended 31 December 2021

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2021	<i>Total Funds 2020</i>	Notes
	£	£	£	£	£	
Income and endowments from:						
Donations and legacies	109,684	1,160	-	110,844	138,849	
Charitable activities	10,208	-	-	10,208	6,915	
Other trading activities	46,488	-	-	46,488	36,286	
Investments	682	1,933	-	2,614	2,697	
Other receipts	-	-	-	-	-	
Total income	167,062	3,093	-	170,154	184,747	2
Expenditure on:						
Raising funds	25	-	-	25	30	
Charitable activities	120,200	2,951	-	123,152	118,802	
Other trading activities	40,057	104	-	40,161	39,777	
Other expenditure	-	-	-	-	-	
Total expenditure	160,282	3,055	-	163,337	158,609	3
Net gains (or losses) on investments	-	-	12,670	12,670	12,059	11
Net income or (net expenditure)	6,780	38	12,670	19,487	38,198	
Transfers between funds	(995)	995	-	-	-	10
Other recognised gains/(losses):						
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-	11
Other gains/(losses)	-	-	-	-	(134,746)	
<i>Reconciliation of funds:</i>						
Net movement in funds	5,785	1,033	12,670	19,487	(96,548)	
Total funds brought forward	463,608	212,183	88,867	764,658	843,200	
Total funds carried forward	469,393	213,216	101,537	784,145	746,652	

The Parochial Church Council of St John the Evangelist, Copthorne
Balance Sheet
As at 31 December 2021

	Total Funds 2021	<i>Total Funds 2020</i>	Notes
	£	£	
Intangible assets	-	-	
Tangible assets	606,973	588,777	
Heritage assets	-	-	
Endowed investments	101,537	88,867	
Total fixed assets	708,509	677,644	11
Stocks	-	-	
Debtors	8,620	21,880	13
Investments	-	-	
Cash at bank and in hand	77,759	81,066	
Total current assets	86,379	102,946	
Creditors: Amounts falling due within one year	(10,743)	(15,932)	14
Net current assets or (liabilities)	75,636	87,014	
Total assets less current liabilities	784,145	764,658	
Creditors: Amounts falling due after more than one year	-	-	15
Provisions for liabilities	-	-	
Total net assets or (liabilities)	784,145	764,658	
The funds of the charity:			
Endowment funds	101,537	88,867	
Restricted income funds	213,216	212,183	
Unrestricted funds	469,393	463,608	
Revaluation reserve	-	-	
Total unrestricted funds	469,393	463,608	
Total charity funds	784,146	764,658	17

This Financial Report for the year ended 31st December 2021, including the notes following, was approved by the PCC and signed on its behalf by The Revd. Willem Mauritz.

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Date

The Parochial Church Council of St John the Evangelist, Copthorne

Notes to the Financial Report

1 Accounting policies

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 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.

Funds accounting

Funds held by the PCC are:

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

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

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.

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.

Charitable activities

Statutory fees for weddings and funerals are recognised when the office occurs. Rental fees are recognised in accordance with the rental agreement, when receipt is probable.

Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b - in the case of concerts: for the year in which the event occurs, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place.

Magazine advertising income is recognised when the magazine is published.

Rents from property are recognised in accordance with the rental agreements, when receipt is probable.

Investment income

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

The Parochial Church Council of St John the Evangelist, Cophorne

Notes to the Financial Report

All other income

All other income is recognised in accordance with the above overall policy.

Gains and losses on investments

Realised gains are recognised when the investments are sold.

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

Expenditure

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

Grants

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

Church activities

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 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.

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 furnishing held by the Vicar 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 other property acquired prior to 2000 there is insufficient cost information available and therefore the cost of such assets is not stated in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £2000 are written off in the year they were incurred.

Depreciation

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

Land and buildings	Nil
Ride on lawnmower	33%
Fixtures and fittings	25%
Audio visual equipment	25%
Office equipment	33%

No depreciation is provided on freehold buildings as the useful economic life of these assets exceeds 50 years and residual values so high that potential depreciation would be immaterial. It is the PCC's policy to maintain these assets in a continual state of sound repair. Resulting from regular impairment reviews, provision will be made if there has been any permanent diminution in value.

Investments

Investments are stated at market value at the balance sheet date.

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors, less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

The Parochial Church Council of St John the Evangelist, Copthorne

Notes to the Financial Report

2 Analysis of income and endowments

	Unrestricted Fund	Restricted Fund/s	Total Funds 2021	Total Funds 2020	Notes
	£	£	£	£	
Planned giving (excl. tax refunds)	60,523	335	60,858	69,102	
Loose cash collections	10,246	-	10,246	10,033	
Other special appeals	1,638	-	1,638	4,085	
Gift Aid recoverable	26,176	75	26,251	18,884	
Legacies	10,000	-	10,000	6,000	
Grants	1,100	750	1,850	30,745	
Donations and legacies	£109,684	£1,160	£110,844	£138,849	
Fees for weddings & funerals	10,208	-	10,208	6,915	
Charitable activities	£10,208	-	£10,208	£6,915	
Fund raising	2,713	-	2,713	11,848	
Parish hub hiring fees	21,902	-	21,902	36,816	
Magazine advertising fees	11,671	-	11,671	12,286	
Other trading activities	£46,488	-	£46,488	£36,286	
Bank & CBF deposit interest	682	1,933	2,614	2,697	
CBF investment fund dividend	-	-	-	-	
Investments	£682	£1,933	£2,614	£2,697	
Other receipts	-	-	-	-	
Total income and endowments on all funds	£167,062	£3,093	£170,154	£184,747	

The Parochial Church Council of St John the Evangelist, Copthorne

Notes to the Financial Report

3 Analysis of expenditure

	Unrestricted Fund	Restricted Fund/s	Total Funds 2021	Total Funds 2020	Notes
	£	£	£	£	
Special appeals costs	-	-	-	-	
Stewardship costs	-	-	-	-	
Other fundraising costs	25	-	25	30	
Cost of raising funds	£25	-	£25	£30	
Charitable grants and donations	1,751	-	1,751	1,578	4
Mission & evangelism costs	1,508	-	1,508	2,136	
Diocesan parish share	74,035	-	74,035	74,000	
Clergy and other people's expenses	784	-	784	433	
Salaries and honoraria incl NI	12,611	1,609	14,220	17,854	
Upkeep of services	3,091	-	3,091	672	
Church running costs	15,964	-	15,964	14,696	
Church maintenance and repair	905	266	1,171	1,936	
Upkeep of churchyard	45	1,076	1,121	1,820	
Parsonage costs	3,167	-	3,167	3,427	
Depreciation	6,065	-	6,065	-	11
Governance	275	-	275	250	9
Cost of charitable activities	£120,200	£2,951	£123,152	£118,802	
Parish hub running costs	23,880	-	23,880	25,974	
Wedding & funeral fees & costs	3,700	-	3,700	2,901	
Parish magazine costs	11,228	-	11,228	10,154	
Fundraising costs	1,249	-	1,249	448	
Support costs	-	-	-	-	
Loan interest	-	104	104	299	
New build/major works church	-	-	-	-	
Cost of other trading activities	£40,057	£104	£40,161	£39,777	
Total expended on all funds	£160,282	£3,055	£163,337	£158,609	

The Parochial Church Council of St John the Evangelist, Copthorne

Notes to the Financial Report

4 Missionary and charitable giving

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2021	<i>Total Funds 2020</i>	Notes
	£	£	£	£	£	
<i>Church Mission Society - Rehema</i>	930	-	-	930	992	
<i>Royal British Legion</i>	-	-	-	-	-	
<i>Water Aid</i>	-	-	-	-	67	
<i>Diocese induction</i>	-	-	-	-	-	
<i>Christian aid</i>	-	-	-	-	-	
<i>Compassion UK</i>	411	-	-	411	377	
<i>Tearfund</i>	400	-	-	400	142	
<i>Other charities</i>	10	-	-	10	-	
	1,751	-	-	1,751	1,578	

5 Staff costs

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2021	<i>Total Funds 2020</i>	Notes
	£	£	£	£	£	
Remuneration						
<i>Wages, salaries, tax, NI and pension costs</i>	12,611	1,609	-	14,220	35,798	
<i>Redundancy and payments in lieu of notice</i>	-	-	-	-	3,189	
	12,611	1,609	-	14,220	38,987	

No person received remuneration in excess of £60,000.

6 Payments to PCC members

Mrs L Dawson received £450 in her role as vergers. Mr N Cramp received £3,340 as an employee of the church.

Other payments were made to PCC members in the year for reimbursement of expenses incurred on behalf of the PCC:

- Clergy support: Council tax £2,821, water £346, travel and other miscellaneous expenses £784.
- Three PCC members received reimbursement for administrative, fundraising and maintenance expenses amounting in total to £518.

The Parochial Church Council of St John the Evangelist, Copthorne

Notes to the Financial Report

7 Related party transactions

At 31 December 2021 the PCC, of which Mr E Livesey is a trustee, owed Mr & Mrs E Livesey £nil (2020: £5,000).

8 Transactions with related charities

St John's Sunshine Pre School is a separate charity, a related party to this PCC. During 2021 £5,108 (2020: £1,385) was paid to St John's Church from St John's Sunshine Pre School for use of the Parish Hub and for parish magazine adverts.

9 Governance

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2021	<i>Total Funds 2020</i>	Notes
	£	£	£	£	£	
<i>Independent examination</i>	275			275	250	
	275	-	-	275	250	

10 Transfers between funds

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2021	<i>Total Funds 2020</i>	Notes
	£	£	£	£	£	
<i>Transfer for building loan</i>	-	-	-	-	-	
<i>Transfer for churchyard expenses</i>	(995)	995				
	(995)	995	-	-	-	

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Notes to the Financial Report

11 Fixed assets

a Investments

	Unrestricted <u>Fund</u>	Restricted <u>Fund/s</u>	Endowed <u>Fund/s</u>	Total Funds <u>2021</u>	Notes
	£	£	£	£	
Market value 1 January 2021	-	-	88,867	88,867	
Disposals at carrying value	-	-	-	-	
Purchases at cost	-	-	-	-	
Net gains and revaluation	-	-	12,670	12,670	
Market value 31 December 2021	-	-	£101,537	£101,537	

b Tangible fixed assets

	Freehold land <u>and buildings</u>	Mower <u>equipment</u>	Audio visual <u>equipment</u>	Total fixed <u>assets</u>	Notes
	£	£	£	£	
Cost or valuation					
At 1 January 2021	588,777	2,385	-	591,162	
Additions	-	-	24,261	24,261	
Disposals	-	-	-	-	
Revaluation	-	-	-	-	
At 31 December 2021	588,777	2,385	24,261	615,423	
Charge for impairment					
At 1 January 2021	-	(2,385)	-	(2,385)	
Additions	-	-	(6,065)	(6,065)	
Disposals	-	-	-	-	
Revaluation	-	-	-	-	
At 31 December 2021	-	(2,385)	(6,065)	(8,450)	
Net book amounts					
At 31 December 2021	588,777	-	18,196	606,973	
<i>At 31 December 2020</i>	<i>588,777</i>	<i>-</i>	<i>-</i>	<i>588,777</i>	

The freehold land and buildings comprise the Parish Hub building. The historical cost of this property was £588,777. In the opinion of the PCC its current market value is estimated to be in excess of the historical cost.

The Parochial Church Council of St John the Evangelist, Copthorne

Notes to the Financial Report

12 Net assets by fund

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2021	Total Funds 2020	Notes
	£	£	£	£	£	
Fixed assets for church use	428,509	178,464	-	606,973	588,777	
Investment fixed assets	-	-	101,537	101,537	88,867	
Current assets (except cash)	8,620	-	-	8,620	21,880	
Cash at bank and on deposit	39,002	38,757	-	77,759	81,066	
Current liabilities	(10,743)	-	-	(10,743)	(15,932)	
Long term liabilities	-	-	-	-	-	
	£465,387	£217,221	£101,537	£784,145	£764,658	

13 Debtors

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2021	Total Funds 2020	Notes
	£	£	£	£	£	
Income tax recoverable	5,676	-	-	5,676	8,089	
Prepayments and accrued income	-	-	-	-	11,958	
Other debtors	2,944	-	-	2,944	1,834	
	£8,620	-	-	£8,620	£21,880	

14 Creditors: amounts falling due within one year

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2021	Total Funds 2020	Notes
	£	£	£	£	£	
Deferred income	-	-	-	-	2,170	
Accruals for utilities and other costs	6,776	-	-	6,776	7,826	
Other creditors	3,967	-	-	3,967	5,936	
	£10,743	-	-	£10,743	£15,932	

The Parochial Church Council of St John the Evangelist, Copthorne

Notes to the Financial Report

15 Creditors: amounts falling due after one year

	Unrestricted <u>Funds</u>	Restricted <u>Fund/s</u>	Endowed <u>Fund/s</u>	Total Funds <u>2021</u>	Total Funds <u>2020</u>	Notes
	£	£	£	£	£	
Other creditors	-	-	-	-	-	
	-	-	-	-	-	

16 Comparatives for the statement of financial activities

	Unrestricted <u>Fund</u>	Restricted <u>Fund/s</u>	Endowed <u>Fund/s</u>	Total Funds <u>2020</u>
	£	£	£	£
Income and endowments from:				
Donations and legacies	134,184	4,665	-	138,849
Charitable activities	6,915	-	-	6,915
Other trading activities	36,286	-	-	36,286
Investments	839	1,858	-	2,697
Other receipts	-	-	-	-
Total income	178,224	6,523	-	184,747
Expenditure on:				-
Raising funds	30	-	-	30
Charitable activities	107,753	11,048	-	118,801
Other trading activities	39,478	299	-	39,777
Other expenditure	-	-	-	-
Total expenditure	147,231	11,347	-	158,608
Net gains (or losses) on investments	-	-	5,699	5,699
Net income or (net expenditure)	30,993	(4,824)	5,699	31,838
Transfers between funds	(6,307)	6,307	-	-
Other recognised gains/(losses):				
Gains/(losses) on revaluation of fixed assets	-	-	-	-
Other gains/(losses)	-	-	-	-
<i>Reconciliation of funds:</i>				
Net movement in funds	24,686	1,483	5,699	31,838
Total funds brought forward	438,952	210,700	83,168	732,820
Total funds carried forward	463,638	212,183	88,867	764,658

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Notes to the Financial Report

17 Statement of funds

Fund income and expenditure and final balances are as follows:

	Balances b/fwd 1 Jan 2021	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2021
	£	£	£	£	£
Faith Arnold trust	48,514	-	-	6,940	55,454
Payne grave fund	300	-	-	-	300
Churchyard trust	40,053	-	-	5,730	45,783
Total of all endowed funds	88,867	-	-	12,670	101,537
Fabric fund	3,359	1,059	(266)	-	4,152
Annex fund	50,964	403	(168)	-	51,199
Building fund	157,860	5	-	-	157,865
Churchyard fund	-	1,627	(2,622)	995	-
Total of all restricted funds	212,183	3,094	(3,056)	995	213,216
General fund	48,421	167,062	(160,282)	(995)	54,206
Designated building fund	410,313	-	-	-	410,313
Legacy fund	4,874	-	-	-	4,874
Total of all unrestricted funds	463,608	167,062	(160,282)	(995)	469,393
Total funds	£764,658	£170,156	£(163,338)	£12,670	£784,146

Explanation of funds

Endowed funds are required by the donors to be invested and the income spent on specific objectives

The Faith Arnold trust is a permanent endowment, invested in CBF Investment Fund shares, which requires the income to be spent on the maintenance and improvement of the church building.

The Payne grave fund is a permanent endowment, invested in CBF Investment Fund shares, which requires the income to be spent on the maintenance of the churchyard.

The Churchyard trust is a permanent endowment, invested in CBF Investment Fund shares, which requires the income to be spent on the churchyard and outdoor areas.

Restricted funds are not invested permanently but are to be spent within reasonable timescales.

The Fabric Fund is restricted to the maintenance and improvement of the church building.

The Annex fund is restricted to the *Link* project to extend the church building, increase the space available for worship and provide a more flexible and functional space. The Building fund is restricted and was used to fund the development of the church office.

The Churchyard Fund is restricted to the maintenance of the churchyard and outdoor areas.

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides. The unrestricted fund includes amounts designated for the building of the Parish Hub, and also an unrestricted legacy which has been set aside for specific uses to be determined by the PCC.