

St Mary Magdalene, South Bersted

Trustees Annual Report for 2021

OUR AIMS AND PURPOSES AS A CHARITY

The primary objective of St Mary Magdalene's PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the incumbent, the Revd Tim Crook, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Our aim at South Bersted, as stated in our Mission Statement, is, 'To know Jesus Christ better and make Him better known' and to make and mature, maturing-making disciples of Jesus Christ. Mindful always of this, our objectives for 2021 were:

1. Developing our understanding and use of the good gifts God has given us
2. Evangelising our Parish and beyond
3. Contributing towards a better society

WHAT WE PLANNED TO DO TO ACHIEVE OUR CHARITABLE OBJECTIVES

When planning our activities for the year, our incumbent and the PCC have 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 to have due regard under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have full regard to House of Bishop's guidance on safeguarding children and vulnerable adults. The safeguarding policy is accessible from the Church's website.

For 2021, the following objectives and activities were planned to fulfil our aims:

- to provide worship services which are relevant and accessible to all members of our parish community
- to teach, baptise and nurture new and existing believers
- to engage in evangelism and outreach to the parish in various ways
- to provide pastoral care for people whether part of South Bersted Church or not
- to support Christian mission activities in this country and abroad

WHAT WE ACHIEVED AND HOW WE AFFECTED BENEFICIARIES LIVES

ATTENDANCE AT WORSHIP

The church family welcomes visitors from within as well as outside the parish boundary, especially on our Livestream. It is our great pleasure to welcome anyone from all walks of life to take part in the life of the church. We believe that voluntary attendance to worship the Lord Jesus Christ is a major demonstration of the public benefit of our activities.

The Electoral Roll at the end of 2021 stood at 99, of whom 39 were resident in the parish and 60 were non-resident.

Due to the Covid 19 pandemic indoor church services were suspended for the first half of 2021 whilst the 10.30am 'Church-in-the Carpark' met outdoors from Easter Sunday until coming indoors in the early autumn. The church endeavoured to continue providing worship opportunities through on-line live-streamed services on YouTube.

During the summer months from April through to September/October services were held in the car park each week where the Covid-air is clearer and a sail canopy was installed over a purpose-built pagoda when the weather was inclement. Average service numbers, affected by members not ready to return, were 20 at 8.30am and 38 at 10.30am.

Participants were asked to pre-book if they wished to attend to comply with NHS Track and Trace requirements. Services at 10.30am moved into the church building when the weather became colder and followed our Risk Assessment complying with Government guidelines on social distancing and the wearing of face coverings etc. when mandatory.

At the start of the year, weekly YouTube Sunday Traditional and Contemporary services were put together and were often followed by virtual coffee sessions when participants could chat together over 'Zoom' which provided an invaluable way of keeping in touch with each other.

Small Groups continued to meet throughout the year, when possible in physical meetings or else on 'Zoom', or 'hybrid' with a mixture of the two, and again, although not as effective as actual meetings, this online opportunity provided a good way of keeping in touch, as did 'Zoom Coffee' times, following the online service/s on Sunday mornings.

We look to encourage the deepening of the faith of all ages, and work hard at 'contributing to the spiritual and moral education of children'. During this year resources for children have been available on our Church website and child-friendly songs, videos etc. have been included in the online services.

Over the Christmas period a variety of services were held, both inside the church and outside in the car park, including:

- An 'Operation Christmas Child' shoebox collection partnering with Samaritan's Purse
- Carols by Starlight in the Car park with fire-pits
- Comedy and Carols with comedian Paul Kerensa
- Carols by Candlelight
- Crib Services
- Christmas Communion

TEACHING, BAPTISING AND NURTURING NEW AND EXISTING BELIEVERS

Three weddings, one baptism and four Thanksgivings were held in the church during 2021.

Throughout the year the Gospel has been preached faithfully in Sunday sermons, which are also available on the website for those who miss them for any reason. A particular blessing was a series entitled "94" which taught through the entire gospel of Mark in bite-sized chunks based around a daily vlog of Bible readings, supplemented by commentary, application and prayer. These were recorded by the vicar, sometimes in a location of historical interest in the parish or surroundings and uploaded onto YouTube for each of the 94 days between New Year and Easter Sunday.

All preaching series are followed up in Small Groups, which enable members to dig deeper into the Bible together, to learn more about God's plan for us, and to encourage one another in our daily walk. The highlight of the year, was a series together in Dane Ortlund's book 'Gentle & Lowly', other series looked at Ephesians, Nehemiah and Heaven.

As a church, we are involved in helping the children of our local Church of England primary school to explore all aspects of faith, and once again our vicar has either gone into the school on a regular basis or provided online assemblies to the school as they requested.

Sadly, this year our annual church weekend at Duncton Village Hall in July had to be cancelled for the second year due to the pandemic. This was much missed by those who have previously enjoyed meeting together to get to know each other on a deeper level, socialise, share meals and dig deeper into the Bible together. It is hoped that this weekend will be able to take place again in coming years.

TO ENGAGE IN EVANGELISM AND OUTREACH TO THE PARISH IN VARIOUS WAYS

As well as regular special services during the year, to which we invite all residents of the parish and beyond, we endeavour to put on various social events to which we can invite friends, family and neighbours. A very successful BBQ with Bouncy Castle in our car-park was well attended on the August Bank Holiday Monday.

Our church continues to be appreciated by our parishioners and others as a space where life events are celebrated with joy and thanksgiving. Funerals are a special time for 'providing comfort to the bereaved', and we do all they can to ensure that the service provides that comfort and help.

The church building has in the past been open most Saturday mornings when a community Fairtrade coffee morning is held. The coffee morning has provided somewhere for local people to come and enjoy a coffee, homemade cake, and there are always church members or the vicar there to talk to if someone has a particular need. However, this outreach opportunity had to be suspended for much of the year due to the global pandemic but was able to restart in the autumn.

We hosted the first ever 'Water into Wine' comedy show with BBC sitcom writer and stand-up theologian James Cary.

Our Church Hall is available for use by community groups and organisations. The church seeks to ensure that the hall serves the local community, and aims to maintain good relationships with hall users. The caretaker and others work hard to ensure that the hall is clean, safe and fit for purpose.

TO PROVIDE PASTORAL CARE FOR PEOPLE WHETHER PART OF SOUTH BERSTED CHURCH OR NOT

Our church has provided pastoral care to many members who have been ill or housebound during the year. This has involved hospital visiting, taking round meals, sending cards, taking people to hospital, telephoning, praying and many other things, often quietly in the background with no-one knowing. All these activities have taken place within the Covid-19 guidelines current at the time.

We have partnered with the Bognor Regis Food Bank for many years, where our vicar is chair of Trustees.

TO SUPPORT CHRISTIAN CHARITIES AT HOME AND ABROAD

In 2021 we restated our commitment that the first 5% of income should go to Christian Mission giving.

We also support the Samaritan's Purse Operation Christmas Child Shoebox Appeal, which is a major event in the life of the church.

FINANCIAL REVIEW

RESERVES POLICY

The trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and level of financial commitments held. The trustees aim to ensure that the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees have not impinged in any way on restricted funds or CCLA investments and will endeavour not to set aside funds unnecessarily.

The trustees undertake an annual Risk Assessment and actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

The PCC has written policies on the following procedures:

1. Legacies;
2. Investments;
3. Conflict of Interest;
4. Complaints Handling;
5. Risk Management;
6. Committed to Volunteering;
7. Safeguarding

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 Parish Councils [Powers] Measure 1956.

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

Ex-Officio members

Incumbent	Revd Tim Crook	Chairman
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Deanery Synod Reps

Mrs Paula Moorcroft [appointed May 2021 until 2024]
Mr Paul Lacy [appointed to PCC May 2021 and to Deanery Synod July 2021, until 2024]
Mr Dave Shawyer [appointed to PCC May 2021 and to Deanery Synod July 2021, until 2024]

Elected Members

Mrs Ann Hammond [appointed April 2019, until 2022]	
Mr Darren Barber [appointed April 2019, until 2022]	Treasurer
Mr David Williams [appointed April 2019, until 2022, resigned having moved away 30/09/21]	
Mrs Donna Tarrant [appointed October 2020, until 2023]	Covid Risk Assessor
Mrs Carolyn Lacy [appointed May 2021, until 2024]	
Mrs June Shawyer [appointed May 2021, until 2024]	

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members [the Incumbent, Churchwardens and Deanery Synod representatives] and up to 9 (or 12 if the total Electoral Roll is more than 100) members of the Electoral Roll who are elected at the Annual Parochial Church Meeting [APCM] to serve for 3 years on a staggered basis. The PCC has not passed a resolution to limit those who have served from being re-elected. 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 Trustees' Annual Report was **approved** by the PCC
and signed on their behalf by The Revd Tim Crook, PCC Chairman



Date 5th May 2022

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST DECEMBER 2021**

**PAROCHIAL CHURCH COUNCIL
ST MARY MAGDALENE
SOUTH BERSTED, BOGNOR REGIS**

CHARITY REGISTRATION NUMBER: 1162924

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Page 4 Statement of Assets and Liabilities

Pages 5 to 8 Notes to the Accounts

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INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/members of the South Bersted Parochial Church Council on the annual accounts for the year ended 31st December 2021 set out on pages 3 to 8.

Respective responsibilities of trustees and examiner

The trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the Act), and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the organisation and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees requirements:
 - to keep accounting records in accordance with section s.130 of the Act; and
 - to prepare accounts which accord with these accounting records 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.

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Date: 13th May 2022



SOUTH BERSTED PAROCHIAL CHURCH COUNCIL

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST DECEMBER 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
RECEIPTS :					
Voluntary Receipts	2a	51,962	0	51,962	52,747
Activities for Generating Funds (Trading)	2b	16,835	0	16,835	9,441
Charitable Activities	2c	1,414	190	1,604	3,060
Investment Income	2d	0	118	118	115
Other Receipts	2e	1,288	0	1,288	2,761
TOTAL RECEIPTS		71,500	308	71,808	68,125
PAYMENTS :					
Fundraising Costs (Trading)	3a	8,188	0	8,188	10,148
Charitable Activities	3b	61,157	600	61,757	71,133
TOTAL PAYMENTS		69,344	600	69,944	81,281
NET INCOMING/(OUTGOING) RESOURCES		2,155	-292	1,864	-13,156
Adjusted Cash Balances Brought Forward as at 1st January 2021		19,841	4,539	24,380	37,536
Funds Transfer	5	-104	104	0	0
Agency Funds Transferred	8	0	-144	-144	0
BALANCES CARRIED FORWARD		21,892	4,207	26,100	24,380

The notes on pages 5 to 8 form part of these accounts.
All operations are continuing operations.

SOUTH BERSTED PAROCHIAL CHURCH COUNCIL

STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST DECEMBER 2021

	Unrestricted Fund £	Restricted Fund £	31-Dec 2021 Total £	31-Dec 2020 Total £
ASSETS				
Church Cash Funds:				
Current Account	11,375	0	11,375	8,914
Restricted Account	10,518	4,207	14,725	15,322
After Eights	0	0	0	144
TOTAL CASH FUNDS	21,892	4,207	26,100	24,380
Represented by:				
Unrestricted Funds	10,512	0	10,512	4,229
Designated Funds	11,381	0	11,381	15,611
Restricted Funds	0	4,207	4,207	4,539
	21,893	4,207	26,100	24,380
Investment Assets:				
Fletcher Income Shares (bid market value at 31st December)	0	4,369	4,369	3,899
Other Monetary Assets:				
Other Recoverable Amounts due	166	0	166	0
	166	4,369	4,535	3,899
LIABILITIES				
Independent Examiners Fee	720	0	720	720
Diocesan Fees (Weddings & Funerals)	2,111	0	2,111	0
HMRC PAYE	113	0	113	0
Wages and Salaries	28	0	28	0
Credit Card	302	0	302	42
	3,274	0	3,274	762

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 3 to 4.

Approved by the Parochial Church Council on 11th May 2022 and

Signed on their behalf by



..... Revd Tim Crook, Chairman

SOUTH BERSTED PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

2. RECEIPTS

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
a) Voluntary Receipts					
Donations and Collections		5,258	0	5,258	2,826
Gift Aid Tax Recovered		7,153	0	7,153	8,373
Grants		2,000	0	2,000	0
Loose Offerings		1,081	0	1,081	1,869
Planned Giving		34,539	0	34,539	32,995
Planned Giving Non Gift Aid		396	0	396	596
Special Appeals		1,535	0	1,535	6,088
		51,962	0	51,962	52,747

b) Activities for Generating Funds (Trading)

Weddings & Funerals - PCC Fees	7	2,024	0	2,024	1,070
Weddings & Funerals - Diocesan Fees		2,111	0	2,111	2,398
Weddings & Funerals - Provision of Organist		250	0	250	120
Weddings & Funerals - Provision of Verger		295	0	295	175
Church Hall Lettings		12,155	0	12,155	5,678
		16,835	0	16,835	9,441

c) Charitable Activities

After Eights	5	0	0	0	181
Easy Fundraising		145	0	145	98
Open For Coffee		220	0	220	593
Designated Funds	5	1,049	0	1,049	2,188
Other Restricted Funds	5	0	190	190	0
		1,414	190	1,604	3,060

d) Investment Income

Fletcher Dividends Received	5	0	118	118	115
		0	118	118	112

e) Other Receipts

Appeals		300	0	300	515
Miscellaneous Income		288	0	288	0
PAYE Contributions from Church Hall		0	0	0	686
Returnable Deposits		700	0	700	100
		1,288	0	1,288	1,301

3. PAYMENTS

a) Fundraising Costs (Trading)

Weddings & Funerals

Weddings & Funerals - Verger Fees		35	0	35	0
Weddings & Funerals - Diocesan Fees (2019 Liability)		0	0	0	813
Weddings & Funerals - Diocesan Fees (2020)		0	0	0	2,021
Weddings & Funerals - Provision of Organist		0	0	0	96

Church Hall

Caretaker	5	2,256	0	2,256	2,188
Insurance		2,061	0	2,061	1,992
Maintenance & Hall Supplies		384	0	384	45
Utilities		1,040	0	1,040	2,183
Waste Collection		816	0	816	810

Events and Resources

Tickets		275	0	275	0
Open for Coffee		219	0	219	0
Hospitality		460	0	460	0
Teaching Resources		642	0	642	0
		8,188	0	8,188	10,148

SOUTH BERSTED PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

3. PAYMENTS (Continued)

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
b) Charitable Activities					
Ministry Costs					
Locum Clergy Fees				0	0
Parish Share	6	31,206	0	31,206	37,018
Church Running Costs					
Advertising		243	0	243	0
Services		1,214	0	1,214	1,340
Vicar's PA		6,110	0	6,110	5,803
PAYE Paid		191	0	191	763
Broadband		637	0	637	802
Church Maintenance					
Office Expenses		1,973	0	1,973	2,026
Subscriptions				0	0
Repairs and Maintenance		450	0	450	1,472
Organ Tuning		254	0	254	241
Utilities		2,719	0	2,719	3,722
Insurance		2,520	0	2,520	2,496
General Expenses		13	0	13	74
Music					
Organist		706	0	706	706
Vicar and Vicarage					
Council Tax and Utilities		3,223	0	3,223	3,188
Mission Giving		790	0	790	5,560
Grants		1,200	0	1,200	1,200
Appeals		300	0	300	0
After Eights	5	0	0	0	64
Governance		0	0	0	24
Examination and Accountancy Costs		720	0	720	480
Miscellaneous		23	0	23	162
Designated Legacy Spending		6,666	0	6,666	3,607
All Other Restricted Funds	5	0	600	600	385
		61,157	600	61,757	71,133

4. STAFF COSTS AND PAYMENTS TO TRUSTEES

The collective PCC members received reimbursement payments for purchases made on behalf of the Church totalling **£732.69** and individual grants totalling **£1,200**. No payments were made to PCC members in the form of salary or wage as employees of the PCC. The collective PCC members made voluntary contributions to Church funds, excluding Gift Aid claimed on their behalf, totalling **£6,877.94**. No material transactions took place between the Church and PCC members or any person connected to them.

SOUTH BERSTED PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

5. FUNDS

Note	Balance 01-Jan 2021 £	Income £	Expend- iture £	Transfers £	Balance 31-Dec 2021 £
GENERAL FUNDS	4,229	57,526	53,910	2,666	10,512
DESIGNATED FUNDS					
CHURCH HALL ACCOUNT	1,074	12,409	6,625 -	6,859 -	0
ABC	304				304
Book Sales	43				43
Candy Floss	151				151
Churchyard	4,495				4,495
Church Sound and Projection	1,781		5,541	4,000	240
Duncton	21				21
Hospitality	78	386	460		4
Marketing Fund	66				66
Mission	2,273		790 -	804	680
Open for Coffee	-	220	219		1
Teaching Resources	37	663	642		58
Vicar's PA - Additional Hours	1,342		228		1,114
Verger's Fund	-	295	35	893	1,153
OTHER DESIGNATED ACCOUNTS	3,946		894		3,052
TOTAL DESIGNATED	15,612	13,973	15,434 -	2,770	11,381
TOTAL UNRESTRICTED	19,841	71,500	69,344 -	104	21,892
RESTRICTED FUNDS					
Choir	69				69
Fletcher Alms	1,818	118	30		1,906
Flower Fund	213	190	396	104	111
Hall Kitchen	651				651
Puppets	14		1		12
Sunday School	1,627		172		1,455
Vicar's Projects	3				3
	4,395	308	600	104	4,207
RESTRICTED FUND WITH OWN BANK ACCOUNT					
After Eight Group	144		144	0	0
TOTAL RESTRICTED	4,539	308	744	104	4,207
GRAND TOTALS	24,380	71,808	70,088	0	26,100

SOUTH BERSTED PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

6. PARISH SHARE

For the 2020 year, Arundel & Bognor Deanery amended their requisition method to be a pledge based system. Each Parish is requested to submit their own pledge based on their bespoke affordability. In 2021, South Bersted PCC pledged a figure of **£31,206** which was equal to 42% of the Parish Ministry Costs for the year and during the year were able to pay the full amount of that pledge, leaving no liability to be carried into 2022.

7. FEES FROM WEDDINGS & FUNERALS

Activity Overview

2018 - 29 funeral services, 3 weddings

2019 - 14 funeral services, 3 weddings

2020 - 13 funeral services, 0 weddings

2021 - 11 funeral services, 2 weddings

8. AGENCY FUNDS

The After Eights Ladies Group held a small fund in a separate bank account, which was not under the control of the Church but has historically been disclosed as a separate restricted fund for transparency.

During the year ended 31st December 2021, the group relocated to a different church and thus the After Eight funds held of £144 were also transferred to the new location.

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST DECEMBER 2021**

**PAROCHIAL CHURCH COUNCIL
ST MARY MAGDALENE
SOUTH BERSTED, BOGNOR REGIS**

CHARITY REGISTRATION NUMBER: 1162924

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Date: 13th May 2022



SOUTH BERSTED PAROCHIAL CHURCH COUNCIL

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Unrestricted Funds	10,512	0	10,512	4,229
Designated Funds	11,381	0	11,381	15,611
Restricted Funds	0	4,207	4,207	4,539
	21,893	4,207	26,100	24,380
Investment Assets:				
Fletcher Income Shares (bid market value at 31st December)	0	4,369	4,369	3,899
Other Monetary Assets:				
Other Recoverable Amounts due	166	0	166	0
	166	4,369	4,535	3,899
LIABILITIES				
Independent Examiners Fee	720	0	720	720
Diocesan Fees (Weddings & Funerals)	2,111	0	2,111	0
HMRC PAYE	113	0	113	0
Wages and Salaries	28	0	28	0
Credit Card	302	0	302	42
	3,274	0	3,274	762

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 3 to 4.

Approved by the Parochial Church Council on 11th May 2022 and

Signed on their behalf by



..... Revd Tim Crook, Chairman

SOUTH BERSTED PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

2. RECEIPTS

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
a) Voluntary Receipts					
Donations and Collections		5,258	0	5,258	2,826
Gift Aid Tax Recovered		7,153	0	7,153	8,373
Grants		2,000	0	2,000	0
Loose Offerings		1,081	0	1,081	1,869
Planned Giving		34,539	0	34,539	32,995
Planned Giving Non Gift Aid		396	0	396	596
Special Appeals		1,535	0	1,535	6,088
		51,962	0	51,962	52,747

b) Activities for Generating Funds (Trading)

Weddings & Funerals - PCC Fees	7	2,024	0	2,024	1,070
Weddings & Funerals - Diocesan Fees		2,111	0	2,111	2,398
Weddings & Funerals - Provision of Organist		250	0	250	120
Weddings & Funerals - Provision of Verger		295	0	295	175
Church Hall Lettings		12,155	0	12,155	5,678
		16,835	0	16,835	9,441

c) Charitable Activities

After Eights	5	0	0	0	181
Easy Fundraising		145	0	145	98
Open For Coffee		220	0	220	593
Designated Funds	5	1,049	0	1,049	2,188
Other Restricted Funds	5	0	190	190	0
		1,414	190	1,604	3,060

d) Investment Income

Fletcher Dividends Received	5	0	118	118	115
		0	118	118	112

e) Other Receipts

Appeals		300	0	300	515
Miscellaneous Income		288	0	288	0
PAYE Contributions from Church Hall		0	0	0	686
Returnable Deposits		700	0	700	100
		1,288	0	1,288	1,301

3. PAYMENTS

a) Fundraising Costs (Trading)

Weddings & Funerals

Weddings & Funerals - Verger Fees		35	0	35	0
Weddings & Funerals - Diocesan Fees (2019 Liability)		0	0	0	813
Weddings & Funerals - Diocesan Fees (2020)		0	0	0	2,021
Weddings & Funerals - Provision of Organist		0	0	0	96

Church Hall

Caretaker	5	2,256	0	2,256	2,188
Insurance		2,061	0	2,061	1,992
Maintenance & Hall Supplies		384	0	384	45
Utilities		1,040	0	1,040	2,183
Waste Collection		816	0	816	810

Events and Resources

Tickets		275	0	275	0
Open for Coffee		219	0	219	0
Hospitality		460	0	460	0
Teaching Resources		642	0	642	0
		8,188	0	8,188	10,148

SOUTH BERSTED PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

3. PAYMENTS (Continued)

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
b) Charitable Activities					
Ministry Costs					
Locum Clergy Fees				0	0
Parish Share	6	31,206	0	31,206	37,018
Church Running Costs					
Advertising		243	0	243	0
Services		1,214	0	1,214	1,340
Vicar's PA		6,110	0	6,110	5,803
PAYE Paid		191	0	191	763
Broadband		637	0	637	802
Church Maintenance					
Office Expenses		1,973	0	1,973	2,026
Subscriptions				0	0
Repairs and Maintenance		450	0	450	1,472
Organ Tuning		254	0	254	241
Utilities		2,719	0	2,719	3,722
Insurance		2,520	0	2,520	2,496
General Expenses		13	0	13	74
Music					
Organist		706	0	706	706
Vicar and Vicarage					
Council Tax and Utilities		3,223	0	3,223	3,188
Mission Giving		790	0	790	5,560
Grants		1,200	0	1,200	1,200
Appeals		300	0	300	0
After Eights	5	0	0	0	64
Governance		0	0	0	24
Examination and Accountancy Costs		720	0	720	480
Miscellaneous		23	0	23	162
Designated Legacy Spending		6,666	0	6,666	3,607
All Other Restricted Funds	5	0	600	600	385
		61,157	600	61,757	71,133

4. STAFF COSTS AND PAYMENTS TO TRUSTEES

The collective PCC members received reimbursement payments for purchases made on behalf of the Church totalling **£732.69** and individual grants totalling **£1,200**. No payments were made to PCC members in the form of salary or wage as employees of the PCC. The collective PCC members made voluntary contributions to Church funds, excluding Gift Aid claimed on their behalf, totalling **£6,877.94**. No material transactions took place between the Church and PCC members or any person connected to them.

SOUTH BERSTED PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

5. FUNDS

Note	Balance 01-Jan 2021 £	Income £	Expend- iture £	Transfers £	Balance 31-Dec 2021 £
GENERAL FUNDS	4,229	57,526	53,910	2,666	10,512
DESIGNATED FUNDS					
CHURCH HALL ACCOUNT	1,074	12,409	6,625 -	6,859 -	0
ABC	304				304
Book Sales	43				43
Candy Floss	151				151
Churchyard	4,495				4,495
Church Sound and Projection	1,781		5,541	4,000	240
Duncton	21				21
Hospitality	78	386	460		4
Marketing Fund	66				66
Mission	2,273		790 -	804	680
Open for Coffee	-	220	219		1
Teaching Resources	37	663	642		58
Vicar's PA - Additional Hours	1,342		228		1,114
Verger's Fund	-	295	35	893	1,153
OTHER DESIGNATED ACCOUNTS	3,946		894		3,052
TOTAL DESIGNATED	15,612	13,973	15,434 -	2,770	11,381
TOTAL UNRESTRICTED	19,841	71,500	69,344 -	104	21,892
RESTRICTED FUNDS					
Choir	69				69
Fletcher Alms	1,818	118	30		1,906
Flower Fund	213	190	396	104	111
Hall Kitchen	651				651
Puppets	14		1		12
Sunday School	1,627		172		1,455
Vicar's Projects	3				3
	4,395	308	600	104	4,207
RESTRICTED FUND WITH OWN BANK ACCOUNT					
After Eight Group	144		144	0	0
TOTAL RESTRICTED	4,539	308	744	104	4,207
GRAND TOTALS	24,380	71,808	70,088	0	26,100

SOUTH BERSTED PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

6. PARISH SHARE

For the 2020 year, Arundel & Bognor Deanery amended their requisition method to be a pledge based system. Each Parish is requested to submit their own pledge based on their bespoke affordability. In 2021, South Bersted PCC pledged a figure of **£31,206** which was equal to 42% of the Parish Ministry Costs for the year and during the year were able to pay the full amount of that pledge, leaving no liability to be carried into 2022.

7. FEES FROM WEDDINGS & FUNERALS

Activity Overview

2018 - 29 funeral services, 3 weddings

2019 - 14 funeral services, 3 weddings

2020 - 13 funeral services, 0 weddings

2021 - 11 funeral services, 2 weddings

8. AGENCY FUNDS

The After Eights Ladies Group held a small fund in a separate bank account, which was not under the control of the Church but has historically been disclosed as a separate restricted fund for transparency.

During the year ended 31st December 2021, the group relocated to a different church and thus the After Eight funds held of £144 were also transferred to the new location.