

ST MARY'S AND ST FRANCIS PAROCHIAL CHURCH COUNCIL ANNUAL REPORT FOR 2020

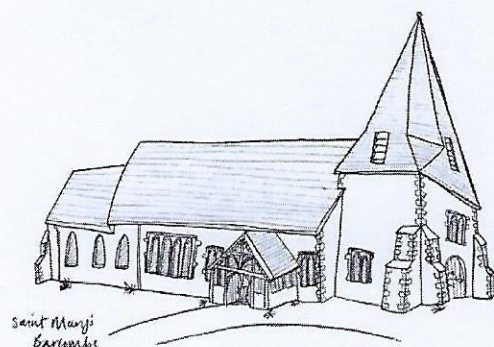
2020 ANNUAL REPORT AND ACCOUNTS

for the Parochial Church Council of

St Mary and St Francis, Barcombe

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Website: www.barcombe.net/church/

Incumbent: Vacant – the parish is in interregnum

Independent examiner: Mr Paul Robinson MAAT FCIE, Independent Examiners Ltd,
Unit 2, The Broadbridge Business Centre, Delling Lane, Bosham,
PO18 8NF

Principal Bankers: CAF Bank Ltd, Kings Hill, West Malling ME19 4TA

Registered Charity no: 1159084

ST MARY'S AND ST FRANCIS PAROCHIAL CHURCH COUNCIL ANNUAL REPORT FOR 2020

Our aims and purposes

- Promoting the gospel of Jesus Christ according to the doctrines and practices of the Church of England
- Promoting the whole mission of the church – pastoral, social, evangelistic and ecumenical
- Knowing Jesus better and making Him better known
- Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay
- Providing financial support to those in need and to other organisations with similar objectives

What we planned to do to achieve our objectives

- ❖ Worship God and proclaim His Gospel
- ❖ Listen to God in prayer
- ❖ Link with the wider community
- ❖ Support and educate the people of Barcombe in the Christian faith, especially the young
- ❖ Maintain church property

How did we do?

Things did not turn out as planned. Not at all. Let the Churchwardens' report and the other reports speak. Covid 19 intervened in March. James Hollingsworth, our beloved rector of nineteen years, removed to Seaford in August. Despite all this, even one might say as a result of all this, the worship and proclamation of the gospel reached more people. Monthly *Inspire* prayers continued at the start of the year and later Heather Shephard led prayers each Saturday morning on Zoom as we prayed our way through the pandemic and the interregnum. The response to James's departure demonstrated how the church had related to the wider community, perhaps more than we had realised. We quickly set up a relief fund to help those in Barcombe who have suffered most as a result of the Covid pandemic. We reached out to families and the young in ways not previously thought of whilst we continued to maintain our churchyards and buildings. We conducted ten funerals but no weddings during the year. The Parochial Church Council is hugely indebted to Heather Shephard and Ian Pounce, our churchwardens, whose workload has increased beyond measure because of the pandemic and interregnum.

Churchwardens' Report

A different year

This was a very different year and one we will not forget. Between January and March 2020, life continued as normal until Covid 19 and the first Lockdown. This started the experiments with different technology to live-stream to Facebook. Morning and evening prayer, led by our rector, James Hollingsworth, ably assisted by Fiona Pearl and Janice Bartholomew, became part of daily routine, bringing reassurance and encouragement to many. A "Thought for the Day" was contributed by different people in the congregation and could be found on the church website.

During the spring and early summer we were not able to use the church buildings so James live-streamed the Sunday services from his study or the rectory garden with assistance from his family. It was a relief to go

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back into the church in the summer for Sundays but with limited numbers and all socially distanced. Also, the church was opened for private prayer on two mornings per week.

Farewells

James. After 19 years as our rector, in August we said farewell to James and the Hollingsworth family with a special service which overflowed outside the church, followed by a drive-by in the village so the community could all see them off. Apparent from the turn-out was James's impact on the whole community of Barcombe – he was known and loved by many from outside the regular worshipping congregation.

Nathan. Due to distance and other commitments our regular organist Nathan was no longer able to attend.

Interregnum and lockdown

After James's departure in August, Fiona, Janice, Chris Lear and Neil Milmine formed a team with the wardens to organise services, weddings and funerals.

Ali Brown's monthly Palm club became a virtual activity in the periods of lockdown. Ali helped to develop outreach assemblies by video to six local schools and assisted in running the Barcombe Bunnies toddler group with fifteen children from eight families

Palm club had eight children attending regularly. Weekly schools assembly videos started in September and reached about 700 children.

Communication was important during the pandemic and Bridget Cross did a wonderful job of gathering information and producing the Barcombe Bulletin via email each week.

Thanks:

- to Graham Tomsett for locking and unlocking St Mary's
- to the many who contributed to services and Thought-for-the-Day
- to the musicians and particularly the singers who were the only ones allowed to sing in services.
- to all who contributed to the running of the church – the lockers and unlockers, cleaners, PCC members, pastoral team, flower arrangers, Barcombe News team, welcomers and vergers and all who assist in many other ways.
- to members of the Buildings Committee and Alan Cannings for work done to maintain the fabric.
- to Andy Lamont and Eb Cottingham for excellent work maintaining our beautiful church yards.
- to Chris Lear and Jamie Lear for operating the technology
- to Neil for the recorded services he produced in the subsequent Lockdown.
- to Sarah, Anna, Susanna and Stephen for their creativity in leading Morning Worship.
- to Ali Brown for all her marvellous work with and for the children and families
- to Bridget Cross for her weekly bulletin

It is hard to fully appreciate all the small ways people contribute to the church community, but each action is valuable in God's sight. Thank you all!

Heather Shephard, Ian Pounce - Churchwardens

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Safeguarding Report

Recognition. At St Mary's Church, Barcombe, we recognise that the few who are determined to harm children or adults deliberately seek out groups or organisations where they can meet children or other vulnerable people. The Church is particularly vulnerable to these people. Creating and maintaining a safeguarding culture will discourage them from becoming involved for the wrong reasons and make it difficult for them to harm or abuse children or adults if they do. Our church website <https://www.barcombe.net/church/> has links to websites and further Safeguarding policies and information.

During the interregnum, the PCC has worked with the churchwardens and me to ensure that all information about safeguarding matters is securely stored before passing the information on to the new incumbent when he takes up his new role.

Due regard. The PCC has complied with the duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance. Because of the interregnum, I completed the Declaration of Past Cases in October for the national Past Cases Review to the best of my knowledge, ensuring that all files were critically reviewed and collective parish memory thoroughly explored to ensure that a thorough examination of safeguarding in the parish of St Mary's, Barcombe was completed.

Diocesan support. Safeguarding at St Mary's Barcombe has continued to be supported by the diocesan team, particularly with concerns raised over the Free Cake Café and the 'Pop up Christmas choir'. Victoria Martin (Diocesan Safeguarding Officer) has given valuable safeguarding advice and support to the parish.

Priority. The leaders and volunteers working with our church groups have been safely recruited according to the Church's national guidance and we have done our best to ensure they have received the level of training required by the Church. Throughout the interregnum, safeguarding has remained a priority for our parish. The Diocese has updated its policies and training, details of which can be found on the diocesan website.

Training. The diocese is responsible for the provision of safeguarding training and I have encouraged online training to be completed – which all members of our PCC and many other church members have either done or updated this year, at an appropriate level.

Amanda Hill, Parish Safeguarding Officer

Treasurer's Report

Consequences of pandemic. The year 2020 will go down in the history books as a time when Saint Mary's and St Francis Barcombe had to deal with a global pandemic with significant consequences for Church Finances. With both Churches being closed from March 2020, without normal services and no Church

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bookings, there was an expected fall off in PCC Fees, service collections normally gathered from congregants as well as from our regular bookers.

Parish Giving Scheme. This decline in cash revenue was offset to some extent thankfully by the Parish Giving Scheme which has helped us to maintain our Church accounts in a reasonable order as well as enabling us to meet the ongoing financial demands to support the fabric of both Churches and to continue to pay for the ongoing utility obligations as well as our Interparish Children's and families' support worker.

Support for diocese. Despite that downturn in income we have been able to continue to support the Deanery and Diocese through continuing to meet our full Parish Ministry Contribution which during 2020 amounted to £74,074. This has been achieved through the prudent allocation of Church funds and by dipping into our Church reserves.

Thanks. I would like to take this opportunity to thank all our wonderful church family members who have continued to support the ongoing work and ministry costs associated with the running of both Saint Mary's and Saint Francis churches. I would also like to extend sincere appreciation to all the members of our parish who assist in so many ways through their tireless and unselfish voluntary support. Without you all we could not continue in the manner that we do.

Finally, I would like on behalf of you all, to say a special word of thanks to Steve Brentnall, our Church Accountant and Charities Consultant, for the precision and rigour he brings to our Financial affairs.

Andrew Lamont, Hon Treasurer

Children's Ministry

Effect of pandemic. It is interesting to reflect on 2020 through the lens of where the Children's Ministry role is now in this third Lockdown (at the time of writing) and where it was a year ago at this point. Up until Mothering Sunday on 22 March 2020, when James Hollingsworth and I did a joint live-streamed service from St Francis, I had been involved in two Free Cake Cafés, two weekly school assemblies, two school clubs, two toddler groups, RE lessons, faith councils and was planning the Newick Holiday Club. The Pandemic put an abrupt stop to all of this and resulted in a rapid change of plan to keep families and children engaged.

As with mostly everything else, the bulk of the ministry went online and I began daily livestreams and created various virtual Sunday clubs – Spring, Summer, Winter, New Year Clubs, 4 o'clock club followed by Zoom. I have also been producing 10-minute videos each term time for six Primary schools and we have re-named the Barcombe Toddler Group to 'Barcombe Bunnies', meeting by Zoom, with craft packs in the last half term.

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Live contact. I was able to keep 'live' contact with many families by regularly dropping off pre-prepared packs. So far about 130+ packs have been made up and delivered. We have also had a 'Mums' night outside' when the rules were relaxed, a trip to Knockhatch Farm on one of the hottest days of the year, a Belly dancing night and a virtual pamper night. I am very grateful to Fletching school for allowing me back to do live assemblies once a week from September to December and was also invited into Chailey Primary school from November to December.

Palm Club. Having spent hours reading regulations and coming up with Covid risk assessments, we were able to reopen Owls and Palm Clubs for September to December and reopened the Barcombe Toddler group in November before the January Lockdown.

God at work. So, the past year has been all about trusting God and adapting rapidly to each new scenario and trying to predict a little in order to plan ahead. The popularity of Owls and Palm Club in Sep-Dec showed that the families were still engaged in Church life and the number of families still tuning in despite screen overload to the latest New Year Club again demonstrates the loyalty of many families. The delivery of all the packs has allowed me to develop a closer bond with many families and the regular contact I have maintained with the Primary Schools shows me that when allowed, I will be welcomed back in again. We also now have a Network of five local Toddler Groups, of which I am the Coordinator and Zoom once a month to keep in contact.

Although this year has been tough and weird, I unequivocally believe that God has been at work in an amazing way and that when we are able to meet back together, relationships will have been strengthened and this Ministry will grow even stronger as a result of this past year.

Summary of Positives in a Pandemic:

- Virtual Live streams have connected families from all three parishes and beyond
- Delivered packs have created a stronger bond with individual families
- Owls and Palm Club members are connected via WhatsApp
- Barcombe, Chailey, Fletching, Hamsey, Newick, and Plumpton Primaries have had access to Christian videos
- Barcombe Bunnies baby and toddler group has a stronger group identity
- There is a network of local Toddler groups all sharing ideas and supporting each other
- Both Owls and Palm club children have worked together to record videos, including the Lord's Prayer.
- More time has been devoted to reaching families via social media/email

Ali Brown, Children's and Families' Support Worker

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Barcombe Church Worship Group

The year 2020 has been a difficult time. We have supported our leadership when required. This may be live or recorded music. We are a small group of eight musicians, three guitars/vocals, two flutes/vocals, one keyboard/vocal, one vocal and one percussionist. We have visiting organists who either augment or solo worship. Our desire is to have a bigger pool of musicians to allow diversity of music. We have choral members who can be a choir or assist worship. Our downside is losing young members to further education. Our choir is aged but willing and are used at big services. When we are able, we look forward to being able to provide corporate worship.

Graham Tomsett, Worship Group leader

Sunday School

Sunday school has been fairly minimal this year due to the lockdowns and church closures. We have resorted to running one group consisting primarily of Pounce young people and Scarlett. The teenagers have helped with this sometimes. We'd like to welcome the families that Ali is in contact with and build up from her regular Palm Club members.

Sarah Lear

Church grounds

Voluntary help. Once again it is a joy to report that the bulk of the work to maintain the three substantial properties mentioned above has in the main been made possible with the voluntary help and support of a few dedicated individuals. Particular thanks to Mary Duncan, Clive and Rowena Williams, and Ruairi Lamont without whose assistance, none of these properties would show the love, care and attention they currently do.

Thanks. We all must thank Paul and Janet Thain whose efforts to maintain the new grave section at St Mary's are so much appreciated. Thanks also to Nick Lear and the environmental group who take care of Saint Bartholomew's and to Rowena and Clive Williams who keep an eye on Saint Francis. Also, I celebrate the return of an invigorated and reengineered Eb Cottingham after his operation, whose recent efforts at Saint Mary's have restored much of the order lost during his convalescence. Thanks also to John Simpson, Sarah Wheatley, and Jon Addyman for their assistance.

A form of worship. Especially during this time of lockdowns these sacred spaces have reached out to so many strangers who enjoy the peace and tranquillity that they find in our beloved Church grounds. This is a different form of worship and no less sustaining.

Andrew Lamont

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Family Support Work

Thank you to everyone who donated so generously to Family Support Work, a diocesan charity we support, based in Brighton, helping families in need throughout the diocese.

Generosity. Their work has been more vital than ever during the Covid-19 pandemic and FSW is very grateful for the generosity of churches such as ours, donating groceries and toiletries which are given to families in need. FSW has been particularly grateful for financial donations enabling their practitioners to continue supporting families with individual visits, group meetings, food deliveries and children's activities.

Contact me. This has been a very challenging time for FSW, and they rely on the support of churches to provide this vital service. Please contact me if you would like to know more about how you can help FSW or look on their website: <https://www.familysupportwork.org> for more details about the charity.

Fiona Pearl

Mission Action Committee

Charities and missions supported in 2020:

- Southover Counselling
- The Mission House
- St Ann's hospital, Liuli
- Indian Christian Mission
- Bevern Trust
- Peru People
- The Bible Society
- Open Doors
- Vaughan family
- Farmer's Network
- Pippa's Group
- Family Support Work

Each organisation received £500 with a total of £6000 distributed.

Kate Tiffin

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Caring and Sharing

It has been a different year for all of us but Carers and Sharers have continued to support our projects enthusiastically and steadfastly. The Annual newsletters have been distributed to members.

Our three projects continue to be:

- **Amara House**, Fundatia New Life, Romania: This is home to young adult men with severe learning difficulties who are able to live in a homely and caring environment. We have regular updates from the Manager, Marius Istrate, who also visits the UK from time to time and updates us on what is happening at the home. A recent Zoom Lent Lunch with Marius and the boys took place, and it was lovely to see the boys in their own home interacting with us from Sussex.
- **Clergy pensions in Rwanda**: Elderly retired clergy receive their only income from Caring and Sharing and these clergy are also often supporting large extended families.
- The **Steve Willis Memorial Fund** uses our donations to drill boreholes in Northern Uganda to provide clean, safe drinking water for rural villages. They also assist in building latrines and teaching public health and in running sanitation programmes.

Sadly, some of our members have died this year and we are so grateful for all their support over many years. Our contributions this year were £686 plus £270 raised at our Lent Lunch in St. Francis Church. The Lent Lunch was very well attended and enjoyed. Proceeds were shared between Amara House and The Steve Willis Fund. Some members now give directly through Bank transfer and these amounts are not included. We continue to have a dedicated group of Carers and Sharers and I am very grateful for their ongoing support.

Sarah Wheatley

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Financial Review

Incoming and outgoing resources

- **Small surplus for the year.** The General Fund budget for 2020 already showed a projected deficit of £10,500 before most of the Parochial Church Council's activities were adversely affected by the Covid 19 pandemic. Even so, overall unrestricted voluntary income was virtually the same as in 2019. With total unrestricted expenditure about £2,500 less than in 2019, the General Fund ended the year with a small surplus of £656 after accounting for a gain of £2,359 in the value of investment assets. The net movement across all funds in 2020 was an increase of £4,300 compared to an increase of £6,200 in the previous year.
- **Donations and legacy income.** Although collections at services dropped by 80%, this was compensated by some large one-off donations.
- **Other income.** Due to the lockdowns and other social distancing measures, fee income from weddings and funerals fell by a third. Income from the hire of the two church halls fell from £4,529 in 2019 to £1,030 in 2020.
- **Expenditure down by £2,500.** There was a reduction in unrestricted expenditure, some of which was due to the effects of lockdown during the pandemic. During that period, the opportunity was taken to complete maintenance work at St. Francis church costing about £4,700 and charged to the Designated Fabric Fund.
The largest item of expenditure was the Parish Share paid to the Diocese of £74,040 (2019 = £71,880). Once again, Barcombe paid the full amount requested by the Deanery.
- **Barcombe Relief Fund launched in 2020.** The PCC launched a relief fund for those suffering adverse financial consequences of the pandemic. A total of £7,100 was donated, as shown in the Restricted Gift Fund in note 9. £1,180 had been distributed from the fund by the end of December 2020.
- **Mission support maintained = £6,000.** The PCC distributed a proportion of unrestricted regular voluntary income through the PCC's Missionary Action Committee.
- **2021 Budget shows another deficit of £13,500.** The projected deficit in 2021 includes the third year's cost of the Interparish Worker as well as a small increase in our Parish Share. Levels of income are not expected to increase to pre-pandemic levels in 2021.

Reserves Policy

The PCC seeks to maintain a balance of liquid assets on unrestricted funds calculated in two parts:

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1. Approximately six months' worth of unrestricted general fund payments as a contingency against unforeseen situations (£54,000 in 2020) and
2. A provision for the maintenance of the fabric of the church to meet costs arising every five years following the Church Architect's Quinquennial inspection of the building (estimated at £5,000 per annum).

The total of the unrestricted liquid assets held at the year-end was approximately £88,000 including an amount of £21,500 designated for use for the maintenance of the fabric and £2,000 to support the Mission Action Plan. The remaining amount £64,500 is about £10,500 more than the required amount under the PCC policy. This sum is likely to be used to part-fund the budgeted deficit for 2021.

It is PCC policy to invest funds balances with the CBF Church of England Investment Fund, the CBF Church of England Fixed Interest Securities Fund and the CBF Church of England Deposit Fund.

Administrative information

• General

In all we do, we take account of the Charity Commission's guidance on public benefit and the specific guidance on charities for the advancement of religion. The parish of St Mary and St Francis, Barcombe has two church buildings: St Mary's, Church Road and St Francis in the High Street as well as the church yard at St Bartholomews, Spithurst. We are in the Diocese of Chichester within the Church of England.

• Structure, governance and management

Parochial Church Council. Church Members are encouraged to stand for election to the Parochial Church Council (PCC) and we look for a balance of skills & experience. The PCC is registered with the Charity Commission (No. 1159084) under the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956. Membership is determined under the Church Representation Rules. Membership consists of ex-officio members - the rector, the churchwardens, the members of the Deanery Synod, and up to twelve members of the church who are elected at the Annual Parochial Church Meeting (APCM) or later co-opted. The PCC is responsible for the overall wellbeing, practical as well as spiritual, of the church, the church members, and the church buildings. The PCC also has a duty to promote the mission of the church within the wider community.

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

Ex officio members

Incumbent:	The Revd. James Hollingsworth, Chair (until September 2020) The Rev'd Paul Mundy (until Nov 2020)
Wardens:	Mrs Heather Shephard Mr Ian Pounce
Deanery Synod representatives:	Mr Chris Lear Mrs Fiona Pearl

Elected and co-opted members

Mr Jon Addyman (due to retire 2021)

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Mrs Miriam Austin, Hon Secretary (due to retire 2021)
Mr Alan Cannings (due to retire April 2021)
Mr Ebenezer Cottingham (due to retire 2023)
Mrs Amanda Hill, Safeguarding officer (retired and co-opted Nov 2020)
Mrs Anna Hardy (retired October 2020)
Mr Andrew Lamont, Hon Treasurer (co-opted Nov 2020)
Mr Christopher Lear (retired and co-opted Nov 2020)
Mr Nick Lear, (due to retire April 2022), Vice-chair
Mrs Rosemary Milmine (from Oct 2020)
Mrs Charlotte Mitchell (from Oct 2020)
Mrs Fiona Pearl (co-opted Nov 2020)
Mrs Kate Tiffin (due to retire 2021)
Mr Graham Tomsett (until Oct 2020)
Mrs Wendy Vaughan (resigned March 2021)
Mrs Ruth Zlattinger (until Oct 2020)

How is the PCC made up? Membership of the Parochial Church Council is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and up to twelve members of the church who are normally elected at the Annual Parochial Church Meeting (APCM) but may also be co-opted as occasion requires. We try to ensure a balance of skills and experience. Church members are warmly encouraged to stand for election to the PCC.

What is it for? The PCC is responsible for a wide range of matters affecting the Parish Church, including compliance with health & safety and disability legislation and child protection. In our capacity as trustees, members of the PCC are responsible for the stewardship of funds and for the appropriate accounting and reporting of the parish finances. The PCC works to ensure that each member is equipped to fulfil the role.

New members. New members of the PCC are quickly included and fully involved with their roles and responsibilities at the first PCC meeting after their election or co-option. The PCC secretary and Honorary Treasurer are elected at the first meeting after the Annual Parochial Church Meeting.

Education for members. The PCC secretary, the Treasurer and the Churchwardens all attend courses run by the diocese on their particular work and courses are also available to members generally. Regular mailings from the diocese keep the officers up to date with changes in church regulations and financial procedures and these are reported to the whole PCC as appropriate.

Safeguarding. The PCC has appointed Mrs Amanda Hill as Safeguarding Officer. She is responsible for ensuring that Disclosure and Barring Service (DBS) checks are carried out on all those who work with children and vulnerable adults in the church. The PCC has adopted the Diocesan Policy which is available from the church website or a hard copy can be found in both St Francis and St Mary's. The Parish Protecting Policy statement is pinned up in both churches. Members of the PCC have done online training (CO or above). We have been certified as having met the requirements.

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Accountant. The PCC has appointed Mr Stephen Brentnall as its accountant. The PCC thanks the honorary treasurer Andrew Lamont for his endless assistance with the church finances throughout 2020 and Ben Williams-Thomas for his assistance with gift aid.

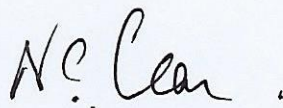
Committees. Committees report to the PCC and are responsible for specific areas of the church's activities:

- ❖ **The Standing Committee** has the power to transact the business of the PCC between its meetings, subject to any direction given by the full PCC.
- ❖ **The Buildings Committee** deals with the fabric of St Mary's and St Francis'.
- ❖ **The Missionary Action Committee** oversees the giving of a tithe of the income to various charities and keeps the congregation informed of the activities of these charities through guest speakers, prayers and information.
- ❖ **The Youth Committee** oversees the youth work of the Church.

Risk Assessment

The major risks to which the council has been exposed have been identified by a risk analysis exercise carried out by PCC members. The risks have been reviewed and systems and procedures have been established to manage the risks.

Signed on behalf of the Parochial Church Council by Mr Nick Lear, Chairman



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Date: 12th April 2021

BARCOMBE PAROCHIAL CHURCH COUNCIL

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

This report on the financial statements of the Barcombe Parochial Church Council for the year ended 31st December 2020, which are set out on the following pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the regulations') and s.145 of the Charities Act 2011 ('The Act').

Respective Responsibilities of the PCC and the Examiner

As the members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of Regulations and section 144(2) of the Charities Act 2011 (the Act) does not apply. It is my responsibility to issue this report on those financial statements accounts in accordance with the terms of the Regulations.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145 (5)(b) of the Act and to be found in the Church Guidance, 2006 edition, issued from the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering 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 matter has come to my attention:

1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the requirements of the Act, and the Regulations have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mr Paul Robinson MAAT FCIE
Independent Examiners Ltd
Unit 2, The Broadbridge Business Centre
Delling Lane
Bosham
PO18 8NF



Dated:

05/05/21

BARCOMBE PAROCHIAL CHURCH COUNCIL (PCC)

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


		Unrestricted Funds	Restricted Funds	Endowment Funds	<u>TOTAL FUNDS</u>	
					2020	2019
Note		£	£	£	£	£
Income and endowments from:						
	Donations and legacies	2(a) 98,364	19,286	0	117,650	115,510
	Charitable activities	2(b) 3,809	0	0	3,809	5,804
	Other trading activities	2(c) 6,408	8,270	0	14,678	21,673
	Investments	2(d) 1,449	0	323	1,772	1,984
TOTAL INCOME						
		110,030	27,556	323	137,909	144,971
Expenditure on:						
	Raising funds	3(a) 0	0	0	0	435
	Charitable activities	3(b) 116,469	19,818	323	136,610	144,083
TOTAL EXPENDITURE						
		116,469	19,818	323	136,610	144,518
	Net gains/(losses) on investments	5 2,359	0	643	3,002	5,818
NET INCOME/(EXPENDITURE)						
		(4,080)	7,738	643	4,301	6,271
	Transfers between funds	0	0	0	0	0
NET MOVEMENT IN FUNDS						
		(4,080)	7,738	643	4,301	6,271
Reconciliation of Funds						
	Fund Balances brought forward at 1st January 2020	93,119	230	10,488	103,837	97,566
BALANCES CARRIED FORWARD AT 31st DECEMBER 2020						
		89,039	7,968	11,131	108,138	103,837

BARCOMBE PAROCHIAL CHURCH COUNCIL (PCC)

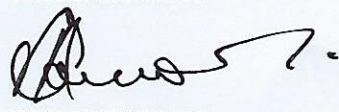
BALANCE SHEET AS AT 31st DECEMBER 2020

	Note	2020 £	2019 £
FIXED ASSETS			
Investment assets	5	56,430	53,428
CURRENT ASSETS			
Debtors	6	4,081	3,841
Short term deposits		34,586	38,137
Cash at bank and in hand		<u>18,965</u>	<u>12,731</u>
		57,632	54,709
LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR	7	5,924	4,300
NET CURRENT ASSETS		<u>51,708</u>	<u>50,409</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>108,138</u>	<u>103,837</u>
NET ASSETS		<u><u>108,138</u></u>	<u><u>103,837</u></u>
FUNDS			
Unrestricted	8	89,039	93,119
Restricted	9	7,968	230
Endowment	10	11,131	10,488
		<u>108,138</u>	<u>103,837</u>

Approved by the Parochial Church Council on 12th April 2021 and signed on its behalf by :-



(Chairman)



(Treasurer)

The notes on pages 17 to 23 form part of these accounts.

BARCOMBE PAROCHIAL CHURCH COUNCIL (PCC)

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 standards 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.

BARCOMBE PAROCHIAL CHURCH COUNCIL (PCC)

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 Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for 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.

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	66,411	0	0	66,411	68,192
Collections (open plate)	826	117	0	943	5,273
Donations	14,491	7,819	0	22,310	10,699
Gift aid tax claimed	16,136	1,350	0	17,486	16,346
Grants received (see Note 11)	0	10,000	0	10,000	15,000
Bequests and legacies	500	0	0	500	0
	<u>98,364</u>	<u>19,286</u>	<u>0</u>	<u>117,650</u>	<u>115,510</u>
2(b) Charitable activities					
Parochial Fees income	3,809	0	0	3,809	5,804
	<u>3,809</u>	<u>0</u>	<u>0</u>	<u>3,809</u>	<u>5,804</u>
2(c) Other trading activities					
Fundraising income	0	0	0	0	3,158
Hall income	1,030	0	0	1,030	4,529
Parish magazine	5,378	0	0	5,378	5,584
Sundry income	0	8,270	0	8,270	8,402
	<u>6,408</u>	<u>8,270</u>	<u>0</u>	<u>14,678</u>	<u>21,673</u>

BARCOMBE PAROCHIAL CHURCH COUNCIL (PCC)

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the Year ended 31st December 2020

2 INCOME AND ENDOWMENTS (continued)

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	FUNDS 2019 £
2(d) Investments					
Dividends and interest received	1,449	0	323	1,772	1,984
	<u>1,449</u>	<u>0</u>	<u>323</u>	<u>1,772</u>	<u>1,984</u>
TOTAL INCOMING RESOURCES	110,030	27,556	323	137,909	144,971

3 EXPENDITURE

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	FUNDS 2019 £
3(a) Raising funds					
Fundraising costs	0	0	0	0	435
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>435</u>
3(b) Charitable activities					
Missionary and charitable giving	6,000	1,298	0	7,298	6,822
Ministry costs :					
Diocesan Parish Share	74,040	0	0	74,040	71,880
Other ministry costs (see notes 4 and 11)	9,916	18,399	0	28,315	35,643
Church running expenses	17,404	0	323	17,727	15,540
Church - Major repairs & fabric costs	0	0	0	0	400
Upkeep of services	1,312	0	0	1,312	3,666
Youth work, training and mission	464	121	0	585	1,505
Parish magazine	3,286	0	0	3,286	3,480
Support costs	506	0	0	506	1,577
Independent Examiner's fees	755	0	0	755	960
Administrative costs	2,786	0	0	2,786	2,610
	<u>116,469</u>	<u>19,818</u>	<u>323</u>	<u>136,610</u>	<u>144,083</u>
TOTAL	116,469	19,818	323	136,610	144,518

4 STAFF COSTS

The PCC employed an Interparish Worker (IPW) on 2nd January 2019. The IPW is shared with two other neighbouring parishes that contribute towards the overall employment costs and working expenses.

The total costs of the IPW are included within the expenditure on 'Other ministry costs' shown in note 3(b) above.

	2020 £	2019 £
Wages and salaries	20,601	23,908
Social security costs	0	0
Employer's contribution to defined pension scheme	432	492
	<u>21,033</u>	<u>24,400</u>
Average number of employees during the year	1	0

No employee received employee benefits of more than £60,000.

BARCOMBE PAROCHIAL CHURCH COUNCIL (PCC)

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the Year ended 31st December 2020

5 INVESTMENT ASSETS

	£
<u>Quoted Investments</u>	
Market value at 1st January 2020	52,427
Disposals during the year	0
Revaluation gain/(loss)	3,002
Market value at 31st December 2020	<u>55,429</u>

At 31st December 2020, the market values of individual holdings were as follows :-

		£
CBF Investment Fund	1,796 units	36,787
CBF Fixed Interest Securities Fund	10,990 units	18,642
		<u>55,429</u>

Unquoted Investments

	£
Barcombe Village Shop Limited	
Ordinary one pound shares	1
Unsecured long-term loan (repayable 2117)	1,000
	<u>1,001</u>

Barcombe Village Shop Limited was set up by local residents to purchase the building and business of the village shop and Post Office in order to secure its long-term future in serving the village of Barcombe.

6 DEBTORS

	2020	2019
	£	£
Recoverable Gift Aid	3,937	3,137
Other sundry debtors	144	704
	<u>4,081</u>	<u>3,841</u>

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Creditors for goods and services	2,939	1,627
Accruals of utility and other costs	800	780
Deferred income	2,185	1,893
	<u>5,924</u>	<u>4,300</u>

8 UNRESTRICTED FUNDS

	Balance at 1st. January 2020 £	Incoming £	Movements in Resources Outgoing £	Transfers £	Gains / (Losses) £	Balance at 31st December 2020 £
General Fund	64,882	110,030	107,701	(4,032)	2,359	65,538
Designated Fabric Fund (i)	26,234	0	4,733	0	0	21,501
Designated IPW Fund (see Note 11)	3	0	4,035	4,032		0
Mission Action Plan Fund (ii)	2,000	0	0	0	0	2,000
	<u>93,119</u>	<u>110,030</u>	<u>116,469</u>	<u>0</u>	<u>2,359</u>	<u>89,039</u>

(i) The fund has been designated by the PCC to finance the cost of maintenance to the fabric of the church.

(ii) The fund has been designated by the PCC to finance expenditure in connection with the PCC's MAP.

BARCOMBE PAROCHIAL CHURCH COUNCIL (PCC)

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the Year ended 31st December 2020

9 RESTRICTED FUNDS

	Balance at 1st. January 2020 £	Incoming £	Movements in Resources Outgoing £	Transfers £	Gains £	Balance at 31st December 2020 £
Youth Work Fund	5	500	121	0	0	384
Charity Fund	0	117	117	0	0	0
Restricted IPW Fund (see Note 11)	0	18,407	18,400			7
Restricted Gift Fund	225	7,100	1,180	0	0	6,145
Tower Fund	0	1,432	0	0	0	1,432
	<u>230</u>	<u>27,556</u>	<u>19,818</u>	<u>0</u>	<u>0</u>	<u>7,968</u>

10 ENDOWMENT FUNDS

	Balance at 1st. January 2020 £	Incoming £	Movements in Resources Outgoing £	Transfers £	Gains/ (Losses) £	Balance at 31st December 2020 £
Churchyard Trusts (5 in total)	10,488	323	323	0	643	11,131
	<u>10,488</u>	<u>323</u>	<u>323</u>	<u>0</u>	<u>643</u>	<u>11,131</u>

There are 5 permanent endowments that provide income towards the upkeep of graves and the churchyards.

11 THE INTERPARISH WORKER (IPW)

The PCC received a grant of £10,000 from the Chichester Diocesan Board of Finance (CDBF) in February 2020. The Grant was specifically to support the employment of an IPW who works across the three parishes of Barcombe, Newick and Fletching. The parish of Barcombe administers the grant and is the IPW's employer. The employment costs and working expenses of the IPW are paid in full by the PCC; one third of those costs is then recovered from each of the other two parishes once the CDBF grant is spent.

In order to account for these transactions, the PCC has set up two funds as follows:-

Restricted IPW Fund

The income of this fund is restricted and consists of the grant from the CDBF, the contributions from the two other parishes and specific donations towards the work of the IPW.

This fund is expended on two thirds of the employment costs and working expenses of the IPW plus expenditure to match any specific donations towards the work of the IPW.

Designated IPW Fund

This fund is expended on the one third of the employment costs and working expenses of the IPW that are not absorbed by the grant from CDBF. A corresponding amount is transferred to this fund from the PCC's general fund.

BARCOMBE PAROCHIAL CHURCH COUNCIL (PCC)

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the Year ended 31st December 2020

12 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	<u>TOTAL</u> £
Fixed assets	45,312	0	11,118	56,430
Current assets	49,609	8,010	13	57,632
Current liabilities	(5,882)	(42)	0	(5,924)
Fund Balances	<u>89,039</u>	<u>7,968</u>	<u>11,131</u>	<u>108,138</u>

13 PAYMENTS TO PCC MEMBERS

	2020 £	2019 £
The PCC supported the clergy by paying:-		
The cost of vicarage utilities	2,859	3,922
Clergy working expenses, broadband and telephone	3,022	4,327
	<u>5,881</u>	<u>8,249</u>

There were no payments to other trustees or persons related to or connected to them other than the normal reimbursements of payments made to third parties on behalf of the church and payments described in Note 14 below.

14 RELATED PARTY TRANSACTIONS

During the year, the following charitable grant was made that requires disclosure as a related party transaction:-

£500 to The Vaughan Family (Matt Vaughan is working as a missionary in Pakistan)
Mrs H Shepherd, a trustee, is the aunt of Matt Vaughan (2019 = £600).

The total amount of donations funded by PCC members and related parties was £34,700 (2019 = £28,500).

BARCOMBE PAROCHIAL CHURCH COUNCIL (PCC)

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the Year ended 31st December 2020

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

STATEMENT OF FINANCIAL ACTIVITIES

For the Year ended 31st December 2019

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
	Note	£	£	£	2019 £	2018 £
Income and endowments from:						
Donations and legacies	2(a)	99,284	16,226	0	115,510	94,787
Charitable activities	2(b)	5,804	0	0	5,804	4,367
Other trading activities	2(c)	13,076	8,597	0	21,673	13,495
Investments	2(d)	1,654	0	330	1,984	1,894
TOTAL INCOME		119,818	24,823	330	144,971	114,543
Expenditure on:						
Raising funds	3(a)	435	0	0	435	180
Charitable activities	3(b)	118,897	24,856	330	144,083	132,622
TOTAL EXPENDITURE		119,332	24,856	330	144,518	132,802
Net gains/(losses) on investments	5	4,481	0	1,337	5,818	(1,273)
NET INCOME/(EXPENDITURE)		4,967	(33)	1,337	6,271	(19,532)
Transfers between funds		0	0	0	0	0
NET MOVEMENT IN FUNDS		4,967	(33)	1,337	6,271	(19,532)
Reconciliation of Funds						
Fund Balances brought forward at 1st January 2019		88,152	263	9,151	97,566	117,098
BALANCES CARRIED FORWARD AT 31st DECEMBER 2019		93,119	230	10,488	103,837	97,566