

2022 Church and Churchyard Report to the APCM

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The PCC would like to express their thanks to all the volunteers involved and to Derek Shurvell who leads the team. In addition, the PCC would like to record their thanks to The Friends of the Churchyard Trust who continue to support the work around the Churchyard with both encouragement and financial support.

Looking towards 2023, the PCC was mindful that some local residents were struggling with the small steps toward the War Memorial and we obtained permission to install a new handrail. This is due to be installed in the spring and has been made by local blacksmith's Anvils of Sharpthorne. Once again, the Friends of the Churchyard Trust have supported this proposal.

Financial Review

Giving was sustained throughout 2022 with an increase in the number of donations being received through the Parish Giving Scheme. The Goodbox device for electronic giving in the church continues to be effective and income through this medium increased in 2022. The company that processes the payments went into administration but we continue to receive payments and the administrators are hopeful that a buyer can be found. There were a significant number of weddings in 2022 which contributed to our income stream and there were a number of successful fundraising events throughout the year.

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £47500 paid to the diocese for our share of all churches' Parish Ministry Costs – this is a significant increase on 2021 and we are grateful to all those members of our congregation and wider community that give to the church and enable this payment to be made. This amount covers the housing, stipend and pension costs of the clergy and a standard sum for diocesan central costs, clergy training and a contribution to national church funds. The PCC is committed to increasing the amount paid towards the Parish Ministry Costs.

Staff costs

The PCC pays for a cleaner and a caretaker of the churchyard.

Trustee payments and expenses

Expense are paid to Mother Nicol for expenditure relating to the mission of the church and to Mrs Lindsay Shurvell for the maintenance of Sharpthorne Hall.

Why we hold some money in reserve

It is PCC policy to maintain a balance on the general unrestricted funds (excluding property) which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations.

Structure, governance and management of the charity

The Parochial Church Council (referred to throughout as "the PCC") is a registered charity, registered number 1164054.

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

Ex Officio members

Incumbent & Chairman: The Reverend Nicol Kinrade (to Oct 2022)
Churchwardens: Mrs Erica Ansell (to May 2022) Mrs Ruth Pitcairn Mrs Ann Hutchings (from May 2022)
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The parish forms part of a Benefice with All Saints', Highbrook who are administered by their own PCC, but share the same incumbent. Under a Pastoral Measure 1968, it was declared that the two Parishes "shall remain distinct".

This Trustees' Annual Report was approved by the PCC and signed on their behalf by

Churchwardens R.A. Pitcairn
Date..... 14.03.2023

addition, they were reminded of this offer during Advent and in preparation for Christmas. Paper copies of the weekly Benefice Notices, and in the Vacancy also the Sunday readings and prayers, continue to be popped through the doors of our housebound church family members.

Members of the church family have regularly reached out to people who were isolating or housebound, including helping with shopping, delivering flowers, and regular phone-calls.

On most Sundays the Eucharist Service has been recorded and uploaded to our YouTube channel. In addition, the Benefice Notices and the readings and prayers etc. for the Sunday Eucharist have been uploaded to our website. In this way everyone who has wished to, has been able to keep connected to our church life and join in as far as it is possible with our worship.

Provision of tangible support to the poor and needy

Church, school and community members responded to the great need by donating to the Baskets of Blessing. As well as the existing basket in the church porch, at the start of the Vacancy an additional basket has been placed in the porch of Luctons, North Lane (rather than at the Vicarage) and both have been consistently used. The donations have continued to be given to the local food bank in East Grinstead, Crawley Open House homeless project and Family Support Work in Chichester. Church members have also show initiative with their own projects to support local Food Banks and projects.

In addition, we have continued to support Refugees Welcome Crawley and a donation box in for this purpose has been placed in the church porch, with their monthly ‘wish list’ on display so donations can be carefully chosen. Earlier in 2022 we raised money to support the Ukrainian families who have come to live here because of the war in Ukraine. The money was put to good use, paying for flights to the UK, and essential items such as school uniforms (and school lunches etc. whilst Universal Credit was being sorted out).

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Relationships Manager of Crawley Open House

Other charitable giving

Sharpthorne Hall has continued to be maintained by the church and continues to be usually used for PCC meetings and church events, and also community events, including the visiting podiatrist. It is in an excellent state of decoration and repair as it was refurbished extensively

St Margaret’s Church West Hoathly registered charity number 1164054
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The financial effect of our activities during the year can be summarised as follows

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Donations and legacies	67346		4602		71948	62775	
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Other trading activities	19518				19518	9284	
Investments	493		520		1013	926	
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Total received	101490	0	5122		106612	85647	3
Expenditure on:					-	-	
Cost of raising funds	650				650	650	
Charitable costs	58540	0	1240		64920	64920	
Trading costs	3409				3409	3409	
Other payments						-	
Total paid	94367		1240		95607	68979	5
Reconciliation of funds:							
Net income or (net expenditure)					11005	16668	
Transfers between funds							
Net movement in funds							
Bank accounts at 1 January					299740	283072	
Bank accounts at 31 December					310745	299740	A&L

After the previous year's closing of church, and very little 'church-based' worship due to the Covid-19 pandemic, we have seen a regrowth of most of the regular congregation with both previous and new worshippers attending on a regular basis. There are currently 70 people on the Electoral Roll, and of those, 10 reside outside the parish. There average weekly attendance in 2022, calculated by adding together weekly attendance figures at the 10.30am service and dividing by 52, the number of weeks in the year, was 42 adults and 10 children. This is an increase on 2021, when the average attendance was 33 adults and 5 children.

St Margaret's continued to have an energetic group of individuals who were happy to offer their services as flower arrangers, welcomers, reading, leading intercessions, serving at the altar, administering the chalice (as authorised Lay Ministers of Communion) gathering the offertory collection and serving refreshments at the end of services. In addition, since the start of the Vacancy a volunteer has stepped forward to provide admin. support largely by the production of the weekly Benefice Notices and a paper copy of the readings and prayers for our readers and clergy each week. We are also blessed with volunteers who, since the Vacancy began, record our Sunday Eucharist and upload it to our YouTube channel, which is something that Mother Nicol had previously be responsible for doing.

Our main Sunday service continued to be a 10.30am Eucharist in modern language with a sermon. On the second Sunday of the month, we continued to offer Evening Prayer, and Evening Prayer continued to be said each week on a Friday. Both services have been led by laity during the Vacancy. In addition, we have continued to offer a rich variety of seasonal worship to match all needs from Mothering Sunday to Remembrance Sunday and Harvest. Unfortunately, in 2022 we were unable to offer an All Souls' service due to being in Vacancy, but this is something it is hoped will be reinstated when we have full time Priest once more.

We actively enjoy the presence of children at church, and we have seen a steady growth in the number of children regularly attending church in 2022, as reflected in the average attendance figures. We very much want to encourage them to come in faith to Jesus just as they did in his day. Sunday Club has been able to meet once more, every Sunday except the first Sunday of the month, after the Covid pandemic. This has continued to provide the children with a time of worship and teaching appropriate for their age and has continued to be led by a dedicated volunteer, who was licensed as an Authorised Lay Minister (Children, Family & Youth) in January 2022. He has continued to be supported by their parents and encouraged by the church family and through our prayers. Throughout the year children have been invited to be a part of church services by leading the procession in with their Sunday Club candle, and at the monthly All Age Eucharist they have been invited to read, be part of the welcoming team or take the offertory collection. In 2022 children started to regularly make up 25% of our congregation. The Emmaus Club met throughout the year,

Notes to the Financial Report

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Wages, salaries and honoraria
Employer National Insurance
Employer pension contributions

2022	2021
£	£
600	600
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- a) Clergy support: Council tax £2723, Water £120
- b) 1 member received reimbursement for resources, postage and travelling expenses amounting in total to £2889

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

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The designated funds comprise the monies raised or received for the repairs in the churchyard.

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Service in July and a Harvest Thanksgiving Celebration in October. As in previous years, the church family donated Bibles to each Year 6 leaver.

The usual Civic Service was held for Remembrance Sunday, which was very well attended, with the children of our school contributing with some beautifully singing. Their excellent behaviour and respectfulness were commented on by many.

In 2022 we began sending out Anniversary of Baptism cards to every child baptised at St Margaret’s and at All Saints’. Accompanying the card is an invitation for them, their families, and Godparents to come to St Margaret’s to celebrate the anniversary, with details of our Sunday provision for children included in the invitation.

Outreach has continued to include a number of social and fundraising events through the year which has included Churchyard Markets in May and September (one held in the church and grounds, and one held at Sharpthorne Hall), concerts and the annual Croquet Tournament as well a Pancake Party, Teddy Bear Hunt and a Light Party for families. To mark the Queen’s Platinum Jubilee the church hosted a community ‘Songs of Praise’, with favourite hymns being sung that had been chosen by our church congregation as well as our community groups. The annual ‘Carols in the Square’ continued to be a popular event for the whole community. It was led by laity and was well attended event despite the snow this year.

(Carols in the Square) “A magical evening. Thank you to the organisers!!”
CR (on social media)

(Carols in the Square) “Lovely event. Brilliant atmosphere, and well, the weather just made it, didn’t it?!”
DH (on social media)

The Christingle Service on Christmas Eve, which was also admirably led by laity, saw over 250 people fill the church and around 120 Christingles being made and distributed.

The Chronicle magazine (which incorporates all of the village events and articles about village life) has continued to be sponsored by St Margaret’s Church and still has a member of the congregation on the Editorial Team. It has continued to be distributed by volunteers to all subscribers in the parish. This has helped to maintain links between the church family and the community and has proved to be a good communication link too.

Monthly Churchyard working parties, to keep the church grounds looking smart and loved, have continued to take place throughout the year. These have been well attended by members of the congregation as well as by some of St Margaret’s Church many loyal

St Margaret’s Church West Hoathly registered charity number 1164054

Notes to the Financial Report

- 1 The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.
- 2 The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal. The Horsham Stone has been released and the funds received back into the account.
- 3 Analysis of total received

	Unrestricted		Restricted Fund/s	Total All Funds 2022	Total All Funds 2021	Notes
	General Fund	Designated Funds				
	£	£	£	£	£	
Planned giving (excl. tax refunds)	32827	-	-	32827	31491	
Planned giving (no tax refunds)	2533	-	-	2533	2033	
Collections at all services and wall safe	10887	-	-	10887	5826	
Churchyard Donations	8065	-	-	8065	4562	
Gift Aid recovered	9919	-	-	9919	8843	
Sundry Donations and Appeals	1571	-	4602	6173	9959	
Legacies	0	-	-	0	0	
Grants	1300	-	0	1300	0	
Charity Collection	244	-	-	244	61	
Donations and legacies	67346	-	4602	71948	62775	
Fees for weddings & funerals	13049	-	-	13049	11309	
Charitable activities	13049	-	-	13049	11309	
Fetes and other fundraising activities	5760	-	-	5760	3684	
Emmaus receipts	384	-	-	384	256	
Sales of the parish magazine	3695	-	-	3695	3502	
HMRC Refund	0	-	-	0	0	
Lettings & Income Sharpthorne Hall	979	-	-	979	992	
Magazine Advertisement fees	560	-	-	560	850	
Refunds and Insurance Receipts	8140	-	0	8140	0	
Other trading activities	19518	-	0	19518	9284	
Bank & CBF deposit interest	196	0	520	716	639	
CBF investment fund dividend	297	-	-	297	287	
Letting of investment property	-	-	-	-	-	
Investments	493	0	520	1013	926	
Contributions from All Saints Highbrook	1084	-	-	1084	1353	
Total received on all funds	101490	-	5122	106612	85647	

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	£	£
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St Margaret of Antioch

Trustees Annual Report for 2022

Our aims and purposes as a charity

The PCC has responsibility for co-operating with the Incumbent. This position became vacant in October 2022 when Rev'd Nicol Kinrade moved to her new post at Hereford Cathedral. However, until a new priest is appointed, we as a PCC and church continue:

- To promote the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England;
- To promote the ecclesiastical parish the whole mission of the church, pastoral, social, evangelistic, and ecumenical.
- To know, love and follow Jesus better and to help others do the same;
- To provide practical support and care for people in the parish of all ages irrespective of their age, gender, sexuality, age, colour or financial situation;
- To provide support to those in need and, to other organisations with similar objectives.

The PCC also contributes to some of the running costs of a separately constituted charity known as Sharpthorne Hall. In 2022 the membership of the board of Trustees was reviewed and a new board was appointed.

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 council 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.

St Margaret's Church Mission Action Plan ("MAP") was updated in September 2022 and sets out the following plan:

To be MORE OPEN – how will our Church provide worship and sustain Faith?

- **Grow general congregation involvement and leaders:**
 - Teach and embed a serving culture. Share our vision more clearly.
 - Give invitations to participate especially to those living on the fringes so we grow in number.
 - Delegate and share tasks, expand the parish visiting team as the need increases.
 - Link mission work to our vision.
- **Increase discipleship opportunities by:**

Independent Examiner's Report to the PCC of St Margaret of Antioch, West Hoathly for the Year Ended 31st December 2022

NB: To change the wording above double-click the words then delete this instruction

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Margaret of Antioch, West Hoathly, on the annual report for the year ended 31st December 2021 set out on pages 8 to 13

Respective responsibilities of trustees and examiner

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
3. 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 Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from 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 connection with my examination, no material matters have come to my attention (other than that disclosed below in Section B below *) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the (brackets) if they do not apply*

Examiner's signature

Examiner's name CAPITALS

Date

Relevant professional
qualification(s) or body
if any

Examiner's address

Alison Jones Mrs MARION A JONES
26 April 2023
AMICB
6, Cleanton Place, Top Road
Sharpthorne, West Sussex, RH19 4HU