

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

England & Wales · Charity number 1174718

Details

Other names	ST MARY DE HAURA, NEW SHOREHAM
Status	Registered
Legal form	Other
Registered	2017-09-19
Register	View on the Charity Commission register

Contact

Address	St. Mary De Haura Parish Office 1 New Road Shoreham-By-Sea BN43 6RA
Phone	01273440202
Email	smdh.office@gmail.com
Website	http://www.stmarydehaura.org.uk/

Activities

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

Activities: PCC of St Mary de Haura- Promoting in the parish , the whole mission of the Church, pastoral, evangelistic, social and ecumenical through regular public worship which is open to all, and by providing a quiet space for personal prayer and contemplation. Pastoral work visiting the sick bereaved and care homes.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£104,484	£157,309	-	-
2023-12-31	£132,546	£168,440	-	-
2022-12-31	£133,324	£157,577	-	-
2021-12-31	£242,811	£140,585	-	-
2020-12-31	£128,530	£112,453	-	-

Trustees

Name	Role	Appointed
Anthony Rathbone		2023-04-23
Christopher Stephen Davies		2023-04-23
Edward James Downes		2023-04-23
GEOFFREY GORDON TAYLOR		2025-05-25
Gillian Robertson		2023-04-23
IAN TOMPKIN		2023-04-23
JONATHAN SMITH		2023-04-23
LOUISE GILL		2023-04-23
MARK POTTER		2023-04-23
Rebecca Allinson		2023-04-23
Rev Barry Dominic Fenton		2025-03-13
Rev Jane Louise Bartlett		2023-04-23
Samantha Josephine Claire Johnson		2023-04-23
Sarah Christine Harrison		2025-05-25
Sarah Sayers		2023-04-23
Susan Clay		2025-05-25
TERENCE CLARK		2023-04-23

Accounts

Charity Number: 1174718

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

**TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

LEGAL & ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 DECEMBER 2024

Trustees

Rev Andrew Bennison
Rev Jane Bartlett
Jonathan Smith
Susan Clay
Edward Downes
Louise Smith
Anthony Rathbone
Gillian Robertson
Christopher Davis
John Tyson
Ian Tompkin
William Payne
Rebecca Allinson
Sarah Sayers
Louise Gill
Mark Potter
Samantha Johnson
Terence Clark

Charity number

1174718

Principal address and registered office

St. Mary De Haura Parish Office
1 New Road
Shoreham-By-Sea
BN43 6RA

Independent Examiners

TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyping
West Sussex
BN44 3TN

Bankers

HSBC Bank PLC
1/3 Warwick St
Worthing
BN11 3DE

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2024

The Parochial Church Council of St Mary de Haura present their annual report, together with the financial statements for the year ended 31 December 2024.

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I. ST MARY DE HAURA THE CHARITY

Aim and Purposes as a charity

1. The charity's full title is 'The Parochial Church Council of the Ecclesiastical Parish of St Mary de Haura, New Shoreham'. It is registered with the Charity Commission (No 1174718). Full details of its registration and its previous annual reports and accounts can be found on the Charity Commission website¹.
2. The primary objective of St Mary de Haura's PCC is 'the promotion in the parish the whole mission of the church' that 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 for co-operating with the

¹ Details of the charity St Mary de Haura, New Shoreham can be found via <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5104466/governance>

Trustees Annual Report for 2024

incumbent (when in post) in promoting in the ecclesiastical parish the whole mission of the Church – pastoral, evangelistic, social and ecumenical. In addition, it also has responsibility for maintaining the church building, a Grade I listed heritage site. Revd Andrew Benison was incumbent until 3rd March 2024 since which time the post has been vacant. During vacancy, the PCC maintains the mission of the church and charity.

3. The PCC is required by the regulations in the Church Representation Rules² to have a Standing Committee which has the power to transact the business of the PCC between meetings and when it is not practicable to convene a full meeting. No Standing Committee meetings took place during 2024 as all relevant business was able to be transacted by the full PCC, which met on six occasions during the year. Occasionally, it transacted some business by correspondence.
4. The PCC has oversight of two charities: the Friends of St Mary's Church, New Shoreham³ and the New Shoreham Church Trust⁴ which manages the premises in New Road and East Street of which the church owns the freehold. The Incumbent and Churchwardens are the sole trustees of the Friends of St Mary's Church. The Incumbent and Churchwardens are trustees of the New Shoreham Church Trust. On 30th October Gillian Robertson and John Tyson were made additional trustees of the New Shoreham Church Trust.
5. The PCC has an informal Committee ('Mission 2020') which was established in 2014 and is focussed on supporting the trustees of the New Shoreham Church Trust. A summary of the work of this Committee is provided in paragraphs 34-36. In March 2023 the PCC also formally established a Churchyard Committee to support the Vicar and Churchwardens in discharging the responsibilities the church has for the churchyard (which is no longer used for burials), including liaising with the local authority who are responsible for its day-to-day management. The PCC also set up another informal group to take forward its commitment to becoming more sustainable by adopting the approach that the A Rocha Eco Church initiative has set out. A summary of its work is provided in paragraphs 26-28. In May 2024 these two groups were combined to form the Churchyard and Eco committee.

Activities and Achievements

6. Following the stability of 2023 in which our new incumbent, Revd Andrew Benison (having arrived in October 2022) quickly established himself as an inspirational priest with a strong pastoral style, 2024 began with the unexpected announcement of his departure. Rev Andrew moved back to his native Manchester to start a roll as a hospital Chaplain and as such St Mary's found itself back in Interregnum. This state of vacancy lasted the rest of the year but wonderfully, we were, shortly before Christmas, able to announce that Revd Dominic Fenton of Broadstairs in Kent would be assuming the incumbent roll in early 2025.
7. We would like to extend our deep appreciation for Revd Andrew whose time with us touched many in the congregation and wider community. A warm and personable man, Andrew threw himself into his first



² Details of the Church Representation Rules can be found via <https://www.churchofengland.org/about/leadership-and-governance/legal-services/church-representation-rules/contents>

³ Details of the charity The Friends of St Mary's can be found via: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/280315>

⁴ The New Shoreham Church Trust details of which can be found via: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5160031>

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posting as incumbent priest. He rapidly established his caring and supportive style, rooted in deep theological understanding. His final service with us was well-attended and Revd Andrew was presented with a farewell card signed by a great many as well as a John Lewis voucher and flowers. The occasion was emotional, as befitted a well-loved vicar leaving his parish.

8. Immense gratitude is due to our associate vicar, Revd Jane, the retired clergy, lay-ministers and volunteers who have continued to provide worship during the vacancy. We are blessed with a depth of experience and numbers of retired clergy in the area and this has allowed St Mary's to continue to provide a full range of services throughout the year. Great thanks are also due to those individuals who stepped down from key roles in 2024 – including Sue



Sue Clay

Clay as Churchwarden and Louise Smith as Parish Administrator who both stood down in October. Louise had worked tirelessly in the office bringing efficiency and diligence to the role alongside a wonderfully welcoming approach to the parish centre. Sue's contributions as churchwarden cannot be overstated as her knowledge and enthusiasm were limitless and our thanks to Sue continue as she has since taken on the administrator role on a temporary basis and her experience in this position has been invaluable.



Louise Smith

II. REVIEW OF THE YEAR 2024

Highlights

9. 2024 was a year of both challenge and uncertainty but also great teamwork and optimism. Though it was disappointing to find ourselves in interregnum again, it was gratifying to see much of the familiar pattern of services, events and activities take place. As a 900-year-old institution in a prominent town-centre location, the charitable purposes of St Mary's depend on the cultivation of organic web of activities and relationships within which the mission of God is discerned and the contribution of the Church to the wider community is realised. Hence, the regular pattern of activity includes both a full programme of worship and pastoral ministry (especially through life events: baptisms, weddings and funerals) as well as community events including concerts, children's activities, coffee mornings and fundraising activities. Meanwhile, the commitment of the church to be open 365 days a year reflects our recognition of the importance of providing a place of sanctuary and hospitality within the life of our town. Indeed, much valuable administrative and practical activity behind the scenes is devoted to sustaining this important day-to-day ministry and witness.

10. Highlights from the year thus included both familiar events – such as the liturgies of Holy Week and Easter, the Arts Festival and Christmas Tree Festival – and new initiatives. The wonderful 'Pop-up Shops' and similar events, fantastically spearheaded by Louise Smith continued to create fresh opportunities for community and friendship as well as generating funds. A glance at our weekly Parish Newsletter throughout the year would reveal a characteristic mix of sacred and secular, congregational and community – reflecting our charism at St Mary's to be community of both depth and openness.



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reflecting our charism at St Mary's to be community of both depth and openness.



Pop Up Shop Plants

11. Of course, the year has not been without challenges. Some sporadic anti-social behaviour in church lead to a decision to close the building earlier which has proved effective. And a dominant preoccupation during 2024 was the need to address our financial deficit and efforts in this direction were mounted with vigour and some success. Plans to redevelop the New Road building near the church and to improve our facilities in church have also required significant attention. Nonetheless, on a more down-to-earth level, a healthy Sunday attendance, a steady trickle of newcomers (of varied ages and backgrounds), a committed ministry of life events and a full and joyful turnout at Christmas and Easter services all indicate a Christian community which is in good heart. No church is perfect but we have much to be grateful to God for at St Mary's



Volunteers working on

Services and other church activities

12. Trends for both regular and occasional worship at St Mary's continue to reflect patterns which are observed nationally. On the one hand, church attendance on Sundays has continued a recovery towards pre-Covid levels and attendance at Christmas and Easter reflected a level of vitality last seen in 2019. On the other hand, the overall trend of decline in baptisms, confirmations and weddings has continued. This is a national phenomenon and reflects changes in legal possibilities (e.g. a wider range of wedding venues) as well as social-cultural changes in patterns of family life and rites of passage. The Vicar, Churchwardens and PCC endeavour to be as alert as possible to this changing landscape whilst continuing to give thanks for a rich and vibrant worshipping life.

Attendance at services	2019	2020	2021	2022	2023	2024
Baptisms	30	7	12	21	8	8
Confirmations	4	0	0	6	1	0
Admission to Communion before Confirmation	2	0	0	0	0	0
Easter Communicants	237	0	89	155	235	160
Christmas Communicants	227	0	144	153	211	195
Church attendance on an average Sunday	189	c.75	c.90	c.100	c.105	c.105
Weddings and Marriage Blessings	7	5	5	12	4	6

13. During Holy Week and Easter 2024 a full programme of services was held, and thanks must be given to Archdeacon Martin Lloyd-Williams who delivered the Triduum Easter services which were well-attended and much enjoyed. In consecutive weeks in April, we were honoured that first Bishop Martin and then Bishop Will came and presided over a Eucharist. Later in the year we were able to host the Town Remembrance Service. Church was full for this service and the continued popularity of Remembrance Day testifies to the ongoing civic role of St Mary's within the life of the town.

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It was like wise gratifying to welcome back Shoreham College and Shoreham Academy – two large secondary schools in the town – for their annual carol services, as well as services for local primary schools.

14. Our overall pattern of worship continues to reflect our aspiration to offer high quality worship in the best of the Anglican tradition, combining dignity with variety and accessibility for different ages. This approach reflects our identity as a parish and our commitment to maintain an open and hospitable ethos, rather than a sectarian and niche appeal. It is worth noting that our monthly services (Choral Evensong, Compline, Taizé Evening Prayer and Teatime Worship) attract distinct and sometimes sizeable and very different congregations. Sadly, in interregnum, the one service we could not continue has been evening prayer, but it is impressive that that has been the sole 'casualty' of vacancy and the overall 'reach' of our prayer and worshipping life at St Mary's is therefore pleasingly large and not merely limited to Sunday mornings.
15. Alongside the church services and the range of pastoral work which underpins them, the wider life of the church continued to grow and flourish. Within the life of the congregation, groups such as Mothers' Union and Julian Group continued to provide opportunities for spiritual nurture and fellowship under confident lay leadership. Lent groups provided similar opportunities for faith formation and discipleship, and it was particularly encouraging to prepare four adult candidates for baptism and/or confirmation over the course of the year.

16. One of the distinctive features of St Mary's continues to be its role within the wider community. During the year the church was host to a range of community events and initiatives (several of which were arranged under by the charity Music at St Mary de Haura details of which can be found in paragraphs 46-48). The Art Festival, which Gillian Goldsmith with the support of The Friends of St Mary's organised, was held once again at the beginning of June and was well attended.



Some Arts Festival Submissions

The weekly guided tours of St Mary's during the summer months and during the national Heritage Open Days festival in September also attracted people to the church from near and far. In October, Wordfest – Shoreham's annual literary festival – held events in church including a very well-attended evening in conversation with Hugh Bonneville. Additionally, the church continued to open its doors for 'Light Up Shoreham' and the monthly Farmers' Market. Last but not least, the Christmas Tree Festival in early December – held in aid of the Friends of St Mary's – was again a tremendous success, with over a thousand visitors over the



Christmas Tree Festival

weekend sharing in a beautiful festive atmosphere in church and particular thanks are owed to Jayne and Phil Crompton for this and all they do for The Friends of St Mary's. All these events testify to the importance of the church as a space for wonder, hospitality, fun and relationship-building.

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17. Finally, the social and fundraising life of the church continued 2024, providing a corresponding boost both to congregational morale and church funds. The efforts of the newly formed Fundraising Group and particularly Louise Smith, our Parish Administrator, are particularly worthy of mention in this respect: her continued use of the Parish Centre for regular 'Pop-up Shops' have drawn together the skills and talents of many members of the St Mary's community.



Pop Up Shop Produce

18. Inevitably, this report provides only a partial snapshot of what was an immensely full and rewarding year in the life of St Mary's. Further detail is provided in the reports below and thanks are due to everyone involved in producing them.

Children & Families - report by Sarah Sayers, Children and Families Co-ordinator

19. **Children and Family Activities at St Marys Annual Report covering from January 2024 to January 2025**

Children and Families continue to be a solid foundation at St Mary de Haura with preschool children, primary age children with their families and families from the wider church community attending various services and groups run by Sarah Sayers our Children and Family's Co-ordinator.

March 2024 saw the departure of Rev Andrew which meant St Marys has been in vacancy.

This has proved challenging however, working closely with and organising other members of supporting clergy either retired or from other churches we were able to provide a stable and expected presence at our monthly Teatime worship and Christmas services.

General update

- **Shine Sunday School** continues to flourish with good numbers attending on average 8 -12 children with some accompanying parents with cross overs from Toddler Time and Mary's Music children attending.
Shine takes place every 2nd and 4th Sunday of the month for primary age children. It starts in our hall before all children and accompanying adults return to the church during the main Eucharist.
- **Marys Music and Toddler Time** continues to run with a good mix of people attending (mums, dads, and grandparents) bringing their little ones to connect and support one another. Good friendships have been made amongst those attending some of which exist outside these groups.
- **Toddler Time**
Toddler Time is very popular 15-25 children plus adults attending.
There are crafts, singing and a story time held within the church all of which I have to set up, run and pack away!

I now offer refreshments each week from the trial period (Jan 2024) at Toddler Time.

This has proved a popular addition in the church and I have a wide mix of people attending this session who love the church at the heart of this morning.

- **Teatime Worship**
Teatime Worship continues to attract on average 35-40 persons once a month. This still continues to be an important service for families due to its simple relaxed service format and maintaining an important connection to the church for worship and pastoral care.

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20. **Easter 2024/2025**

I organised a Good Friday community craft and story activity which saw 80 plus people attending and taking part in the crafts and discussions of the Easter story in the church.

Easter Sunday 2024 I organised a fund-raising event “The Easter Bunny Hop” for families to take part after the main service with children hoping and jumping around the church!

The event was match funded by a congregation member’s supportive company and raised £1000. This fund-raising event will take place again for Easter 2025 as well as the Good Friday craft event in the church. A special Easter Sunday Shine (Sunday School) will take place as well as an egg hunt for the young and young at heart in the church yard!

Christmas 2024

Christmas 2024 saw high numbers attend our now established Christmas programme of activities and family services

The **Pop-up Nativity** saw over 100 persons attending which this year was a stand-alone family service unlike last year was part of the tree festival.

The **Christingle** and **Christmas Eve Crib** services are now firm favourites among the community seeing over 200 persons attending each one.

Building on the previous year I ran another Christingle making session which saw volunteers from our regular families and the Ukraine support group come together to make over 100 Christingles for the service.

All of the Christmas services – Pop up Nativity, Christingle and Crib service saw a high cross over of families from the various groups I run and co-ordinate (Shine /Marys Music /Toddler Time/Teatime worship) as well as families from the wider town community attending.

21. **Advertising and Social Media** – To ensure that the many weekly and special events throughout the year are advertised I also manage the Children & families Facebook page and email account which also requires the use of and creation of numerous electronic and real-world posters for the various notice boards and online space.

Safety Compliance - This year I renewed my required Diocese Safeguarding Leadership Training which was undertaken and ensured my Enhanced DBS was submitted.

First Aid - To ensure safety and compliance I completed and gained Level 3 award in Emergency First Aid at Work in October 2024.

These were both in my own time.

Other

In addition to the above, I organised an interactive art display for the wider community to contribute to during the Art festival held in the church, maintained Sunday school throughout the summer holidays, organised and run a community Teddy Bears picnic and held summer specials for Marys Music preschool singing in the church yard and a Toddler Time in the church.

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22. Reflecting

It is important to reflect how accessible our services are for families today. One in particular I wanted to focus on is our All-Age Service which takes place every 3rd Sunday of the month.

In January 2025 I selected 3 churches who advertise All Age Services in Hove and Worthing to see how this particular service is run and engaging families.

I look forward to working with Rev Dominic who is to be our new resident vicar (March 2025) and develop our All-Age service to encourage future family's participation at St Marys.

Sarah Sayers

Children and Families Coordinator

Safeguarding

23. Safeguarding responsibility in the parish in 2023 continued in the highly competent hands of Ash Sayers, our Parish Safeguarding Officer (PSO). In his professional life Ash is a serving police officer and brings a great deal of diligence and expertise to the role, particularly in ensuring compliance with the evolving framework of safeguarding training for PCC members, staff and others. As a result, all PCC members, clergy and staff were fully up-to-date with their mandatory safeguarding training and DBS checks (if applicable) at the year's end.
24. There were no safeguarding reports or events in 2024. That said, some of the antisocial behaviour in church (as mentioned above) was reported to the police and this triggered them to make safeguarding interventions in respect of some of the young persons involved.
25. More formally, the parish continues to be registered with Thirtyone:Eight, the independent Christian safeguarding charity.

Eco Church and Churchyard committee - Report submitted by Anthony Rathbone

26. Eco Church

The Eco Church Working Group (ECWG) first met in March 2023. Its purpose was to help the church become more environmentally aware and take actions to reduce the church's impact on the environment. The chosen means for doing this was by participating in the A Rocha 'Eco Church' initiative. Currently the church has Bronze status.



One of the areas that the ECWG was most actively involved in was the churchyard. A subgroup had been set up and was in the process of developing a Churchyard Management Plan (CMP). Membership of this subgroup included not only church members but also the local community and Adur Council's Bereavement Team.

In May 2024 the PCC agreed to simplify structures by amalgamating the ECWG and the CMP group and constituting a new Eco Church and Churchyard Committee as a formal subgroup of the PCC.

(NB A Churchyard Committee had been set up by the Revd Andrew Bennison in June 2023 but this had only met once and there are no official minutes of that meeting. The main purpose of the

Trustees Annual Report for 2024

committee was to ensure that the work of the Church and Churchyard Memorial Researcher was officially recognised and that their records would be preserved and made accessible to others.)

27. The purpose of the new Eco Church and Churchyard Committee is to:

- Advise the PCC on all matters relating to environmental issues and sustainability and in particular how the Church of St Mary de Haura itself can reduce its environmental impact.
- Promote awareness of environmental matters among the church membership.
- Advise the PCC on all matters relating to the churchyard, including the memorials and graves contained therein and any records associated with them.
- Further the church's participation in the A Rocha 'Eco Church' initiative. The aim is for the church to achieve Gold status.

The committee meets quarterly. Its membership comprises a minimum of five members of the congregation, a churchwarden, a representative of the Friends of St Mary's, the church and churchyard memorial researcher, a representative of the Church of the Good Shepherd (observer status). Others may be co-opted as necessary.

One of its first visible activities was our contribution to Great Big Green Week in June. On a fine summer's day, we brought together in the churchyard several local environmental groups, including SDOS (birdwatchers), the Bat Conservation Trust, and Shoreham by Cycle. There were various activities organised, including a nature trail, and the afternoon ended with an event called 'Holding Hope Together'. Gathering Light Choir lead us in song as we expressed our concern for the environment and renewed our commitment to caring for God's creation.

In September we developed and took to the PCC a Tree Planting Policy. The main reason for doing this was that several people had approached the church wanting to plant a tree in the churchyard, either as a memorial for a relative or as a symbol of hope and faith. It was agreed:



Churchyard

28. Our other main achievement over the year was drawing up a Churchyard Management Plan for 2024-25. This was ratified by the PCC in November. Our priorities for action in 2024-25 are:

- Bigger, better litter bins
- Provision of dog waste bins
- Conserving/repairing the surrounding flint walls
- Hot composter
- Explanatory notice boards
- Keeping the churchyard weed and litter free
- Improving communication with the congregation and local community.

My thanks to everyone who served on the old groups and those who are now serving on the new committee. We have made a great start but there is still a long way to go!

Anthony Rathbone (Chair)

Trustees Annual Report for 2024

Church buildings

29. The 2023 Quinquennial Inspection identified necessary works to the external stonework on the South and East walls of the South Aisle, on the pinnacles of the Flying Buttress on the South wall of the South Aisle and internal repairs to the stonework on the East wall of the Nave and the west wall of the tower. Grants were sought successfully from the National Churches Trust and the Wolfson Foundation of £8k and £5k respectively. The Trustees were extremely grateful to both bodies. Together with £16k repurposed from a bequest – with Charity Commission approval – a total of £29,000 was received towards the repairs.



Internal Church Repairs

30. All routine inspections took place: the lightning conductor, flagpole, fire extinguishers, security alarm, PAT testing, gutter clearance, organ blower, and church clock. When the annual maintenance check on the two boilers took place, unfortunately one of the boilers failed and was condemned. The heating system has been operating on only one boiler while a working group assesses the best way forward.

31. In the churchyard, a further two benches were installed along the east side of the churchyard the cost of which was met by the families whose deceased family members they commemorate.

The churchyard continues to be looked after by Adur Council for grass cutting and by an enthusiastic team of volunteers who look after the graves and flower beds.

We are very grateful for their hard work which helps to make the churchyard a much used and valued green space within the town.



Jenny's Bench

32. The work the Eco Church and Churchyard Committee has undertaken strengthens further St Mary's commitment to look after this beautiful local amenity. The Burial Ground Management System now forms part of the Eco Church and Churchyard Committee, and work continues on maintaining and updating the important information held by the system.
33. The PCC is responsible for the maintenance of the Medieval Ruined Nave, a scheduled ancient monument.

The Friends continue to support the Parochial Church Council by covering all maintenance costs for the church for which the PCC is very grateful.

Mission 2020

34. The Mission 2020 committee has continued to meet to consider the best way of progressing with the proposed development of the property that the church owns in New Road, Shoreham. As previously reported the property has for many years been a drain on our financial resources as it is in a poor state of repair. The vision had been to prepare plans for a residential development incorporating better facilities for the Parish centre. It was also envisaged that the completed development would deliver a steady income stream for the church. This would have provided greater financial security and enable us to enhance our work in the wider community.

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35. Increased costs in the post-covid area made the affordability of our achieving this vision on our own unrealistic. Accordingly, different options were explored. This included considering the less-desirable option of selling the site. The other option was to explore the possibility of working with a local company in a joint venture. This option was favoured and a number of local developers were approached with three invited to present their ideas.
36. With the assistance of professional advice, a local developer with experience in developing similar projects is in the process of being appointed to work with the Trust. The aim is to redevelop the site, keeping the main structure intact and converting to part residential and part community space, the community space to be retained by the Trust for the benefit of the Church and local community. This approach reduces the project risk, secures the financial future of the Church as well as being a more environmentally friendly approach.

The Church School, St Nicolas and St Mary's Church of England Primary School.

Report by Headteacher Mr Andrew Lincoln.

37. 2024 can best be described as a year of Change and New Beginnings for us all at the school. After two years as part of the Bishop Otter Academy Trust, the difficult decision was taken for the Trust to cease operations which meant we needed to look for a new home and happily since December 2024 the school is now part of the Diocese of Chichester Academy Trust (DCAT).
38. The school like many across the country has continued to have to operate in an extremely challenging financial climate and this alongside the move to DCAT meant we said goodbye to a number of much-loved staff including our Deputy Headteacher, Hannah Wing and our former headteacher and Executive Headteacher David Etherton (now headteacher of Seaford Primary School). We have however welcomed new class teachers and support staff to the St Nic's Team and our streamlined Senior Leadership Team continues to lead the school with Courage, Faith, Hope and Love.
39. We were extremely pleased to see the culmination of the refurbishment work on our ARK teaching block. Staff and children coped wonderfully with the challenges of the temporary teaching classrooms/reduced outdoor space. However, we are all in agreement as to the hugely positive impact we have seen from being able to once again access our excellent teaching facilities.
40. Finally, the school was incredibly pleased to have received two very positive inspection reports following our SIAMS (Statutory Inspection of Anglican & Methodist Schools) in October 2024 and Ofsted in December 2024. We are incredibly proud of how the reports reflect the wonderful work of our whole school community (Staff, governors, parents and children) and of the all the quotes in the reports the line below to me perfectly sums up the experience I want for every child and adult at St Nicolas and St Mary's:

'This is a school where people know they are loved' (SIAMS Oct 2024).

Music

41. Music continues to play a significant role in the worship and life of St Mary's. Our Services are enriched by choral and organ music – and we support the local community in being able to provide quality music at weddings, funerals/memorial services and school services. In addition, the church hosts concerts some of which are arranged by the charity Music at St Mary de Haura, and other events, attended by many from the local community and beyond.

Trustees Annual Report for 2024

In December 2024 we announced that:

After over 16 years of devoted service to the church of St Mary de Haura, Stuart Hutchinson is relinquishing his post as Director of Music and Organist to accommodate a busy schedule of professional engagements as Conductor and Musical Director.

We thank Stuart for his many years of service to the church and wish him well in all his future endeavours. We would also like to extend warm thanks to the number of local organists who have been available to play not just on Sundays but over Christmas services etc. Most notably we would like to thank Phillip Bailey and Peter Lewis between whom virtually all services have benefitted from the majestic impact of the organ

42. We are particularly grateful to Louise Gill for giving many voluntary hours in the administration of music. In recent months Louise has taken on a far greater organisational role in the choir and for this we are incredibly grateful. Thanks are also due to Pauline Cakebread who maintains the choir robes as she has done for many years.

Choir report – by Louise Gill.

43. During a time of uncertainty, we have been able to maintain a choir presence at Sunday services with the help of organists, Philip Bailey and Peter Lewis. Thanks must go to Helen, Naomi, Sarah, Gill and Richard for their loyalty and perseverance. The music during Darkness to Light was much appreciated and proved that a few voices can be effective in creating a quiet and meaningful service.

The choir were enthusiastic in their wish to sing the music set.

44. The Town Carol Service was possible because guest singers were happy to give up their time to support it. Richard Evans contacted them, and we are grateful to him for his time and enthusiasm. Without the help of Pauline Cakebread we would not have looked a cohesive choir and she has offered to continue looking after the choir and server's robes. Lastly, wedding couples and families of those attending funerals ask if a choir is available to sing at these services. Without the support of St. Nicolas church choir, we would not have been able to supply singers for these important occasions. So, heartfelt thanks must go to St Nic's, especially Ro Hotston who liaises with us.
45. The church has a fine 3-manual Norman & Beard organ of 1894 which suffered a few mechanical and electrical faults in 2024 due to humidity, resultant corrosion, and shrinkage. Rehearsals are supported by a portable Roland digital piano, purchased in 2014 with funds from 'Music at St Mary de Haura'. Although the church does not possess its own acoustic piano, we are very grateful to Ann Wroe for the long-term loan of a Yamaha C3 grand piano ('Music at St Mary de Haura' promotes at least one event a year raising funds for 'Gospel Oak Action Link', the charity founded by Malcolm Wroe). At some point the church will need to consider buying its own piano (a new piano comparable to that on loan which cost £31,000).

Music at St Mary's

46. 'Music at St Mary de Haura' is a charity⁵ which was set up in 2006 to enable the church "to promote, improve, develop and maintain public education and appreciation of the arts and science of music in all its aspects by the presentation of public concerts and recitals". As well as arranging and hosting concerts and other events, it holds the David Bennet Memorial fund (£6,041.19), established in 1989 to encourage young organists, with financial support for organ tuition.

⁵ Details of the charity can be found via: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/4025481/trustees>

Trustees Annual Report for 2024

47. The charity helps the church to diversify its reach into the local community by encouraging the community to make use of the wonderful space the church provides. Two concerts were held in 2024:

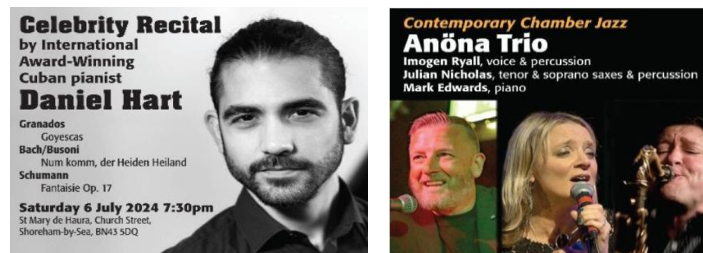
Saturday 6th July

A Celebrity Recital, by Cuban pianist Daniel Hart, included works by Granados, Bach-Busoni and Schumann.

Saturday 13th July

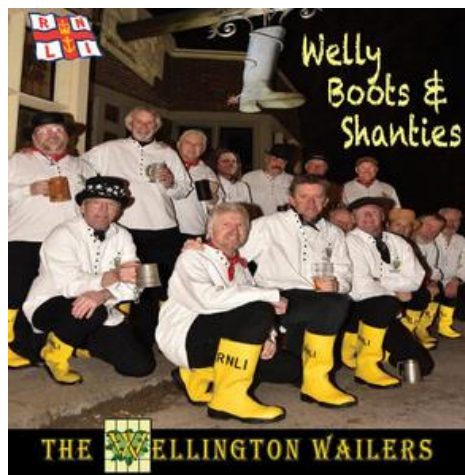
A Contemporary Chamber Jazz concert was given by the Anöna Trio.

Imogen Ryall voice & percussion, Julian Nicholas tenor & soprano saxes & percussion and Mark Edwards piano.



Concerts at St Mary's

48. **Adur Arts Forum** put on five Saturday lunchtime concerts in their Autumn series. The Rude Mechanicals Folk Ensemble. Paul Richards Classical/Jazz Guitar, Peter Mallinson and Matthias Wiesner Violas, Paul Gregory Classical Guitar and Yuri Paterson-Olenich Piano. Sunday afternoon concerts were given by The Wellington Wailers *Sea Shanties* and Klio Blonz *Flute* with Jane Beament *Piano*.



Other Concerts performed in St Mary de Haura

In April, Shoreham Wordfest celebrated Shakespeare in Words and Music.

In October, Shoreham Wordfest celebrated National Poetry Day. Poetry In Motion and The Charlotte Glasson Trio gave an evening of poetry, song and jazz. Also in October, New Sussex Opera Chorus performed Bethlehem, by Rutland Boughton.

In December, Seaford College Chapel Choir sang carols for their annual Christmas concert in aid of 4Sight and Shoreham Oratorio Choir performed a Christmas Concert including works by Mendelssohn and Handel and favourite carols.

Trustees Annual Report for 2024

We acknowledge the important contribution Gillian Goldsmith and Ian Tompkin have played as trustees of the charity in supporting its many activities.

St Mary's Bellringers - report by Ian Vaughan, Acting Tower Secretary.

49. St. Mary's has a friendly and close-knit band of bell ringers led by Tower Captain Hamish McKenzie. During the year the bells were rung regularly for the 10am Sunday Eucharists and also for Tuesday Evening Practices. Other occasions included ringing for weddings and "Light Up Shoreham".

In November, the ringers were deeply saddened by the untimely death of Cynthia Costelloe, who was one of only three experienced Change Ringers in the band and had carried out her duties as Tower Secretary extremely well. She is very sadly missed by everyone.

50. The ringers are always looking to recruit new members to the band in order to try and ensure that sufficient people are available to ring all eight bells when there are absences arising from holidays, sickness, work commitments, etc. If anyone would like further information, please contact Hamish or Ian, who will be happy to help.



The Bell Ringing Team

Mothers' Union

51. October 2023, I went to Autumn Diocesan Day, where I was persuaded by Karen Hill then diocesan president, and Rev Emma Ham-Riche to resume our monthly meetings which had stopped some months previously. I restarted meetings in November 2023. Here, we would like to thank Jenny Innes for her years of work as branch leader. We meet the 2nd Monday of the month in the parish rooms. We enjoy tea/coffee, biscuits and a chat together, as well as having some interesting speakers, and even the enjoyment of learning to play Rummikubs!

We have raised money for "Away From It All Holidays (AFIA) for vulnerable families by eating Smarties, praying Smarties and filling the tubes with coins! I'm grateful for the support I've had in this money raising, as well as at our meetings. We have been fortunate to have Rev Emma Ham-Riche to lead us in a course called Metamorphosis. She led us in morning and evening monthly meetings for the first 3 sessions. We're hoping she is able to lead us for the final 3 sessions.

Please come and join us. You will be most welcome. You do not have to be a member, or a mother. We are all mothers and fathers in many different ways.

Please pray for two of our members. Cynthia who passed away very suddenly in November and Barbara who has had a stroke. They are very much missed.

Valerie Bennett

Family Support Work

52. I am the parish rep on the deanery committee for FSW. They work with vulnerable families throughout the diocese. There is further information on the board in the church or on the website. They also work very closely with Mothers' Union giving them recommendations for families who need a holiday in one of their 2 caravans.

Trustees Annual Report for 2024

Martin Auton-Lloyd the CEO of the charity spoke after a 10am service about their work with families. There were many generous donations after hearing him speak.

At Christmas with much help from Sarah Sayers, and her contact with children and families, we were inundated with new and good second-hand toys for children whose families are unable to buy their children presents. My thanks to Sarah for work to organise this, and to the people who gave so generously.

Valerie Bennett

III Financial Review

Income & expenditure

- 53. The total receipts received on the general unrestricted fund were £104,484 (2023: £129,364) and are detailed in the financial report. Total expenditure on the general unrestricted fund was £157,309 (2023: £166,412).
- 54. A grant of £2,000 was received from New Shoreham Church Trust in respect of our Families and Children's Worker. We continued to receive regular giving through the Parish Giving Scheme (PGS), standing orders and the contactless card terminal.
- 55. Once again fundraising provided much needed income in 2024 and the final total for the year was £6,392 (2023: £17,719). Our grateful thanks go once more to everyone involved. Match funding from L&G was also received also for the Pop Up shop Events held in the Parish Centre by Louise and helpers and We are very grateful to Legal and General for their community support over the last few years, matching that raised in the Pop Up shops.
- 56. All income, except the grant detailed previously, are raised from the congregation and by fundraising, as St Mary's does not have a hall or any other external way to raise funds.

Parish Share, Staff costs & Trustee payments

- 57. The largest expenditure of the PCC was the sum of £52,500 paid to the Diocese for our share of all churches' Parish Ministry costs incurred by the Diocese (2023: £62,500). This amount covers the housing, stipend and pension costs of the clergy, and a standard sum for diocesan central costs and clergy training.
- 58. The PCC employed four part time staff: a Director of Music, Parish Administrator, Children Family and Youth Coordinator and a Verger. Two of those positions (that of the Parish Administrator and the Children, Family and Youth Coordinator are members of the PCC – Louise Smith and Sarah Sayers respectively).
- 59. Other costs incurred and paid included Council Tax, water charges and expenses for travelling and telephone for the vicarage which with the clergy expenses amounted to £ 2,703 (£9,187 in 2023). These were reduced as Revd Andrew Bennison left in March.

Trustees Annual Report for 2024

Giving

60. The table below sets out the church's giving for 2024, some donations are sent through the PCC bank account, and some are raised in church by parishioners and sent by them directly to the charity concerned.

	2024	2023	2022
The Children's Society	0	186.00	
Turning Tides	483.50	575.13	£2,124.53
Disasters Emergency Appeal			
Turkey/Syria earthquake	0	350.00	
British Legion	200.00	438.14	
Shoreham and Adur Community Foodbank	0		£1,208.93
Family Support Work	360.00	£150.00	£ 363.93
Christian Aid	253.50		£200.00
Mothers Union	153.00		

61. The PCC's policy is to maintain a balance in the general unrestricted funds which equates to approximately three months of unrestricted payments as contingency fund and to allow time to identify and develop new sources of income or to cut back on related expenditure. Three months' worth of essential expenditure, approximately £19,000, comprises salaries, utilities, photocopier rates and contingency. Free reserves (including unrestricted investments) were £24,771 (2023: £73,511) which equates to approximately 4 months essential expenditure based on the expenditure of the year ended 31 December 2023.
62. St Mary de Haura is a Grade 1 listed building, and The Friends of St Mary's is a separate charity with the responsibility for raising finance with which to support the on-going restoration of St Mary's. The Trustees are the Vicar and Churchwardens.
63. The PCC holds three designated (that is, restricted) funds which are invested within the Church of England Central Board of Finance Deposit Accounts:
- The Reginald Browne Bequest 1944: the balance at 31st December 2024 was £3,561. The conditions attached to the use of this fund are that a sermon must be preached from a prescribed text on Quinquagesima Sunday. The interest from this fund is used by the Incumbent at their discretion.
 - The Rice Bequest: the balance at 31st December 2024 £5,239. This fund is designated for the maintenance of a stained-glass window.
 - The Clement Bequest: balance at 31st December 2024 £1,074. This fund, the disbursement of which is at the discretion of the Vicar and Churchwardens, is designated for the maintenance of a grave in the churchyard.

Trustees Annual Report for 2024

64. At the meeting on the 21st of November 2023, the PCC agreed to repurpose £16,000 from the Rice Bequest to go towards the cost of necessary stonework repairs identified in the 2023 Quinquennial report and the Charity Commission have been informed. The cost of the repairs was £36,655 plus VAT (which was reclaimed from the Listed Place of Worship Grants Scheme). Applications for grants have been submitted for the remaining balance.

IV. MANAGEMENT OF THE CHARITY

Structure and Governance

65. The trustees of the charity are the ex officio and elected members of the PCC. The ex officio members are the priests of the benefice; the Churchwardens; and the members of the Deanery, Diocesan or General Synods. The other lay members of the PCC are elected at the Annual Parochial Church Meeting (APCM) by those on the electoral roll attending that meeting. The PCC may also co-opt additional members but did co-opt one person. The members of the PCC throughout 2024 were:

Ex officio: Revd Andrew Bennison Incumbent (until March 2024)
Revd Jane Bartlett, Associate Vicar
Sue Clay, Churchwarden (Until Oct 2024, then co-opted)
Ed Downes, Churchwarden.

Elected Lay Members

	Rebecca Allinson	(until APCM 2027)
	Chris Davis	(until APCM 2026)
	Louise Gill	(until APCM 2026)
	Sam Johnson	(until APCM 2025)
	Jonathan Smith (Lay Reader)	(until APCM 2025)
	Mark Potter	(until APCM 2027)
	Anthony Rathbone	(until APCM 2025)
	Gillian Robertson	(until APCM 2025)
	Sarah Sayers	(until APCM 2026)
	Louise Smith	(until APCM 2026)
	Ian Tompkin	(until APCM 2027)
	John Tyson	(until APCM 2026)
Co-opted	Terry Clark	(until APCM 2027)

66. Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent and curate, the churchwardens and members of the Deanery, Diocesan or General Synods) and 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.
67. The PCC has two Committees, the Standing Committee, which did not meet in 2024, and the 'Mission 2020' Committee which was established in 2014, to plan for the redevelopment of the two-storey property close to the church. The freehold of this property is held in trust for the church by

Trustees Annual Report for 2024

a separate charity⁶ of which the Incumbent and the two churchwardens were the sole trustees but in October, John Tyson and Gillian Robertson were added as trustees. A summary of the work of the Mission 2020 Committee is provided in paragraphs 34-36.

68. In addition, the responsibilities of the PCC for the maintenance and upkeep of the church, parts of which are nine centuries old, are supported by the work of another charity, The Friends of St Mary's Church, New Shoreham⁷. The Incumbent and Churchwardens are also the sole trustees of this.

Public Benefit

69. In accordance with our duties as stated in section 17(5) of the 2011 Charities Act, we have considered the guidance provided by the Charity Commission in regard to public benefit. This public benefit has been demonstrated by the activities undertaken since the inception of the charity outlined in the 'Objectives and Activities' section above.

⁶ The New Shoreham Church Trust details of which can be found through this link: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5160031>

⁷ Details of the charity The Friends of St Mary's can be found through this link: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/280315>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 DECEMBER 2024

70. The trustees/executive committee are required by law of England and Wales to prepare financial statements for each financial year which give a true and fair view of the Association's financial activities during the year and the financial position at the end of the year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
 - observe the methods and principles in the Charities SORP;
 - make judgements and estimates that are reasonable and prudent;
 - state whether applicable UK Accounting Standards have been followed, subject to any material departures, disclosed and explained in the financial statements; and
 - prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
71. The Trustees/Executive Committee are responsible for keeping accounting records which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.
72. This Trustees' Annual Report was approved by the PCC and signed on their behalf by the Deputy Chairman of the PCC, Ed Downes.



Ed Downes
Deputy PCC Chairman

Date:

11/5/25

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY DE HAURA, NEW SHOREHAM**

I report on the charity trustees on my examination of the accounts of the Charity for the year ended 31 December 2024.

Responsibilities and basis of report

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 145 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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

TC Group

Mark Cummins FCCA FCIE
for and on behalf of TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyping
West Sussex
BN44 3TN

Dated: 12 May 2025.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted funds 2024	Restricted funds 2024	Endowed funds 2024	Total funds 2024	Total funds 2023
Income and endowments from:	4	£	£	£	£	£
Donations and legacies		78,762	-	-	78,762	90,905
Charitable activities		10,026	-	-	10,026	10,609
Other trading activities		6,392	-	-	6,392	17,719
Investments		1,385	-	-	1,385	1,087
Other		7,919	1,094	-	9,013	12,226
Total income		104,484	1,094	-	105,578	132,546
Expenditure on:	5					
Charitable activities		156,721	1,032	16,000	173,753	168,306
Fundraising		588	-	-	588	134
Total expenditure		157,309	1,032	16,000	174,341	168,440
Net gains/(losses) on investments	10	4,085	-	304	4,389	2,121
Net movement in funds		(48,740)	62	(15,696)	(64,374)	(33,773)
Reconciliation of funds:	14					
Total funds brought forward		73,511	27,878	25,570	126,959	160,732
Total funds carried forward		24,771	27,940	9,874	62,585	126,959

The notes on pages 23 to 33 form part of these accounts.

All activities are classed as continuing.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

BALANCE SHEET

AS AT 31 DECEMBER 2024

	Notes	£	2024 £	£	2023 £
Fixed assets	10				
Unrestricted investments			10,008		5,923
Endowed investments			9,874		25,570
			<u>19,882</u>		<u>31,493</u>
Current assets					
Debtors	12	3,255		6,770	
Cash at bank and in hand		59,784		97,700	
		<u>63,039</u>		<u>104,470</u>	
Creditors: amounts falling due within one year	13	(20,336)		(9,004)	
			<u>42,703</u>		<u>95,466</u>
Net current assets					
			<u>62,585</u>		<u>126,959</u>
Total assets less current liabilities					
			<u>62,585</u>		<u>126,959</u>
Net assets					
			<u>62,585</u>		<u>126,959</u>
The funds of the charity	14				
Endowed funds			9,874		25,570
Restricted funds			27,940		27,878
Unrestricted funds			24,771		73,511
			<u>62,585</u>		<u>126,959</u>
Total charity funds			<u>62,585</u>		<u>126,959</u>

This Annual Financial Report, for the year ended 31st December 2024, including the notes following, was approved by the PCC and signed on its behalf by



Ed Downes
Deputy PCC Chairman

Dated.....11/9/25.....

Charity Number- 1174718

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Legal Status

The Church is an unincorporated charity registered in England and Wales, further details can be found on the front cover of these accounts.

2 Accounting policies

2.1 Accounting convention

The financial statements have been prepared under the Charities Act 2011 in accordance with applicable accounting standards and the current (2019) Statement Of Recommended Practice, Accounting and Reporting by Charities SORP (FRS 102).

Parochial Church Council of St Mary De Haura meets the definition of a public benefit entity under FRS 102. There are no material uncertainties about Parochial Church Council of St Mary De Haura's ability to continue as a going concern.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

The functional currency of the church is pounds sterling. Items in the accounts are rounded to the nearest pound.

2.2 Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

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

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

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

2 Accounting policies

(continued)

2.3 Income and endowments

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

Donations and legacies

Collections are recognised when received.

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

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

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC and the charity becomes entitled to the income.

Charitable activities

Income from charitable activities is recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

Fees are recognised as services are provided.

Other trading activities

Sales of magazines and study notes are recognised when received.

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

Investment income

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

All other income

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

Gains and losses on investments

Realised gains are recognised when the investments are sold.

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

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

2 Accounting policies (continued)

2.4 Expenditure

Expenditure is accounted for on an accruals basis and accounted for gross.

Grants

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

Church Activities

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

2.5 Fixed Assets

Investments

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

2.6 Cash Flow Statement

In accordance with Section 7 of FRS 102 the charity is claiming exemption from the requirement to prepare a cash flow statement on account of its size.

2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

2.8 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

2.9 Trustee remuneration

All the trustees donate their time spent running the charity on a voluntary basis and do not receive any remuneration for their work.

2.10 Estimates and judgements

Estimates and underlying assumptions are reviewed by trustees on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

3 Comparative Funds Statement of Financial Activities for the year ended 31 December 2023

	Unrestricted funds 2023 £	Restricted Funds 2023 £	Endowed Funds 2023 £	Total Funds 2023 £
Income and endowments from:				
Donations and legacies	90,905	-	-	90,905
Charitable activities	10,609	-	-	10,609
Other trading activities	17,719	-	-	17,719
Investments	1,087	-	-	1,087
Other	9,044	3,182	-	12,226
Total income	<u>129,364</u>	<u>3,182</u>	<u>-</u>	<u>132,546</u>
Expenditure on:				
Charitable activities	166,278	2,028	-	168,306
Fundraising	134	-	-	134
Total expenditure	<u>166,412</u>	<u>2,028</u>	<u>-</u>	<u>168,440</u>
Net gains/(losses) on investments	<u>(43)</u>	<u>-</u>	<u>2,164</u>	<u>2,121</u>
Net movement in funds	<u>(37,091)</u>	<u>1,154</u>	<u>2,164</u>	<u>(33,773)</u>
Reconciliation of funds:				
Total funds brought forward	110,602	26,724	23,406	160,732
Total funds carried forward	<u><u>73,511</u></u>	<u><u>27,878</u></u>	<u><u>25,570</u></u>	<u><u>126,959</u></u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

4	Analysis of income and endowments:	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds	Total Funds
		2024	2024	2024	2024	2023
		£	£	£	£	£
	Planned giving (excl. tax refunds)	12,789	-	-	12,789	13,429
	Loose cash collections	10,315	-	-	10,315	12,448
	Grants	2,000	-	-	2,000	5,000
	Gift Aid recoverable	10,481	-	-	10,481	15,962
	Sundry donations and appeals	12,698	-	-	12,698	19,437
	Parish Giving Scheme	30,479	-	-	30,479	24,629
	Donations and legacies	78,762	-	-	78,762	90,905
	Fees for weddings and funerals	6,511	-	-	6,511	5,594
	Church Hiring Fees	127	-	-	127	1,867
	Other sales	2,671	-	-	2,671	3,148
	Other Charitable activities	717	-	-	717	-
	Charitable activities	10,026	-	-	10,026	10,609
	Trading Activities	6,392	-	-	6,392	17,719
	Other trading activities	6,392	-	-	6,392	17,719
	Dividends and interest	1,385	-	-	1,385	1,087
	Investments	1,385	-	-	1,385	1,087
	St Mary de Haura Choir	-	561	-	561	1,317
	Music at St Mary de Haura	-	322	-	322	1,660
	Belfry Fund	-	211	-	211	205
	Children's activities	653	-	-	653	765
	Other (Shared costs – COGS)	7,266	-	-	7,266	8,279
	Other	7,919	1,094	-	9,013	12,226
	Total received on all funds	104,484	1,094	-	105,578	132,546

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

5	Analysis of expenditure on:	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Endowed Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
	Missionary and charitable giving (note 6)	938	-	-	938	1,549
	Ministry:					
	Diocesan parish	52,500	-	-	52,500	62,500
	Other clergy costs	2,703	-	-	2,703	9,187
	Staff (note 7)	48,672	-	-	48,672	34,464
	Upkeep of services	10,401	-	-	10,401	10,442
	Church running	10,279	-	-	10,279	10,590
	Belfry Fund	-	202	-	202	254
	St Mary de Haura Choir	-	830	-	830	1,324
	Music at St Mary de Haura	-	-	-	-	450
	Church maintenance and repair	288	-	-	288	5,346
	Parish office	12,733	-	-	12,733	12,735
	HR Consultation	11,939	-	-	11,939	-
	Children's activities	149	-	-	149	22
	Redevelopment Costs	3,000	-	-	3,000	17,603
	Church groups	251	-	-	251	100
	Subscription fee	351	-	-	351	-
	Other Charitable activities	717	-	-	717	-
	Stonework repairs	-	-	16,000	16,000	-
	Support costs (note 8)	1,800	-	-	1,800	1,740
	Charitable activities	156,721	1,032	16,000	173,753	168,306
	Fundraising costs	588	-	-	588	134
	Raising funds	588	-	-	588	134
	Total expended on all funds	157,309	1,032	16,000	174,341	168,440

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

6 Missionary and charitable giving:

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Endowed Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Worthing Homelessness	484	-	-	484	575
Disaster Emergency Committee	-	-	-	-	350
British Legion	200	-	-	200	438
The Children's Society	254	-	-	254	186
	<u>938</u>	<u>-</u>	<u>-</u>	<u>938</u>	<u>1,549</u>

7 Staff costs

Remuneration

	Total 2024 £	Total 2023 £
Operational	38,331	23,011
Administration and other	10,341	11,453
	<u>48,672</u>	<u>34,464</u>

All staff costs in the current and prior year were unrestricted.

Summary of Staff Costs

	Total 2024 £	Total 2023 £
Gross Pay	46,334	32,738
Employer's contribution to defined contribution scheme	1,024	824
National Insurance	1,314	903
	<u>48,672</u>	<u>34,464</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

7 Staff costs (continued)

Notes

During the current and prior year, none of the staff earned more than £60,000 p.a. An average of 4 staff were employed this year (2023: 4).

The church incurred termination payments during the year of £10,000 (2023: £nil)

8 Support costs (including Governance costs)

	Total 2024	Total 2023
	£	£
Independent examination	1,800	1,740
	1,800	1,740

9 Trustees and Key Management Personnel:

Key management of the church consist of the Clergy and the Church Wardens. The Clergy are paid a stipend directly by the Diocese and the church wardens are voluntary positions. As such, the key management of the church did not receive any remuneration either in 2024 or 2023. The PCC are not remunerated for their services as PCC members and have not received any reimbursement for expenses. Sue Clay, Parish Administrator and Sarah Sayers, Families and Children's Worker, are both Trustees and salaried members of staff who each received a market rate payment for their work. The PCC paid Council Tax, water charges and expenses for travelling and telephone for the vicarage together with curate expenses amounting to £2,703 (2023: £9,187).

10 Fixed Asset Investments

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total 2024	Total 2023
	£	£	£	£	£
Fair Value 1 January 2024	5,923	-	25,570	31,493	29,372
Utilised: Stonework repairs (Friends of St Mary's Church)	-	-	(16,000)	(16,000)	-
Net gains and revaluation	4,085	-	304	4,389	2,121
Fair value 31 December 2024	10,008	-	9,874	19,882	31,493

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

11 Analysis of net assets by fund

For the year ended 31 Dec 2024

	Unrestricted Funds £	Restricted Funds £	Endowed Funds £	Total 2024 £
Investment fixed assets	10,008	-	9,874	19,882
Current assets	35,099	27,940	-	63,039
Current liabilities	(20,336)	-	-	(20,336)
	<u>24,771</u>	<u>27,940</u>	<u>9,874</u>	<u>62,585</u>

Analysis of net assets by fund

For the year ended 31 Dec 2023

	Unrestricted Funds £	Restricted Funds £	Endowed Funds £	Total 2023 £
Investment fixed assets	5,923	-	25,570	31,493
Current assets	76,592	27,878	-	104,470
Current liabilities	(9,004)	-	-	(9,004)
	<u>73,511</u>	<u>27,878</u>	<u>25,570</u>	<u>126,959</u>

12 Debtors

	Total 2024 £	Total 2023 £
Gift Aid recoverable	1,324	3,500
Prepayments and accrued income	440	1,352
Shared Costs due from Good Shepherd	1,491	1,918
	<u>3,255</u>	<u>6,770</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

13 Creditors	Total 2024	Total 2023
	£	£
Utilities	1,956	1,586
Other creditors	1,903	2,763
Independent examiner	1,800	1,680
Hymn book loan	2,975	2,975
HMRC Creditor	1,702	-
Accruals	10,000	-
	20,336	9,004

14 Statement of funds	1 Jan 2024	Income	Expenditure	Gains / (losses)	31 Dec 2024
	£	£	£	£	£
General fund	73,511	104,484	(157,309)	4,085	24,771
Unrestricted Funds	73,511	104,484	(157,309)	4,085	24,771
St Mary de Haura Choir	3,424	561	(830)	-	3,155
Music at St Mary de Haura	18,444	322	-	-	18,766
Belfry	3,379	211	(202)	-	3,388
Historic England	2,336	-	-	-	2,336
Youth Group	295	-	-	-	295
Restricted Funds	27,878	1,094	(1,032)	-	27,940
Browne Bequest	3,481	-	-	80	3,561
Clements Bequest	1,043	-	-	31	1,074
Rice Bequest	21,046	-	(16,000)	193	5,239
Endowed Fund	25,570	-	(16,000)	304	9,874
Total Funds	126,959	105,578	(174,341)	4,389	62,585

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

14 Statement of funds (continued)

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

The Reginald Browne Bequest 1944 and is invested in the CBF Investment Fund shares. If a prescribed text is preached on the Sunday Next before Lent, then the Vicar may claim the accrued amount of interest on the capital.

The Clements Bequest is invested in the CBF Investment Fund shares. The fund is held for the maintenance of a grave in the churchyard.

The Rice Bequest is invested in the CBF Investment Fund shares. The fund is held for maintenance of the stained-glass window in St Mary's dedicated to Edwin Rice and for the Rice graves.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales:

The Belfry Fund holds the funds of the St Mary de Haura bell ringers.

The Youth Group Fund holds funds for the Youth Group based at St Mary and St Nicolas' school.

The Historic England Fund relates to grant income received towards repairs to the church fabric.

St Mary Church Choir holds funds for the church choir.

Music at St Mary de Haura holds funds relating to music at St Mary de Haura.

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides.

15 Control

The charity is under the control of the Trustees.

16 Taxation

As a charity, Parochial Church Council of St Mary De Haura is exempt from tax on income and gains to the extent that these are applied to its charitable objects.

17 Related party transactions

Other than the items detailed in note 9 of the accounts, there are no related party transactions to report (2023: none).

Accounts

Charity Number: 1174718

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

LEGAL & ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 DECEMBER 2023

Trustees

Rev Andrew Bennison
Rev Jane Bartlett
Jonathan Smith
Susan Clay
Edward Downes
Louise Smith
Anthony Rathbone
Gillian Robertson
Christopher Davis
John Tyson
Ian Tompkin
William Payne
Rebecca Allinson
Sarah Sayers
Louise Gill
Mark Potter
Samantha Johnson
Terence Clark

Charity number

1174718

Principal address and registered office

St. Mary De Haura Parish Office
1 New Road
Shoreham-By-Sea
BN43 6RA

Independent Examiners

TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Bankers

HSBC Bank PLC
1/3 Warwick St
Worthing
BN11 3DE

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2023

The Parochial Church Council of St Mary de Haura present their annual report, together with the financial statements for the year ended 31 December 2023.

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I. ST MARY DE HAURA THE CHARITY

Aim and Purposes as a charity

1. The charity's full title is 'The Parochial Church Council of the Ecclesiastical Parish of St Mary de Haura, New Shoreham'. It is registered with the Charity Commission (No 1174718). Full details of its registration and its previous annual reports and accounts can be found on the Charity Commission website¹.
2. The primary objective of St Mary de Haura's PCC is 'the promotion in the parish the whole mission of the church' that 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 for co-operating with the incumbent, the Reverend Andrew Bennison, in promoting in the ecclesiastical parish the whole mission of the Church – pastoral, evangelistic, social and ecumenical. In addition, it also has responsibility for maintaining the church building, a Grade I listed heritage site.

¹ Details of the charity St Mary de Haura, New Shoreham can be found via <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5104466/governance>

Trustees Annual Report for 2023

3. The PCC is required by the regulations in the Church Representation Rules² to have a Standing Committee which has the power to transact the business of the PCC between meetings and when it is not practicable to convene a full meeting. No Standing Committee meetings took place during 2023 as all relevant business was able to be transacted by the full PCC, which met on six occasions during the year. Occasionally, it transacted some business by correspondence.
4. The PCC has oversight of two charities: the Friends of St Mary's Church, New Shoreham³ and the New Shoreham Church Trust⁴ which manages the premises in New Road and East Street of which the church owns the freehold. The Incumbent and Churchwardens are the sole trustees of both charities.
5. The PCC has an informal Committee ('Mission 2020') which was established in 2018 and is focussed on supporting the trustees of the New Shoreham Church Trust. A summary of the work of this Committee is provided in paragraphs 34 - 36. In March 2023 the PCC also formally established a Churchyard Committee to support the Vicar and Churchwardens in discharging the responsibilities the church has for the churchyard (which is no longer used for burials), including liaising with the local authority who are responsible for its day-to-day management. The PCC also set up another informal group to take forward its commitment to becoming more sustainable by adopting the approach that the A Rocha Eco Church initiative has set out. A summary of its work is provided in paragraphs 26 – 28.

Activities and Achievements

6. After three years which were preoccupied with the impact of the Covid pandemic and subsequent recovery, 2023 was perhaps the first year in which the ministry and mission of St Mary de Haura resumed a more recognisable shape. The activity of a vibrant, town-centre church is never static, but combines tradition and routine with a constant flow of new activities, relationships and demands. The appointment of a new Vicar (who arrived in October 2022 after a mercifully short interregnum since his predecessor left in January 2022) has also enabled the church community to build on existing strengths whilst welcoming new insights and direction.
7. Highlights from the year are detailed below. Particular thanks are due to those individuals who stepped down from key roles in 2023 – including John Tyson as Churchwarden and Sue Clay as Parish Administrator – and to those who ably stepped into their shoes (Ed Downes and Louise Smith respectively), as well as to long-serving staff members, ministers, retired clergy and volunteers who continued to give sacrificially of their time and energies in support of the church. Together with the Vicar and PCC, their efforts ensured that prayer and worship, pastoral care and outreach, administration and hospitality (and many more things!) were all maintained and developed within the organic web of relationships and activity that make up our common life at St Mary's.
8. Our thanks are also due to the Revd Steven Emerson who moved on his role as Curate in the benefice in September 2023 to take up the role of Rector of Maybridge and West Tarring in the Deanery of Worthing. Steve made an immense and valued contribution to the life of the benefice during his four years with us and his departure was marked by much gratitude and love.



² Details of the Church Representation Rules can be found via <https://www.churchofengland.org/about/leadership-and-governance/legal-services/church-representation-rules/contents>

³ Details of the charity The Friends of St Mary's can be found via: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/280315>

⁴ The New Shoreham Church Trust details of which can be found via: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5160031>

Trustees Annual Report for 2023

II. REVIEW OF THE YEAR 2023

Highlights

9. 2023 was a year of both familiarity and fresh direction at St Mary's. Having emerged from both the Covid years and an interregnum in a position of enviable strength, it was gratifying to see much of the familiar pattern of services, events and activities take place. As a 900-year-old institution in a prominent town-centre location, the charitable purposes of St Mary's depend on the cultivation an organic web of activities and relationships within which the mission of God is discerned and the contribution of the Church to the wider community is realised. Hence, the regular pattern of activity includes both a full programme of worship and pastoral ministry (especially through life events: baptisms, weddings and funerals) as well as community events including concerts, children's



activities, coffee mornings and fundraising activities. Meanwhile, the commitment of the church to be open 365 days a year reflects our recognition of the importance of providing a place of sanctuary and hospitality within the life of our town. Indeed, much valuable administrative and practical activity behind the scenes is devoted to sustaining this important day-to-day ministry and witness.

10. Highlights from the year thus included both familiar events – such as the liturgies of Holy Week and Easter and as the annual Arts Festival – and new initiatives. During Lent, for instance, over 50 people from across the benefice participated in a Lent course written by Revd Andrew. Participants remarked on the valuable opportunity to develop friendships and relationships across both churches whilst exploring matters of faith and spirituality. In a very different way, a series of 'Pop-up Shops' and events created fresh opportunities for community and friendship-building during the second half of the year. A glance at our weekly Parish Newsletter throughout the year would reveal a characteristic mix of sacred and secular, congregational and community – reflecting our charism at St Mary's to be community of both depth and openness.



11. Of course, the year has not been without challenges. A dominant preoccupation during 2023 was the need to address our financial deficit and efforts in this direction were mounted with vigour and some success. Plans to redevelop the New Road building near the church and to improve our facilities in church have also required significant attention. Nonetheless, on a more down-to-earth level, a healthy Sunday attendance, a steady trickle of newcomers (of varied ages and backgrounds), a committed ministry of life events and a full and joyful turnout at Christmas and Easter services all thankful a Christian community which is in good heart. No church is perfect but we have much to be grateful to God for at St Mary's.

Trustees Annual Report for 2023

Services and other church activities

12. Trends for both regular and occasional worship at St Mary's continue to reflect patterns which are observed nationally. On the one hand, church attendance on Sundays has continued a recovery towards pre-Covid levels and attendance at Christmas and Easter reflected a level of vitality last seen in 2019. On the other hand, after a flurry of delayed post-Covid weddings and baptisms, the overall trend of decline in baptisms, confirmations and weddings has continued. This is a national phenomenon and reflects changes in legal possibilities (e.g. a wider range of wedding venues) as well as social-cultural changes in patterns of family life and rites of passage. The Vicar, Churchwardens and PCC endeavour to be as alert as possible to this changing landscape whilst continuing to give thanks for a rich and vibrant worshipping life.

Attendance at services	2018	2019	2020	2021	2022	2023
Baptisms	36	30	7	12	21	8
Confirmations	8	4	0	0	6	1
Admission to Communion before Confirmation	3	2	0	0	0	0
Easter Communicants	263	237	0	89	155	235
Christmas Communicants	179	227	0	144	153	211
Church attendance on an average Sunday	194	189	c.75	c.90	c.100	c.105
Weddings and Marriage Blessings	7	7	5	5	12	4

13. During Holy Week and Easter 2023 a full programme of services was held. Later in the year we were able to host the Town Remembrance Service. Church was full for this service and the continued popularity of Remembrance Day testifies to the ongoing civic role of St Mary's within the life of the town. It was likewise gratifying to welcome back Shoreham College and Shoreham Academy – two large secondary schools in the town – for their annual carol services, as well as to host a Sussex-wide carol service for St John Ambulance. In May, meanwhile, we hosted a successful service of Choral Mattins to mark the King's Coronation.
14. Our overall pattern of worship continues to reflect our aspiration to offer high quality worship in the best of the Anglican tradition, combining dignity with variety and accessibility for different ages. This approach reflects our identity as a parish and our commitment to maintain an open and hospitable ethos, rather than a sectarian and niche appeal. It is worth noting that our monthly services (Choral Evensong, Compline, Taizé Evening Prayer and Teatime Worship) attract distinct and sometimes sizeable and very different congregations. The daily discipline of Evening Prayer also provides a bedrock of prayer and presence in the building that many other parish churches have lost. The overall 'reach' of our prayer and worshipping life at St Mary's is therefore pleasingly large and not merely limited to Sunday mornings.
15. Alongside the church services and the range of pastoral work which underpins them, the wider life of the church continued to grow and flourish. Within the life of the congregation, groups such as Mothers' Union and Julian Group continued to provide opportunities for spiritual nurture and fellowship under confident lay leadership. Lent groups provided similar opportunities for faith formation and discipleship and it was particularly encouraging to prepare four adult candidates for baptism and/or confirmation over the course of the year.

Trustees Annual Report for 2023

16. One of the distinctive features of St Mary's continues to be its role within the wider community. During the year the church was host to a range of community events and initiatives (several of which were arranged under by the charity Music at St Mary de Haura details of which can be found in paragraphs 46-48). In May we partnered with Adur Voluntary Action to host a 'Volunteer Fair' over the Coronation weekend, with a large number of local charities and voluntary organisations represented. The Art Festival, which Gillian Goldsmith with the support of The Friends of St Mary's organised, was held once again at the



beginning of June and was well attended. The weekly guided tours of St Mary's during the summer months and during the national Heritage Open Days festival in September also attracted people to the church from near and far. In October, Wordfest – Shoreham's annual literary festival – held events in church and the church continued to open its doors for 'Light Up Shoreham' and the monthly Farmers' Market. Last but not least, the Christmas Tree Festival in early December – held in aid of the Friends of St Mary's – was a tremendous success, with over a thousand visitors over the weekend sharing in a beautiful festive atmosphere in church and particular thanks are owed to Jayne and Phil Crompton for this and all they do for The Friends of St Mary's. All these events testify to the importance of the church as a space for wonder, hospitality, fun and relationship-building.



17. Finally, the social and fundraising life of the church grew significantly during 2023, providing a corresponding boost both to congregational morale and church funds. The efforts of the newly-formed Fundraising Group and particularly Louise Smith, our new Parish Administrator, are particularly worthy of mention in this respect – as well as the tremendous commitment of Mark Potter, who once again raised significant funds for St Mary's through his sponsored walk, matched



by a donation from his employer, Legal & General, raising £12,000 in total, including gift aid. A welcome addition to the mix has been the use of the Parish Centre for regular 'Pop-up Shops' drawing together the skills and talents of many members of the St Mary's community.

18. Inevitably, this report provides only a partial snapshot of what was an immensely full and rewarding year in the life of St Mary's. Further detail is provided in the reports below and thanks are due to everyone involved in producing them.

Children & Families

19. Our Children & Families ministry, coordinated by Sarah Sayers (one of the church's four part-time paid members of staff⁵) has continued its strong recovery from the pandemic. Not only has there been a resumption of the full range of those activities, but attendance has grown and the feedback from them has been very positive. The main activities of the Children & Families ministry, which is aimed principally for nursery and primary school aged children, are:

⁵ The four part-time paid members of staff are the Director of Music, the Children & Families Coordinator, the Parish Administrator and the Verger.

Trustees Annual Report for 2023

- **'Sunday Shine'** (our weekly Sunday School): the focus of each event is shaped by the liturgical calendar. Crafts and games complementary to the bible reading engenders a fun and positive atmosphere which encourages children (on average between eight and 15 children attend each week) and their parents/carers to engage as well. It's been particularly encouraging to see more Dads attend!
 - **'Toddler Time'** (an hourly session each Wednesday morning is held in the church which is furnished appropriately) involves interactive play, story-telling and crafting as well as singing on a Christian theme and concludes with a prayer. As well as parents, several grandparents attend, and attendance is regularly up to 20 children. Feedback is particularly encouraging about welcoming the church space as well as the activities are - which is why we are keen to pursue the creation of a more permanent place for children and families in the church which the PCC is actively considering.
 - **'Mary's Music'**, (a two-hour weekly session on Monday mornings): though none of the sessions is that formal, Mary's Music by its nature engenders an informal atmosphere with time to chat and have light refreshments, sharing fellowship. Up to 15 children (plus their parents/carers) attend each week.
 - **'Teatime Workshop'** (a once-a-month short Sunday afternoon service in church): what has been most encouraging about this event is the increasing numbers of families attending it and Sunday Shine or the main church service (previously there was a tendency for families to attend one or the other). On average attendance is up to 40 at each of these services.
20. Over the **Summer holiday period**, we continued with all the usual activities and supplemented them with summer activities into the fabric of our usual events, established a closer connection with what routinely do rather than taking a 'summer break'. The results were encouraging. We held 'Summer Family Fun' days on 6th, 7th, 16th and 21st August as well as our annual Teddy Bears' Picnic encouraging the community to attend. The Family Walk which was part of summer events held on 21st August we joined forces with our friends from the Church of the Good Shepherd on Shoreham Beach.
21. As expected, due to our now well-established family-orientated focus the **Christmas services** aimed at children and families during December proved very popular. Highlights included:
- Over 100 attended the Pop-up Nativity which replaced the routine Teatime Worship. Together with our entry to the Christmas Tree Festival broadened the range of people attending.
 - Over 200 attended both the Christingle and Crib services – and a Christingle-making morning to prepare for the service with some willing volunteers added to the fun and festive spirit!
22. All in all, another good year! We are grateful to Sarah's unflagging energy and commitment to this important part of our work to reach into the community as well as to sustain the interest of the youngest members of the church and their parents and carers.



Safeguarding

23. Safeguarding responsibility in the parish in 2023 continued in the highly competent hands of Ash Sayers, our Parish Safeguarding Officer (PSO). In his professional life Ash is a serving police officer and brings a great deal of diligence and expertise to the role, particularly in ensuring compliance with the evolving framework of safeguarding training for PCC members, staff and others. As a result,

Trustees Annual Report for 2023

all PCC members, clergy and staff were fully up-to-date with their mandatory safeguarding training and DBS checks (if applicable) at the year's end.

24. During the year, very few safeguarding concerns arose. One involved the disclosure of a historic nature – unrelated to St Mary de Haura but disclosed in the course of our ministry. This was referred to Sussex Police with no further action needed. Our positive and productive relationship with the Diocesan Safeguarding Team continued.
25. More formally, the parish continues to be registered with Thirtyone:Eight, the independent Christian safeguarding charity.

Eco Church Working Group

26. To take forward its commitment to becoming more sustainable the PCC set up an Eco Church Working Group in January 2023. It is based on the approach set out by the A Rocha 'Eco Church' initiative⁶ which the diocese supports. The Working Group met every three months and its membership is drawn from across the congregation. It began work by conducting a reassessment of our church's environmental awareness and activity using the A Rocha survey of five areas of church life: worship and teaching; the management of church buildings; the management of church land; community and global engagement; and personal lifestyle. When St Mary's first conducted this self-assessment in 2019, we achieved the Bronze status. Given that the pandemic had since intervened, it wasn't altogether surprising that we rated ourselves Bronze again in 2023.



27. Inevitably, with a church building which is very old and Grade I listed and the uncertainty about the church hall building which is in a poor state, it will be difficult for us to be as environmentally friendly and sustainable as a more modern church. The Working Group therefore concentrated its activities on these other areas:

- Publishing articles on Green issues in each monthly edition of the Parish Magazine
- Linking up with other local environmental groups
- Reviewing the arrangements for coffee and refreshments in church
- Reducing printing costs in the parish office and using recycled paper
- Making the churchyard an even more environmentally friendly place than it is at present

28. The more immediately visible impact of what can be achieved in the churchyard encouraged particular efforts to prepare a Churchyard Management Plan (CMP). Thanks in no small part to the energies and effort of Anthony Rathbone who has led and coordinated all this work, the Churchyard Management Plan has attracted the interest and support of the wider community, including Adur Council (who have responsibility for the upkeep of most of the churchyard), the local ward councillor, the Shoreham Society and the Sussex Wildlife Trust.

⁶ <https://ecochurch.arocha.org.uk/>

Trustees Annual Report for 2023

Church buildings

29. The Quinquennial Review was conducted in early 2023 by our Inspecting Architect. He reported:
- “this church remains on the Historic England ‘Churches at Risk’ register and the condition is listed as “poor”. As I have commented before, this is no reflection of neglect, only of the effect of anno domini and a marine environment on the Caen stone of which the church is substantially built. While the masonry continues to decay, inside and out, the parish continue to look after the fabric conscientiously as much as their funds allow”.*
30. The report also noted that “Internally the church is in generally good order”; that “The roof slopes are generally in sound order”; and that “the external masonry warrants repair on most elevations. The worst are the south-facing windows on the south transept and south aisle.” The latter require repairs to the external stonework on the South aisle South wall and the East wall, the internal masonry in the bell ringing chamber and the opening of the Nave. The cost of this is estimated at c.£36,000 + VAT to meet which the PCC has resolved to repurpose a restricted fund and apply for grants the preparation of which the diocesan adviser has helped. Additionally, other priority works identified in the Quinquennial inspection – clearing the gutters and removing vegetation from the stonework – were completed.
31. Other work undertaken in the course of the year included:
- the five yearly inspection of the electrical circuitry in the church, which is generally in good condition, and such repairs as were necessary were carried out at a cost of £6,203, which was met by The Friends of St Mary’s;
 - repairs to the memorial stones in the main aisle of the Nave which had become bowed and lifted at the edges forming a trip hazard (the corners of the Purbeck slab were eased and ground down, and the surrounding York stone slabs rebbed flush with the memorial slab). The cost of this (£1,800) was met by the Friends of St Mary’s;
 - repairs to the boiler which cost £975 which The Friends of St Mary’s also met;
 - routine inspections of the lightning conductor, flagpole, fire extinguishers and the security alarm; and,
 - the organ was also tuned and we are very fortunate to have secured the services of a new organ tuner, Neil Lacey, following the retirement of Pat Christian our longstanding organ tuner who restored the organ in 1994.
32. Following the successful trial which began in 2022 of removing the two front pews from the South side of the Nave to enable wheelchair users to have better access to services, we applied and were granted a Faculty to make this a permanent arrangement.
33. In the churchyard, two new benches were installed along the East wall, the cost of which was met by the families whose deceased family members they commemorate. The plans showing the plots in the Garden of Remembrance were updated. The churchyard continues to be looked after by Adur Council for grass cutting and an enthusiastic team of volunteers who look after the graves and flower beds. We are very grateful for their hard work which helps to make the churchyard a much used and valued green space within the town. The work the Eco Church Working Group has undertaken (see paragraph 28 above) strengthens further our commitment to look after this beautiful local amenity.

Trustees Annual Report for 2023

Mission 2020

34. The Mission 2020 committee has continued to meet to consider the best way of progressing with the proposed development of the property that the church owns in New Road, Shoreham. As previously reported the property has for many years been a drain on our financial resources as it is in a poor state of repair. The vision had been to prepare plans for a residential development incorporating better facilities for the Parish centre. It was also envisaged that the completed development would deliver a steady income stream for the church. This would have provided greater financial security and enable us to enhance our work in the wider community.
35. However, with the significant increase in construction costs and interest rates, our financial property consultant advised that the scheme was no longer viable. Given this and the other demands on church funds, we were unable to incur the very significant costs of making a formal planning application. This prompted the committee to consider a wide range of possible options, including the sale of the building. However, amongst other disadvantages it would leave the church with no Parish centre and office accommodation.
The whole matter has therefore been very challenging in deciding on the best course of action.
36. Towards the end of the year the PCC decided to explore the opportunity of finding a suitable joint venture partner to share the risks and rewards of taking the development forward. Accordingly, instructions were given to our financial property consultant to investigate this option and we await the outcome of that work.

The Church School, St Nicolas and St Mary's Church of England Primary School

37. 2023 was the first full year of our new Senior Leadership Team in role. As with all schools we are working in an extremely challenging financial climate which sadly has meant that we were not able to retain all our temporary staff at the end of the school year. However, while managing this was not easy, the feedback from staff was that the process was carried out with care, compassion and fairness. The important role of the school's Board of Governors in supporting the staff must also be recognised. The Board includes as an ex officio governor the vicar St Mary de Haura (the vicar of St Nicolas is also a governor) and two representatives of St Mary's: we are grateful to Ed Downes and Pauline Higgins for their contributions in this role.
38. The school embarked on a multi-million pound refurbishment of our new(-ish) teaching block, partly to resolve some latent defects. This has meant half the school moving to temporary accommodation but

these works will be completed by August 2024. Improvements include new solar panels, new windows and doors, better insulation and a complete redecoration.
39. Following a slight dip in the number of new pupils joining the school during the pandemic, we are now experiencing a high demand for places once again. Prospective parents recognise our warm welcome, care for children, high academic results and inspirational, innovative and inclusive curriculum. In September we launched our new vision statement, following consultation and development work with stakeholders over the previous year:

'Be courageous! In God's faith, **hope** and love
be empowered to be *inspirational, inclusive* and *innovative*.'

Trustees Annual Report for 2023

40. This is based on Joshua 1:9 and 1 Corinthians 13:13. The school's Latin motto which is on our school badge, remains *Nihil Sine Deo* which means 'Nothing Without God'. As a school we want to be courageous like Moses before the burning bush. We want to explore faith, have hope and love our neighbour as ourselves.

Director of Music's report

41. Music continues to play a significant role in the worship and life of St Mary's. Our Services are enriched by choral and organ music – and we support the local community in being able to provide quality music at weddings, funerals/memorial services and school services. In addition, the church hosts concerts several of which are arranged by the charity Music at St Mary de Haura, and other events, attended by many from the local community and beyond.
- 
42. During the year the choir sang at three weddings/blessings and at ten funerals/memorial services (fewer than in 2022 when the numbers were respectively four and 12). Among the memorable events in 2023, the 'Mattins for a Monarch' on 7th May in commemoration of the coronation of King Charles III, was well attended by more than our regular congregation as well as community leaders. For both the annual town carol service and the 'Carols at St Mary's' the choir was augmented by guest singers. Many who attended these Christmas Services commented on the quality of the music and singing.
43. The choir is an Affiliated Member of the Royal School of Church Music and is committed to the RSCM Voice for Life training and awards scheme. The choir makes an invaluable contribution to worship, singing at the 10.00am Sunday Eucharist, at Choral Evensong every third Sunday and at other important dates in the liturgical calendar – including Advent, Christmas, Ash Wednesday, Holy Week, Easter. The choir is a voluntary organisation, and there is much musical reward in regularly singing a wide repertoire of cathedral-style music with just one rehearsal a week (Friday evenings (7.30pm – 8.45pm)). It comprises a fine small team of dedicated singers whose numbers are augmented by local singers to as many as 16 for services of Choral Evensong, weddings and funerals. Most of the personal fees received for singing at weddings and funerals are generously donated to the choir fund (which stood at £3,423.88 at the end of the year) from which purchases music and other expenses are paid.
44. We are particularly grateful to Louise Gill for giving many voluntary hours in the administration of music, to Pauline Cakebread for maintenance of choir robes, and thanks also to Tim Williams for his accomplished solos as choir Cantor and his design, printing and editing skills.
45. The church has a fine 3-manual Norman & Beard organ of 1894 which suffered a few mechanical and electrical faults in 2023 due to humidity, resultant corrosion, and shrinkage. Rehearsals are supported by a portable Roland digital piano, purchased in 2014 with funds from 'Music at St Mary de Haura'. Although the church does not possess its own acoustic piano, we are very grateful to Ann Wroe for the long-term loan of a Yamaha C3 grand piano ('Music at St Mary de Haura' promotes at least one event a year raising funds for 'Gospel Oak Action Link', the charity founded in the Malcolm Wroe). At some point the church will need to consider buying its own piano (a new piano comparable to that on loan which cost £31,000).

Trustees Annual Report for 2023

Music at St Mary's

46. 'Music at St Mary de Haura' is a charity⁷ which was set up in 2006 to enable the church "to promote, improve, develop and maintain public education and appreciation of the arts and science of music in all its aspects by the presentation of public concerts and recitals". As well as arranging and hosting concerts and other events, it holds the David Bennet Memorial fund (£6,041.19), established in 1989 to encourage young organists, with financial support for organ tuition.
47. The charity helps the church to diversify its reach into the local community by encouraging the community to make use of the wonderful space the church provides. The range of musical events in 2023 was again broad and deep
- In February, the 'Create Music' Youth String Ensemble (formerly 'BYOSE') gave its end of tour concert
 - The Shoreham Oratorio Choir performed Mozart's *Requiem* in March Saint-Saëns' *Oratorio de Noël* in December
 - In April, Shoreham Wordfest organised an event which celebrated Shakespeare in words and music
 - Shoreham Chamber Choir performed *Sacred Music, Madrigals and Folk Songs* in May and in October 'The Seasons' in support of national poetry day as part of Shoreham's literary festival 'Wordfest'
 - In July, Brighton Consort sang *a cappella* 'The Byrds & The Bees' music for summer inspired by nature
 - Bessie Matthews and Neal Richardson performed 'An Evening of Jazz' in September to help raise funds for the Friends of St Mary's
 - The saxophone quartet Changing Winds (Spencer Bundy, Tony Kent, Naomi Rides and Jenni Norman) gave a concert in October
 - In December Sussex Voiceworks' concert featured Vivaldi's *Gloria*, and Seaford College Chapel Choir sang carols for their annual Christmas concert in aid of 4Sight
48. In addition, Adur Arts Forum put on five Saturday lunchtime concerts in the Autumn. The Rude Mechanicals, Parker and Ridge folk duo, Peter Mallinson (Viola) and Lynn Arnold (Piano), Yoko Ono (Piano) and The Wellington Wailers - Sea Shanties. And Sunday afternoon concerts were given by the Pastores Early Music Ensemble and the Contemporary Music Ensemble. We acknowledge the important contribution Gillian Goldsmith and Ian Tompkin have played as trustees of the charity is supporting its many activities.

St Mary's Bellringers

49. 2023 was a successful year for St Mary's bellringers. With now nine regular ringers the bells have been rung for the 10am Sunday service every week, often on all eight bells. The Bellringers rang for three weddings and two funerals this year, and also for the 'Light up Shoreham' event in December.



⁷ Details of the charity can be found via: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/4025481/trustees>

Trustees Annual Report for 2023

50. In May an outing to ring at four towers in the Adur Valley was thoroughly enjoyed; and in November three of St Mary's ringers were joined by five experienced ringers from the Sussex County Association to ring a quarter peal of Grandsire Triples to mark Ian Vaughan's 70 years of membership of the Association.

III. FINANCIAL REVIEW

Income and expenditure

51. The total receipts received on the general unrestricted fund were £129,364 (2022: £133,324) and are detailed in the financial report. Total expenditure on the general unrestricted fund was £166,412 (£2022: £157,577). A deficit of £16,400 had been projected for 2023 and the reduced deficit is due to robust fundraising and a Stewardship drive which attracted an increase in the numbers signing up for the Parish Giving Scheme (PGS). The deficit of £33,773 is due to the completion of the refurbishment of the vicarage (£4,676) an increase in the parish office costs (£3,770) and £2k to salaries which are offset by fees received in respect of the Director of Music, and general increases in the cost of maintenance and upkeep of services.
52. A grant of £5,000 was received from New Shoreham Church Trust in respect of our Families and Children's Worker. We continued to receive regular giving through the Parish Giving Scheme (PGS), standing orders and the contactless card terminal installed in 2020.
53. Outward Giving - a donation was sent from a collection from the congregation to the Disaster Emergency Appeal for the Syria/Turkey earthquake of £350. Donations were also made to the British Legion of £438, The Children's Society from the Christingle collection of £186 and to Worthing based charity Turning Tides following the Christmas services collections of £575.
54. Once again fundraising provided much needed income in 2023 and the final total for the year was an incredible £17,719 (2022: £12,842). Our grateful thanks go once more to everyone involved, especially to Mark Potter again for his sponsored walk from St Mary's to Chichester Cathedral with the money raised being match funded by his employer, Legal and General, and raising £12,000 in total, including gift aid. Match funding from L&G was also received also for the Pop Up shop Events held in the Parish Centre by Louise and many Helpers and the Fashion show run by Cheryl and Louise was also a great success. We are very grateful to Legal and General for their community support over the last few years, matching what we have raised to a great sum of up to £5,000. Sadly, this was the last year where they were able to match funds to such a large amount, going forward they are reverting to pre-covid levels.
55. All income, except the grant detailed previously, are raised from the congregation and by fundraising, as St Mary's does not have a hall or any other external way to raise funds.

Parish Share, Staff costs & Trustee payments

56. The largest expenditure of the PCC was the sum of £62,500 paid to the Diocese for our share of all churches' Parish Ministry costs incurred by the Diocese (2022: £60,000). This amount covers the housing, stipend and pension costs of the clergy, and a standard sum for diocesan central costs and clergy training. We are pleased to report that in 2023, we were able to pay our Parish Share in full once again

Trustees Annual Report for 2023

57. The PCC employed four part time staff: a Director of Music, Parish Administrator, Children Family and Youth Coordinator and a Verger. Two of those positions (that of the Parish Administrator and the Children, Family and Youth Coordinator are members of the PCC – Louise Smith and Sarah Sayers respectively).
58. Other costs incurred and paid included Council Tax, water charges and expenses for travelling and telephone for the vicarage and curate's house (until October 2023) which with the clergy expenses amounted to £9,187 (£10,647 in 2022). This figure has been higher than usual for the last two years as it includes refurbishments costs to the vicarage paid by the PCC, expenditure will be reduced in 2024.

Giving

59. The table below sets out the church's giving for 2023, some donations are sent through the PCC bank account and some are raised in church by parishioners and sent by them directly to the charity concerned.

	2023	2022	2021
The Children's Society	£186	£407	£371
Turning Tides	£575	£1,780	£345
Disasters Emergency Appeal (DEC) Turkey/Syria earthquake	£350	£108	-
British Legion	£438	-	-
Shoreham and Adur Community Foodbank	-	£1,209	-
Family Support Work	£150	£364	-
Christian Aid	-	£590	£600
Disaster Recover Ukraine	-	£858	-

60. The PCC's policy is to maintain a balance in the general unrestricted funds which equates to approximately three months of unrestricted payments as contingency fund and to allow time to identify and develop new sources of income or to cut back on related expenditure. Three months' worth of essential expenditure, approximately £19,000, comprises salaries, utilities, photocopier rates and contingency. The unrestricted reserves are approximately equal to 4 (2022: 6) month's essential expenditure based on the expenditure of the year ended 31st December 2023 which is considered sufficient and in line with the policy. Free reserves totalled £67,588 (2022: £104,636) at the balance sheet date.
61. St Mary de Haura is a Grade 1 listed building and the Friends of St Mary's is a separate charity with the responsibility for raising finance with which to support the on-going restoration of St Mary's. The Trustees are the Vicar and Churchwardens.

Trustees Annual Report for 2023

62. The PCC holds three designated (that is, restricted) funds which are invested within the Church of England Central Board of Finance Deposit Accounts:
- The Reginald Brown Bequest 1944: the balance at 31st December 2023 was £3,481. The conditions attached to the use of this fund are that a sermon must be preached from a prescribed text on Quinquagesima Sunday. The interest from this fund is used by the Incumbent at their discretion.
 - The Rice Bequest: the balance at 31st December 2023: £21,046. This fund is designated for the maintenance of a stained-glass window.
 - The Clement Bequest: balance at 31st December 2023: £1,043. This fund, the disbursement of which is at the discretion of the Vicar and Churchwardens, is designated for the maintenance of a grave in the churchyard.
63. At the meeting on the 21st November, the PCC agreed to repurpose £16,000 from the Rice bequest to go towards the cost of necessary stonework repairs identified in the 2023 Quinquennial report and the Charity Commission have been informed. The cost of the repairs is £36,655 plus VAT (which will be reclaimed from the Listed Place of Worship Grants Scheme). Applications for grants have been submitted for the remaining balance.

IV. MANAGEMENT OF THE CHARITY

Structure and Governance

64. The trustees of the charity are the ex officio and elected members of the PCC. The ex officio members are the priests of the benefice; the Churchwardens; and the members of the Deanery, Diocesan or General Synods. The other lay members of the PCC are elected at the Annual Parochial Church Meeting (APCM) by those on the electoral roll attending that meeting. The PCC may also co-opt additional members but did co-opt one person. The members of the PCC throughout 2022 were:

Ex officio	Revd Andrew Bennison Incumbent Revd Jane Bartlett, Associate Vicar Revd Steven Emerson, Assistant Curate (until September 2023) Jonathan Smith (from April 2023)
	Sue Clay, Churchwarden John Tyson, Churchwarden (until April 2023) Ed Downes, Churchwarden (from April 2023)
	Louise Gill, Deanery Synod Member (until April 2023) Chris Davis, Deanery Synod Member (until 2023) Jenny Innes, Deanery Synod Member (until 2023) Edith Leslie, Deanery Synod Member (until 2023) Louise Smith, Deanery Synod Member (from April 2023 and until April 2026)

Trustees Annual Report for 2023

Elected lay members

Rebecca Allinson	(until APCM 2024)
Chris Davis	(until APCM 2026)
Louise Gill	(until APCM 2026)
Sam Johnson	(until APCM 2025)
Mark Potter	(until APCM 2024)
William Payne	(until APCM 2024)
Anthony Rathbone	(until APCM 2025)
Gillian Robertson	(until APCM 2025)
Sarah Sayers	(until APCM 2026)
Jonathan Smith, Lay Reader	(until APCM 2023)
Louise Smith	(until APCM 2023)
Ian Tompkin	(until APCM 2024)
John Tyson	(until APCM 2026)
Co-opted	
Terry Clark	(until APCM 2024)

65. Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent and curate, the churchwardens and members of the Deanery, Diocesan or General Synods) and 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.
66. The PCC has two Committees, the Standing Committee, which did not meet in 2023, and the 'Mission 2020' Committee which was established in 2018, to plan for the redevelopment of the two-storey property close to the church. The freehold of this property is held in trust for the church by a separate charity⁸ of which the Incumbent and the two churchwardens are the sole trustees. A summary of the work of the Mission 2020 Committee is provided in paragraphs 34 - 36.
67. In addition, the responsibilities of the PCC for the maintenance and upkeep of the church, parts of which are nine centuries old, are supported by the work of another charity, The Friends of St Mary's Church, New Shoreham⁹. The Incumbent and Churchwardens are also the sole trustees of this.

Public Benefit

68. In accordance with our duties as stated in section 17(5) of the 2011 Charities Act, we have considered the guidance provided by the Charity Commission in regard to public benefit. This public benefit has been demonstrated by the activities undertaken since the inception of the charity outlined in the 'Objectives and Activities' section above.

⁸ The New Shoreham Church Trust details of which can be found through this link: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5160031>

⁹ Details of the charity The Friends of St Mary's can be found through this link: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/280315>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 DECEMBER 2023

69. The trustees/executive committee are required by law of England and Wales to prepare financial statements for each financial year which give a true and fair view of the Association's financial activities during the year and the financial position at the end of the year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures, disclosed and explained in the financial statements; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees/Executive Committee are responsible for keeping accounting records which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by the Deputy Chairman of the PCC, Ed Downes.



Ed Downes
Deputy PCC Chairman

Date: 19th March 2024

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY DE HAURA, NEW SHOREHAM**

I report on the charity trustees on my examination of the accounts of the Charity for the year ended 31 December 2023.

Responsibilities and basis of report

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 145 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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



Mark Cummins FCCA FCIE
for and on behalf of TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Dated: 3 April 2024

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2023**

	Notes	Unrestricted funds 2023	Restricted funds 2023	Endowed funds 2023	Total funds 2023	Total funds 2022
Income and endowments from:	4	£	£	£	£	£
Donations and legacies		90,905	-	-	90,905	94,880
Charitable activities		10,609	-	-	10,609	15,553
Other trading activities		17,719	-	-	17,719	12,842
Investments		1,087	-	-	1,087	938
Other		9,044	3,182	-	12,226	12,208
Total income		129,364	3,182	-	132,546	136,421
Expenditure on:	5					
Charitable activities		166,278	2,028	-	168,306	159,146
Fundraising		134	-	-	134	113
Total expenditure		166,412	2,028	-	168,440	159,259
Net gains/(losses) on investments	10	(43)	-	2,164	2,121	(4,097)
Net movement in funds		(37,091)	1,154	2,164	(33,773)	(26,935)
Reconciliation of funds:	14					
Total funds brought forward		110,602	26,724	23,406	160,732	187,667
Total funds carried forward		73,511	27,878	25,570	126,959	160,732

The notes on pages 20 to 30 form part of these accounts.

All activities are classed as continuing.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

BALANCE SHEET

AS AT 31 DECEMBER 2023

	Notes	£	2023 £	£	2022 £
Fixed assets	10				
Unrestricted investments			5,923		5,966
Endowed investments			25,570		23,406
			<u>31,493</u>		<u>29,372</u>
Current assets					
Debtors	12	6,770		17,611	
Cash at bank and in hand		97,700		122,897	
		<u>104,470</u>		<u>140,508</u>	
Creditors: amounts falling due within one year	13	(9,004)		(9,148)	
		<u></u>		<u></u>	
Net current assets			<u>95,466</u>		<u>131,360</u>
Total assets less current liabilities			<u>127,139</u>		<u>160,732</u>
Net assets			<u>126,959</u>		<u>160,732</u>
The funds of the charity	14				
Endowed funds			25,570		23,406
Restricted funds			27,878		26,724
Unrestricted funds			73,511		110,602
			<u>126,959</u>		<u>160,732</u>
Total charity funds			<u>126,959</u>		<u>160,732</u>

This Annual Financial Report, for the year ended 31st December 2023, including the notes following, was approved by the PCC and signed on its behalf by



Ed Downes
Deputy PCC Chairman

Dated 19/3/24

Charity Number- 1174718

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Legal Status

The Church is an unincorporated charity registered in England and Wales, further details can be found on the front cover of these accounts.

2 Accounting policies

2.1 Accounting convention

The financial statements have been prepared under the Charities Act 2011 in accordance with applicable accounting standards and the current (2015) Statement Of Recommended Practice, Accounting and Reporting by Charities SORP (FRS 102).

Parochial Church Council of St Mary De Haura meets the definition of a public benefit entity under FRS 102. There are no material uncertainties about Parochial Church Council of St Mary De Haura's ability to continue as a going concern.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

The functional currency of the church is pounds sterling. Items in the accounts are rounded to the nearest pound.

2.2 Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

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

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

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

2 Accounting policies (continued)

2.3 Income and endowments

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

Donations and legacies

Collections are recognised when received.

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

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

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC and the charity becomes entitled to the income.

Charitable activities

Income from charitable activities is recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

Fees are recognised as services are provided.

Other trading activities

Sales of magazines and study notes are recognised when received.

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

Investment income

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

All other income

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

Gains and losses on investments

Realised gains are recognised when the investments are sold.

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

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

2 Accounting policies (continued)

2.4 Expenditure

Expenditure is accounted for on an accruals basis and accounted for gross.

Grants

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

Church Activities

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

2.5 Fixed Assets

Investments

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

2.6 Cash Flow Statement

In accordance with Section 7 of FRS 102 the charity is claiming exemption from the requirement to prepare a cash flow statement on account of its size.

2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

2.8 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

2.9 Trustee remuneration

All the trustees donate their time spent running the charity on a voluntary basis and do not receive any remuneration for their work.

2.10 Estimates and judgements

Estimates and underlying assumptions are reviewed by trustees on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

**NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2023**

3 Comparative Funds Statement of Financial Activities for the year ended 31 December 2022

	Unrestricted funds 2022 £	Restricted Funds 2022 £	Endowed Funds 2022 £	Total Funds 2022 £
Income and endowments from:				
Donations and legacies	94,880	-	-	94,880
Charitable activities	15,553	-	-	15,553
Other trading activities	12,842	-	-	12,842
Investments	938	-	-	938
Other	9,111	3,097	-	12,208
Total income	133,324	3,097	-	136,421
Expenditure on:				
Charitable activities	157,464	1,682	-	159,146
Fundraising	113	-	-	113
Total expenditure	157,577	1,682	-	159,259
Net gains/(losses) on investments	(953)	-	(3,144)	(4,097)
Net movement in funds	(25,206)	1,415	(3,144)	(26,935)
Reconciliation of funds:				
Total funds brought forward	135,808	25,309	26,550	187,667
Total funds carried forward	110,602	26,724	23,406	160,732

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

4	Analysis of income and endowments:	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds	Total Funds
		2023	2023	2023	2023	2022
		£	£	£	£	£
	Planned giving (excl. tax refunds)	13,429	-	-	13,429	16,116
	Loose cash collections	12,448	-	-	12,448	12,727
	Grants	5,000	-	-	5,000	7,000
	Gift Aid recoverable	15,962	-	-	15,962	5,881
	Sundry donations and appeals	19,437	-	-	19,437	29,960
	Parish Giving Scheme	24,629	-	-	24,629	23,196
	Donations and legacies	90,905	-	-	90,905	94,880
	Fees for weddings and funerals	5,594	-	-	5,594	10,754
	Church Hiring Fees	1,867	-	-	1,867	1,394
	Other sales	3,148	-	-	3,148	3,405
	Charitable activities	10,609	-	-	10,609	15,553
	Trading Activities	17,719	-	-	17,719	12,842
	Other trading activities	17,719	-	-	17,719	12,842
	Dividends and interest	1,087	-	-	1,087	938
	Investments	1,087	-	-	1,087	938
	St Mary de Haura Choir	-	1,317	-	1,317	1,872
	Music at St Mary de Haura	-	1,660	-	1,660	816
	Belfry Fund	-	205	-	205	409
	Children's activities	765	-	-	765	775
	Other (Shared costs -- COGS)	8,279	-	-	8,279	8,336
	Other	9,044	3,182	-	12,226	12,208
	Total received on all funds	129,364	3,182	-	132,546	136,421

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

5	Analysis of expenditure on:	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowed Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
	Missionary and charitable giving (note 6)	1,549	-	-	1,549	4,276
	Ministry:					
	Diocesan parish	62,500	-	-	62,500	60,000
	Other clergy costs	9,187	-	-	9,187	10,647
	Staff (note 7)	34,464	-	-	34,464	37,565
	Upkeep of services	10,442	-	-	10,442	12,506
	Church running	10,590	-	-	10,590	5,033
	Belfry Fund	-	254	-	254	150
	St Mary de Haura Choir	-	1,324	-	1,324	1,253
	Music at St Mary de Haura	-	450	-	450	279
	Church maintenance and repair	5,346	-	-	5,346	7,874
	Parish office	12,735	-	-	12,735	9,855
	Children's activities	22	-	-	22	170
	Redevelopment Costs	17,603	-	-	17,603	7,668
	Church groups	100	-	-	100	400
	Support costs (note 8)	1,740	-	-	1,740	1,470
	Charitable activities	166,278	2,028	-	168,306	159,146
	Fundraising costs	134	-	-	134	113
	Raising funds	134	-	-	134	113
	Total expended on all funds	166,412	2,028	-	168,440	159,259

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

6 Missionary and charitable giving:

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowed Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
General	-	-	-	-	20
Christian Aid	-	-	-	-	200
Family Support Work	-	-	-	-	209
Worthing Homelessness	575	-	-	575	1,780
Foodbank	-	-	-	-	1,209
Disaster Emergency Committee (Ukraine)	-	-	-	-	750
Disaster Emergency Committee	350	-	-	350	108
British Legion	438	-	-	438	-
The Children's Society	186	-	-	186	-
	<u>1,549</u>	<u>-</u>	<u>-</u>	<u>1,549</u>	<u>4,276</u>

7 Staff costs

Remuneration

	Total 2023 £	Total 2022 £
Operational	23,011	24,849
Administration and other	11,453	12,716
	<u>34,464</u>	<u>37,565</u>

All staff costs in the current and prior year were unrestricted.

Summary of Staff Costs

	Total 2023 £	Total 2022 £
Gross Pay	33,640	36,866
Employer's contribution to defined contribution scheme	824	699
	<u>34,464</u>	<u>37,565</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

7 Staff costs (continued)

Notes

During the current and prior year, none of the staff earned more than £60,000 p.a. An average of 4 staff were employed this year (2022: 4).

8 Support costs (including Governance costs)

	Total 2023 £	Total 2022 £
Independent examination	1,680	1,470
	1,680	1,470

9 Trustees and Key Management Personnel:

Key management of the church consist of the Clergy and the Church Wardens. The Clergy are paid a stipend directly by the Diocese and the church wardens are voluntary positions. As such, the key management of the church did not receive any remuneration either in 2023 or 2022. The PCC are not remunerated for their services as PCC members and have not received any reimbursement for expenses. Sue Clay, Parish Administrator and Sarah Sayers, Families and Children's Worker, are both Trustees and salaried members of staff who each received a market rate payment for their work. The PCC paid Council Tax, water charges and expenses for travelling and telephone for the vicarage together with curate expenses amounting to £9,187 (2022: £10,647).

10 Fixed Asset Investments

	Unrestricted Funds £	Restricted Funds £	Endowed Funds £	Total 2023 £	Total 2022 £
Fair Value 1 January 2023	5,966	-	23,406	29,372	33,469
Net gains and revaluation	(43)	-	2,164	2,121	(4,097)
Fair value 31 December 2023	5,923	-	25,570	31,493	29,372

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

11 Analysis of net assets by fund

For the year ended 31 Dec 2023

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total 2023
	£	£	£	£
Investment fixed assets	5,923	-	25,570	31,493
Current assets	76,592	27,878	-	104,470
Current liabilities	(9,004)	-	-	(9,004)
	<u>73,511</u>	<u>27,878</u>	<u>25,570</u>	<u>126,959</u>

Analysis of net assets by fund

For the year ended 31 Dec 2022

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total 2022
	£	£	£	£
Investment fixed assets	5,966	-	23,406	29,372
Current assets	113,784	26,724	-	140,508
Current liabilities	(9,148)	-	-	(9,148)
	<u>110,602</u>	<u>26,724</u>	<u>23,406</u>	<u>160,732</u>

12 Debtors

	Total 2023	Total 2022
	£	£
Gift Aid recoverable	3,500	622
Prepayments and accrued income	1,352	14,873
Shared Costs due from Good Shepherd	1,918	2,116
	<u>6,770</u>	<u>17,611</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY DE HAURA, NEW SHOREHAM**

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

13 Creditors	Total 2023 £	Total 2022 £
Utilities	1,586	1,611
Other creditors	2,763	3,062
Independent examiner	1,680	1,500
Hymn book loan	2,975	2,975
	9,004	9,148

	1 Jan 2023	Income	Expenditure	Gains / (losses)	31 Dec 2023
14 Statement of funds	£	£	£	£	£
General fund	110,602	129,364	(166,412)	(43)	73,511
Unrestricted Funds	110,602	129,364	(166,412)	(43)	73,511
St Mary de Haura Choir	3,431	1,317	(1,324)	-	3,424
Music at St Mary de Haura	17,234	1,660	(450)	-	18,444
Belfry	3,428	205	(254)	-	3,379
Historic England	2,336	-	-	-	2,336
Youth Group	295	-	-	-	295
Restricted Funds	26,724	3,182	(2,028)	-	27,878
Browne Bequest	3,182	-	-	299	3,481
Clements Bequest	988	-	-	55	1,043
Rice Bequest	19,236	-	-	1,810	21,046
Endowed Fund	23,406	-	-	2,164	25,570
	160,732	132,546	(168,440)	2,121	126,959

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY DE HAURA, NEW SHOREHAM

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

14 Statement of funds (continued)

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

The Reginald Browne Bequest 1944, and is invested in the CBF Investment Fund shares. If a prescribed text is preached on the Sunday Next before Lent then the Vicar may claim the accrued amount of interest on the capital.

The Clements Bequest is invested in the CBF Investment Fund shares. The fund is held for the maintenance of a grave in the churchyard.

The Rice Bequest is invested in the CBF Investment Fund shares. The fund is held for maintenance of the stained glass window in St Mary's dedicated to Edwin Rice and for the Rice graves.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales:

The Belfry Fund holds the funds of the St Mary de Haura bell ringers.

The Youth Group Fund holds funds for the Youth Group based at St Mary and St Nicolas' school.

The Historic England Fund relates to grant income received towards repairs to the church fabric.

St Mary Church Choir holds funds for the church choir.

Music at St Mary de Haura holds funds relating to music at St Mary de Haura.

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides.

15 Control

The charity is under the control of the Trustees.

16 Taxation

As a charity, Parochial Church Council of St Mary De Haura is exempt from tax on income and gains to the extent that these are applied to its charitable objects.

17 Related party transactions

Other than the items detailed in note 9 of the accounts, there are no related party transactions to report (2022: none).

Accounts

Charity Number: 1174718

**THE PAROCHIAL CHURCH COUNCIL OF
ST MARY DE HAURA, NEW SHOREHAM**

**TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

LEGAL & ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 DECEMBER 2022

Trustees	See pages 16-17 for the list of Trustees
Charity Number	1174718
Principal address and registered office	St. Mary De Haura Parish Office 1 New Road Shoreham-By-Sea BN43 6RA
Independent Examiners	TC Group The Courtyard Shoreham Road Upper Beeding Steyping West Sussex BN44 3TN
Bankers	HSBC Bank PLC 1/3 Warwick St Worthing BN11 3DE

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

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PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

The Parochial Church Council of St Mary de Haura present their annual report, together with the financial statements for the year ended 31 December 2022.

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	Section	Subsection	Paragraphs
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I. ST MARY DE HAURA THE CHARITY

Aim and Purposes as a charity

1. The charity's full title is 'The Parochial Church Council of the Ecclesiastical Parish of St Mary de Haura, New Shoreham'. It is registered with the Charity Commission (No 1174718). Full details of its registration and its previous annual reports and accounts can be found on the Charity Commission website¹.

¹ Charity Commission website <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5104466/governance>

Trustees Annual Report for 2022

2. The primary objective of St Mary de Haura's PCC is 'the promotion in the parish of the whole mission of the church' that 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 Reverend Andrew Bennison, in promoting in the ecclesiastical parish the whole mission of the Church – pastoral, evangelistic, social and ecumenical – besides the usual maintenance responsibilities that an ancient Grade I listed church building presents.
3. The PCC is required by the *Church Representation Rules* to have a Standing Committee which has the power to transact the business of the PCC between meetings and when it is not practicable to convene a full meeting. No Standing Committee meetings took place during 2022 as all relevant business was able to be transacted by the full PCC, which met on six occasions during the year. One further meeting took place (the 'Section 11 meeting') to agree with the PCC of the Church of the Good Shepherd, Shoreham Beach, arrangements for selecting a new incumbent following Canon Ann's retirement.
4. The PCC has oversight of two charities: the Friends of St Mary's Church, New Shoreham²; and the New Shoreham Church Trust which manages the church-owned premises in New Road and East Street. The Incumbent and Churchwardens are the sole trustees of both charities.
5. The PCC has one Committee ('Mission 2020') which was established in 2018 and is now focussed on plans for the redevelopment of the two-storey property close to the church. The freehold of this property is held in trust for the church by the New Shoreham Church Trust³. A summary of the work of this Committee is provided in paragraphs 38-39.

Activities and Achievements

6. For St Mary de Haura, 2022 has been a year of transition. In many ways, the priorities of the church reflected the ongoing task of post-Covid recovery: renewing our pastoral, missional and liturgical activities whilst adapting to new realities, including changing patterns of church attendance and financial realities. Such priorities are inevitably linked to the changing dynamics of the town which St Mary de Haura reflects and serves; our aspiration and commitment to remain at the heart of the community as a space of hospitality and welcome remains undimmed.
7. 2022 has also been a year of transition for St Mary de Haura since the parish was, for most of the year, in interregnum. After ten years of inspiring and committed ministry at St Mary's, the Revd Canon Ann Waizeneker retired in January 2021. Ann's loss was keenly felt across the church and community but her legacy was clearly apparent in the strength of lay leadership during the interregnum: the PCC and Churchwardens moved swiftly to exercise their responsibilities during the vacancy and, as a result, the benefice experienced only an eight-month interregnum (relatively short by Church of England



Figure 1: Reverend Canon Ann's leaving party

² Details of the charity The Friends of St Mary's can be found through this link: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/280315>

³ The New Shoreham Church Trust details of which can be found through this link: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5160031>

Trustees Annual Report for 2022

standards) and a new incumbent was able to be appointed at the beginning of October. In the meantime, the curate and the wider team of associate clergy ensured that pastoral, spiritual and liturgical ministry in the parish continued and flourished. Particular thanks are also due to all those members of the congregation who gave so willingly of their time and energy to sustain our vibrant range of church activities during the interregnum – a remarkable feat made possible by generous and sacrificial commitments.

8. The churchwardens, John Tyson and Sue Clay would also like to extend their utmost gratitude for the support from Revd Steven Emerson, the PCC and the congregation during the interregnum, which made this period much easier to navigate. With special thanks to all those involved in the three major services held during this time, Mattins for a Monarch, the Commemorative Service for Her Majesty the Queen and the Licensing Service for Reverend Andrew.
9. The appointment of a new Vicar, the Revd Andrew Bennison, in October 2022 coincided with the busy autumn and Advent season of the church year. Ably assisted by colleagues, Churchwardens, PCC members and staff, Revd Andrew was able to begin taking forward the ongoing ministry and mission of the parish from a position of considerable strength.

II. REVIEW OF THE YEAR 2022

Highlights

10. After the disruption occasioned by the pandemic in 2020 and 2021, 2022 was the first year in which the regular pattern of services, events and activities at St Mary's began to re-assume a sense of stability. Particularly due to the leadership during the pandemic of the outgoing Vicar, the PCC was able to begin 2022 (and shortly afterwards, the interregnum) with a sense of clarity and confidence about its charitable purposes.
11. Indeed, the occasion of an interregnum is often an opportunity for such purposes to be strengthened and clarified as thought is given to the Parish Profile and the gifts needed in a new incumbent. The coherence, clarity and appeal of the Parish Profile bears witness to this process of self-reflection being undertaken deliberately and maturely. Conversations with the Archdeacon of Brighton and Lewes and the Bishop of Chichester during this process confirmed that St Mary de Haura continues to be viewed as a 'flagship' parish in the Diocese of Chichester with significant and enviable strengths.
12. Undertaking this process of advertisement and recruitment for a new Vicar alongside friends at the Church of the Good Shepherd testified to both the strength and flexibility of the relationship between the two parishes (this being the first time both parishes have been in interregnum as a joint benefice). The Benefice of New Shoreham and Shoreham Beach is unusual in having two vibrant and quite independent parish churches serving two equally vibrant and distinct areas of the town, yet with a shared commitment to collaboration and drawing upon one another's strengths. A shared clergy team and administrative arrangements enables each parish to 'take up the slack' for the other at different points, whilst all the while ensuring that effective parish-focussed ministry is preserved. The resilience of the benefice during the interregnum provides clear evidence that these arrangements are working well for the charitable purposes of both churches and the benefit of the whole community.

13. As well as providing an occasion for demonstrating the strength of lay leadership, the retirement of Canon Ann in January 2022 also provided an opportunity for demonstrating the ongoing strength of St Mary de Haura as a 'training parish' for curates. Having been priested in 2021, Revd Steve was able to step into the interregnum with confidence, benefitting from the effective working relationships and high level of competence among the PCC. Particular highlights were the liturgies of Holy Week and the Triduum; the missional and fundraising activities such as the Teddy Bears' Party and Zip Wire in August and the summer Arts Festival; and two special services marking the unique service the late HM Queen Elizabeth gave to the country and the church. The continued contribution to church life of our lay Reader, Dr Jonathan Smith, and several retired clergy who live in the parish was also deeply appreciated.



Figure 2: Teddy's Zip Wire



Figure 3: Commemorating the Queen

14. The arrival of a new Vicar is a cause of both excitement and apprehension for any parish, but especially so when – as in the case of St Mary's – the previous incumbent's tenure was lengthy and successful. Careful thought, practical support and financial investment (including on the Vicarage) were provided to help ensure as seamless a transition as possible. Having experienced Churchwardens and a wider clergy team to draw upon was also very helpful in allowing Revd Andrew Bennison to get to grips quickly with the demands of the role. Although different to Canon Ann in experience and background, Revd Andrew has brought focus and diligence to the role and the parish community has been heartened by the appointment of a new Vicar in a timely fashion. The very large numbers who attended Revd Andrew's induction service in October underlined the high esteem with which St Mary's continues to be held in the wider community.



Figure 4: Induction of Revd Andrew Bennison

Trustees Annual Report for 2022

15. The Community of the Sacred Passion had been an integral part of church life and in August we were sad to say goodbye to Mother Philippa and Sister Gillian Mary and Sister Jacqueline as they left the White House in Buckingham Road after 18 years. Community numbers had declined over the years and it was felt this was the right time to move to sheltered accommodation in Littlehampton. We wished them new joy and fulfilment as they start a new stage of their lives and thanked them for the years of prayer and care they had given our community.



Figure 5: A Fond Farewell to Mother Philippa, Sister Gillian Mary and Sister Jacqueline

16. Of course, the year has not been without challenges. Like many parishes, St Mary's is experiencing financial pressures and these became more apparent towards the end of the year. With the appointment of a new incumbent, decisions have also needed to be made regarding the proposed redevelopment of the New Road building near the church. We have also been faced with a reduction in the number of volunteers available to help with services and events. These challenges have been faced, however, from a position of undoubted strength and from a secure, confident rootedness in the faith that sustains and guides us as a parish community.

Services and other church activities

17. 2022 was the first year since 2019 that public worship was able to take place entirely free of restrictions. As national figures indicate, the process of post-Covid recovery is a complex one. There have been some changes in patterns of behaviour (for example in family life) that are unlikely to be reversed, and in other cases (such as life events - baptisms, weddings and funerals) the pandemic has accelerated trends that were already in evidence. Nonetheless, overall levels of church attendance showed clear signs of recovery and the renewed sense of a confident worshipping community – especially towards the end of the year – has been heartening.

Attendance at services	2018	2019	2020	2021	2022
Baptisms	36	30	7	12	21
Confirmations	8	4	0	0	6
Admission to Communion before Confirmation	3	2	0	0	0
Easter Communicants	263	237	0	89	155
Christmas Communicants	179	227	0	144	153
Church attendance on an average Sunday	194	189	75	90	125
Weddings and Marriage Blessings	7	7	5	5	12

Trustees Annual Report for 2022

18. During Holy Week and Easter 2022 a full programme of services was held, with restrictions on numbers lifted for the first time since the pandemic. Advent and Christmas likewise saw the return of our large-scale carol services with increased capacity and correspondingly higher levels of attendance.
19. Our overall pattern of worship continues to reflect our aspiration to offer high quality worship in the best of the Anglican tradition, combining dignity with variety and accessibility for different ages. This approach reflects our identity as a parish and our commitment to maintain an open and hospitable ethos, rather than an appeal to narrower interests. This is reflected in the fact that the range of our monthly services (which in addition to the services of Holy Communion on Sunday and Tuesday mornings include Choral Evensong, Compline, Taizé Evening Prayer and Teatime Worship) attract distinct and sometimes sizeable congregations. The daily discipline of Evening Prayer throughout the week also provides a bedrock of prayer and presence in the building that many other parish churches have lost. The overall 'reach' of our prayer and worshipping life at St Mary's is therefore pleasingly large and not merely limited to Sunday mornings.
- 
- Figure 6: Pets Service*
20. Later in the year we were able to host the Town Remembrance Service – again, with restrictions on numbers lifted. Church was full for this service and the continued popularity of Remembrance Day testifies to the ongoing civic role of St Mary's within the life of the town. It was likewise gratifying to welcome back Shoreham College and Shoreham Academy – two large secondary schools in the town – for their annual carol services..
21. A number of special services were also held during the year which attracted large attendances. These included a service of Choral Mattins to mark the late Queen's Platinum Jubilee in June and, sadly, the Memorial Service to mark the Queen's death in September. Particular credit must be paid to all who assisted in putting together the latter service at short notice and in dealing with the civic and community responsibilities that coincided with it – especially the Churchwardens, Curate and Director of Music. Many hundreds of people were able to pay their respects to the late Queen in St Mary's and, though sombre, there was a clear sense of St Mary's 'rising to the challenge' of the occasion.
22. Alongside the church services and the range of pastoral work which underpins it, the wider life of the church continued to grow and flourish post-Covid. Within the life of the congregation, groups such as Mothers' Union, the Julian Group and the Lectio Divina continued to provide opportunities for spiritual nurture and fellowship under confident lay leadership. Lent and Advent groups provided other opportunities for faith formation and discipleship and it was particularly encouraging to be able to prepare six candidates (both adult and children) for confirmation for the first time since 2019.
23. One of the most encouraging signs of post-Covid recovery in 2022 was the welcome return of many community groups, organisations and activities to St Mary's. The Art Festival was held once again at the beginning of June coinciding with the 2022 Art Trail in the town. In this year's exhibition, 'For the beauty of the earth', artists (including pupils of St Nicolas and St Mary's School) interpreted the theme in a variety of mediums and the Meet the Artists' evening proved as popular as ever. The exhibition raised £1,544 for the church.

Trustees Annual Report for 2022

A scheduled of guided tours of St Mary's took place during July, August and September. The tours were led by a group of volunteers and were very well attended with over £200 in voluntary donations being made.

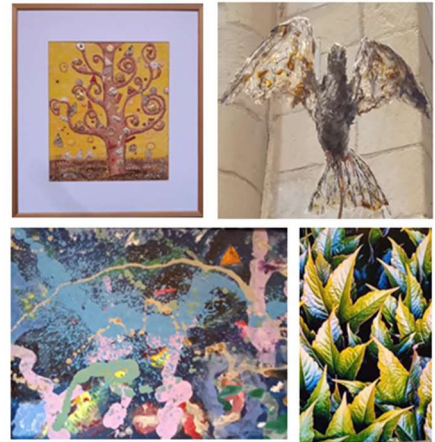


Figure 7: Some entries For the Beauty of the Earth

24. In October, Wordfest – Shoreham's annual literary festival – held several of its events in church and underlined the vibrancy and fruitfulness of these sorts of community partnerships. Opening the church for events such as 'Light Up Shoreham' (when free hot chocolate was on offer!) and the monthly farmers' market also helped to ensure a steady stream of visitors through the doors. A particular success in this respect was the Christmas Tree Festival held in early December – organised 'in-house' for the first time – which brought hundreds of families and visitors through the door and coincided effectively with our 'Pop-up Nativity'. Informal conversation and relationship-building at such events testifies to the importance of the church as a space for wonder, hospitality, fun and relationship-building. A more detailed account of the strength of the church's ministry to Children and Families is provided below.



Fiaure 8: Christmas Tree Festival Winners

- 25 Finally, the social and fundraising life of the church was likewise reinvigorated during 2022, providing a corresponding boost both to congregational morale and church funds. We are fortunate at St Mary's to benefit from regular fundraising activities of church members – which include such popular prosecco parties, 'chilli and sparklers' evening and the Teddy Bear's Picnic – and also special events. With regard to the latter, particular thanks are due to Mark Potter for once again raising £11,322 for St Mary's through his sponsored walk and from the match-funding his employer, Legal & General provided. Legal & General also provided £3,097 match-funding for Sam Johnson's involvement in the Teddy Bear's party in the churchyard and our Christmas Tree Festival. We are very grateful to Legal and General for their community support.

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Children & Families

26. Our efforts in this ministry have been on building upon all the foundations of post-pandemic recovery laid last year. Sarah Sayers, our Children and Families Co-ordinator, continues with great enthusiasm, tenacity and novel ideas to engage and reach out to our children and families who attend church as well as those who don't but engage from the wider community. Here too the variety of services and events reflect our openness and determination to reach beyond those familiar with church attendance.
27. The year has seen more families repeatedly attending our Sunday school 'Shine' aimed at children aged under 11 years and our preschool group Mary's Music. Mums, dads, carers and grandparents bring children with sometimes more than 30 attending activities in the church hall and the churchyard (during the summer months) as well as the church. In addition:
- Our new 'Toddler Time' is held in the church attended by families who may or may not normally come to church, coming together in a beautiful place taking part in interactive bible stories, songs and crafts using all parts of the church.
 - 'Teatime Worship' is held once a month on Sunday afternoons with our special annual teddy bear picnic taking place in August - this year saw a fun teddy bear zip line for all soft toys to experience a ride from the church tower to the church yard below. Of course, this was whilst raising over £450, bringing much delight to those young and old at heart and of course to those toys taking part!
 - Our Children's Good Friday service with Easter crafts was well attended by those in the wider community, as was the Queen's Jubilee children's service with crown making and flag waving as part of the event.



Figure 9: Queen's Jubilee Children's Service

28. Our summer club held over four days during the holidays was very well attended with as many as forty children attending each session – many regular church-goers and many not. All joined in with singing, games and crafts centred around four themes from the Bible.
29. During December the Christingle and Pop-Up Nativity services and activities were also popular; and the crib service again saw the church full with families. Our Sunday school 'Shine' entered a tree in the Christmas tree festival and came third overall in the public vote.



Figure 10: Christingle Service

Trustees Annual Report for 2022

30. Raising the profile of our Children & Families work is also key to its success. Sarah keeps up Facebook page with links to posters being on our noticeboards, in the church, Parish Centre and in the church school St Nicolas and St Mary's. She also produces a monthly newsletter for children and families sent to all those who have attended previous services and forthcoming events.



Figure 11: Shine Pop Up Nativity

Safeguarding

31. Safeguarding responsibility in the parish in 2022 continued in the highly competent hands of Ash Sayers, our Parish Safeguarding Officer (PSO). In his professional life Ash is a serving police officer and brings a great deal of diligence and expertise to the role, particularly in ensuring compliance with the evolving framework of safeguarding training for PCC members, staff and others. As a result, all PCC members, clergy and staff were either fully up-to-date with their mandatory safeguarding training and DBS checks (if applicable) at the year's end, or had a date in the diary to update their training/certification at the earliest possibility opportunity in 2023.
32. For most of the year there were no safeguarding matters of concern. This changed in October when a serious safeguarding disclosure of a historic nature – unrelated to St Mary de Haura but disclosed in the course of our ministry – occurred. With the support of the PSO and Assistant Diocesan Safeguarding Advisor, this matter was swiftly reported to the Diocese who took over responsibility for resolving it. It also had the welcome side-effect of establishing a positive and productive working relationship between the new incumbent and the Diocesan Safeguarding Team at an early stage.
33. With a new Vicar from October onwards, the PSO has continued the tradition of working closely with the incumbent. Revd Andrew is particularly grateful for Ash's proactive approach to the role and the way in which he resources and supports the congregation and PCC.
34. More formally, the parish continues to be registered with Thirtyone:Eight, the independent Christian safeguarding charity. Also, we are required to state in this report that the PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

Church buildings

35. St Mary's remains on the Historic England Heritage at Risk Register and the condition is listed as "poor". In 2023 a Quinquennial Review by our Inspecting Architect will be conducted which will report on the condition of the fabric of the church. This will provide us with a clear sense of priorities for maintenance and repair work on the church fabric.

Trustees Annual Report for 2022

36. In the course of 2022 repairs were undertaken to the stonework at the East elevation of the South transept roof. The £3,180 cost of this work, which required scaffolding, was met by the Friends of St Mary's who also paid for repairs to the boiler (£855) and the lighting (£779) - the latter involved the replacement of lamps, rewiring lighting at the altar and the installation of a new bank of switches. In addition, the gutters were cleared and routine annual inspections of the lightning conductor, flagpole, fire extinguishers, blower room and the security alarm were completed together with regular tuning of the organ..
37. In the churchyard two new benches replaced ones which had fallen into a poor state of repair, the cost of which was met by the families whose deceased family members they commemorated. Following agreement with the Bereavement Services and the arboriculture teams some of the trees surrounding the Garden of Remembrance were pruned to make the area lighter and more pleasant.
38. Towards the end of 2021 the PCC considered a matter which was raised by members of our congregation who are wheelchair-users. They pointed out that they are positioned during services either in the South aisle, where visibility is poor, or at the back of the church by the font, which is outside the body of the congregation. In 2022, having consulted the church architect, the PCC decided to remove the front two pews on the South side of the Nave so as to provide room for at least two wheelchair-users and their escorts. This arrangement was formally approved by means of an 'Interim Faculty' from the Diocesan Registrar for a trial period of fifteen months. The arrangement has proved successful and in due course we will consult the congregation with regard to making the adjustment a permanent one.

Mission 2020

39. The Mission 2020 committee and the PCC have continued to progress the re-development of the property the church owns in New Road Shoreham. This property has for many years been a drain on our resources as it is in a very poor state of repair. Following a positive informal meeting with senior officers of the local authority in late 2021, a pre- planning application meeting with officers from the planning department of the local authority was held in May 2022. The outcome was also positive and our architect and planning consultant considered that the minor amendments to the plans the officers suggested could be made without impairing the financial viability of the scheme. Accordingly, the PCC was advised that the project could continue as conceived to the next stage which is to make a full planning application.
40. In considering whether to proceed with a full planning application, the PCC was mindful of the significant costs entailed in the necessary preparatory work our professional advisers will need to undertake in preparing the application. Fortunately, the PCC was able to commit funds to meet these costs thanks to a very generous recent bequest made to the church. However, having reached its decision to proceed before the new incumbent was in post, the decision was held over until after his arrival. It was therefore not until November, after Revd Andrew had carefully considered all the relevant information and discussed it with the PCC, that our professional advisers were instructed to prepare the full planning application. Full details of what is proposed will become public once the planning application has been submitted. The process will involve proper consultation with the church membership, local community interests and the wider public. Until then the plans remain confidential. We expect that consultation to take place in the first half of 2023.

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Deanery Synod

41. The Deanery Synod, which is chaired jointly by the Rural Dean and a Lay person, acts as an intermediary between the PCCs of each parish in the deanery and the synod of the diocese as a whole. Its members are all the licensed clergy in the Deanery and those lay people elected by the parishes at their Annual Parish Church Meeting. The lay members serve for three years. There are 21 deaneries each with its own synod in the Diocese of Chichester. St Mary's belongs to the Hove Deanery Synod and its elected representatives are Chris Davis, Edith Leslie, Louise Gill and Jenny Innes. As members of the Deanery Synod they are also ex officio members of the PCC.
42. The Deanery Synod met three times in 2022. Prominent among the issues it discussed were finances, including the Parish Share (the amount each parish is asked to contribute to the cost of running the diocese); and arrangements to support parishes implement their Mission Action Plans. It was recognised that it may be difficult for some parishes to meet their parish share in full. However, where possible parishes were urged to pledge to provide an amount higher than the parish share so as to help support those parishes which are much less fortunate. It was calculated that the total cost of parish ministry across the diocese, based on each parish having one full-time incumbent, is £76,967 each year.
43. The Mission Action Plan St Mary's drew up in 2021, anticipating Canon Ann's retirement, focussed principally on the redevelopment of the New Road property because of the potential that has to enable us to do more in the future. It also included a continuation of initiatives which have, in spite of the pandemic, continued to attract interest, most significantly the various groups (Lent Groups, bible groups) that have taken place. The deanery has some resources based at All Saints church in Hove to support parishes take forward their plans.

The Church School, St Nicolas and St Mary's Church of England Primary School

44. 2022 has been an exciting year in the history of St Nicolas and St Mary's CE Primary school. In June, after many years in the planning, the school became the founding school in the Bishop Otter Academy Trust. This also saw the Andy Lincoln taking over as Headteacher with David Etherton, the former Headteacher, becoming the Chief Executive of the Bishop Otter Academy Trust. Underpinning this development was the establishment of two Deputy Headteacher roles to which Hannah Wing and Victoria Bishop were appointed.
45. The year also marked a return to some sort of normality following the restrictions and school closures imposed to manage the risks of the pandemic. The opportunity for children to be able to enjoy school visits, have visitors into school, participate in school to school fixtures and collectively worship as one school together, has been a joy to experience.
46. One of the highlights of the year has been our parents and children giving up time at the weekend to create exciting new outdoor play equipment for the children. Our 'DIY Saturdays' have been a huge success and the school is keen to ensure that the church and school communities continue to come together for the benefit of our children.
47. Another milestone we passed was Canon Ann Waizeneker retirement as our Vicar. It was sad to say goodbye to her as she was such a positive and welcoming presence in the school. But we were delighted

Trustees Annual Report for 2022

to welcome Revd Andrew her successor. In a very short period of time he made a positive and constructive contribution to the life of the school.

Director of Music's report

48. Music continues to play a significant and motivating role in the worship and life of St Mary's. Our Services are enriched by choral and organ music – and we support the local community in being able to provide quality music at weddings, funerals, memorial services, and school services. In addition, we host many concerts and other events, attended by large numbers of the local community and beyond. Many of these events are produced under the auspices of Music at St Mary de Haura (see separate report below).
49. Following the suspension of choral activity as a result of the Covid pandemic of 2019, 2020 and much of 2021, it has been a joy to pick up the momentum of a normal schedule. During 2022, the Choir sang at four Weddings/Blessings and 12 Funerals/Memorial services compared to 2021 when four Weddings/Blessings and just four Funerals/Memorial services took place.
50. Particularly memorable events in 2022 include *Mattins for a Monarch* on 6th June, a Service of Thanksgiving for the Platinum Jubilee of Her Majesty Queen Elizabeth II. This was followed all too soon by a Memorial Service for the Queen in September. Both Services were well attended by our regular congregation and community leaders. Once again, the Choir were augmented by guest singers (when numbers in the choir swell to 14-16) for the annual *Town Carol Service* and the additional *Carols at St Mary's*. Repertoire this year included music from Ukraine – and many who attended commented on the quality of the music and singing (including Ukrainians now living with members of the church).
51. The Choir was honoured to sing at the Marriage of choir member Jane Kemp and to pay tribute to long serving member Peggie Elford at her funeral.

St Mary's Choir

52. The invaluable contribution of St Mary's Choir is key to the music in our worship. The Choir rehearses on Friday evenings and sings at Sunday Eucharist, Choral Evensong (every third Sunday in the month) and on important dates in the liturgical calendar – including Advent, Christmas, Ash Wednesday, Holy Week and on Easter day. The Choir is an Affiliated Member of the Royal School of Church Music and is committed to the RSCM *Voice for Life* training and awards scheme. It is a voluntary organisation, and there is much musical reward in regularly singing the repertoire of cathedral-style music on just minimal rehearsal.

We have a fine team of dedicated singers who perform a wide repertoire of music from all centuries during the Church year.

53. Rehearsals are held in the Study Room (St Mary's Hall) and the Choir benefits hugely from use of this facility, being a more practical and economic rehearsal space (especially in winter months!) than the large church. We are particularly grateful to Barbara Sealy and Louise Gill for giving many voluntary hours in the administration of music, to Pauline Cakebread for maintenance of choir robes, and thanks

Trustees Annual Report for 2022

also to Tim Williams for his accomplished solos as choir Cantor – and not forgetting his design, printing and editing skills.

Resources (St Mary's Choir)

54. Fees received for singing at weddings and funerals are distributed among the Choir and other local singers who support us. Most of the singers choose not to take their personal fee, making generous donations to the St Mary de Haura Church Choir fund. Total funds held as of 31 December 2022: £3,431. From these funds the Choir spent £1,253 on music, resources, and expenses in 2022 (compared with £528 in 2021 which reflects the scale of activity which has resumed since the pandemic).
55. The church has a fine three-manual Norman & Beard organ of 1894 (restored in 1994 by Pat Christian). Maintenance continues to be provided by Pat Christian, to whom we are grateful for his care and attention. The organ suffered a few mechanical and electrical faults in 2022, all due to humidity, resultant corrosion and shrinkage. Rehearsals in the Study Room are supported by a portable Roland digital piano, purchased in 2014 with funds from *Music at St Mary de Haura*.
56. Currently, the church does not possess its own acoustic piano. The PCC benefits from the long-term loan of a Yamaha C3 grand piano. We are most grateful to Ann Wroe for this generosity, which greatly facilitates our music in worship and concert. *Music at St Mary de Haura* promotes at least one event a year raising funds for *Gospel Oak Action Link* (GOAL) - the charity founded in 1992 by Ann's husband Malcolm Wroe. The church will need to buy its own piano at some point in the future. *Music at St Mary de Haura* currently holds reserved funds of just over £7,235 towards the future purchase of a piano (a new piano comparable to the one on loan would cost £29,000). The charity also holds the David Bennet Memorial fund (£6,041), established in 1989 to encourage young organists with financial support for organ tuition.

Music at St Mary's

57. Following the interruption caused by the pandemic, the church's charity Music at St Mary's was pleased that several events took place:
- In March Shoreham Oratorio Choir performed Fauré's Requiem and in April, Vocal Fusion Acapella and the Bourne Chorus gave a concert in aid of Motor Neurone Disease.
 - In June, Brighton Consort performed *The Lord's Song in a Strange Land* and Brighton Youth Orchestra String Ensemble put on an end of tour concert.
 - As part of the Shoreham literary festival ('Wordfest') in October, an event with the Shoreham Chamber Choir including English Songs and Sussex Poetry, to celebrate National Poetry Day, took place.



Figure 12: Wordfest event in church

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- In November Shoreham Oratorio Choir performed *Music for an Autumn Evening*; and in December Sussex Voiceworks presented 'Five Gold Rings', a concert of classical and festive music, featuring Schubert's 'Mass in G' and favourite carols.
- Seaford College Chapel Choir sang carols for their annual Christmas concert in aid of 4Sight and Shoreham Chamber Choir performed *O Magnum Mysterium*, a concert of music and poetry for Advent.
- Adur Arts Forum put on four lunchtime concerts in their Autumn series: Folk in Adur, Yoko Ono (*piano*) and Paul Gregory (*guitar*), 2 Violas & Piano by Peter Mallinson and Matthias Wiesner (*violas*) with Evgenia Startseva (*piano*) and The Wellington Wailers sang Sea Shanties.
- A Sunday afternoon concert was given by the Rude Mechanicals.

58. This reflects the diverse range of music which the church is pleased to host, encouraging people who may otherwise not visit the church to enter and appreciate not only its lovely acoustics but its remarkable architecture too.

III. FINANCIAL REVIEW

Income and expenditure

59. In 2021 we received a bequest of £90,000 which strengthened our resources, and in 2022 we received a final payment from the same bequest for £13,954. However, with the upcoming redevelopment of the premises in New Road/East Street – the site of the old church hall - the PCC is facing considerable costs in relation to obtaining planning consent for the premises.
60. The total receipts received on the general unrestricted fund were £133,324 (2021: £222,149) and are detailed in the financial report. Total expenditure on the general unrestricted fund was £157,577 (£2021: £123,122). A deficit of £8,000 had been projected for 2022 and the increased figure is due to payments of £7668 for redevelopment costs, £8k refurbishments to the vicarage during the vacancy, £9k to salaries which are offset by fees received in respect of the Director of Music, and general increases in the cost of maintenance and upkeep of services.
61. Increased costs were incurred due to three major services in 2022, a special service of Mattins for the Queen to celebrate her jubilee, a commemorative service on the death of the Queen and the Licensing Service for our new vicar.
62. A grant of £7,000 was received from New Shoreham Church Trust in respect of our Families and Children's Worker. We continued to receive regular giving through the Parish Giving Scheme (PGS), standing orders and the contactless card terminal installed in 2020.
63. Outward Giving also increased in 2022. On receiving the bequest, the PCC agreed to make a donation to the Worthing Homeless charity, Turning Tides of £1,000 and also to the Shoreham and Adur Community Foodbank in two amounts of £500. A donation was sent from a collection from the congregation to the Disaster Emergency Appeal for Ukraine of £750, and a second donation £108.00.
64. Monies raised at Harvest totalling £626.79 were divided between Family Support Work, Turning Tides and the Foodbank.

65. Fundraising provided much needed income in 2022 and the final total for the year was an incredible £12,842 (2021: £12,268). Our grateful thanks go once more to everyone involved, especially to Mark Potter again for his sponsored walk from St Mary's to Chichester Cathedral with the money raised being match funded by his employer, Legal and General and raising £11,322 in total, including gift aid. This year members of the church organised the Christmas Tree Festival which raised a total of £5,236 for the Friends of St Mary's, including the match-funding contribution from Legal & General thanks to Sam Johnson's involvement.
66. All income, except the grant detailed previously, are raised from the congregation and by fundraising, as St Mary's does not have a hall or any other external way to raise funds.

Parish Share, Staff costs & Trustee payments

67. The largest expenditure of the PCC was the sum of £60k paid to the Diocese for our share of all churches' Parish Ministry costs incurred by the Diocese (2021: £57,594). This amount covers the housing, stipend and pension costs of the clergy, and a standard sum for diocesan central costs and clergy training. We are pleased to report that in 2022 we were able to pay our Parish Share in full.

The PCC employed four part-time staff: for a Director of Music, Parish Administrator, Children, Family and Youth Coordinator and a Verger. Two of those positions that of the Parish Administrator and the Children, Family and Youth Coordinator, are members of the PCC – Sue Clay and Sarah Sayers respectively.

Other costs incurred and paid included Council Tax, water charges and expenses for travelling and telephone for the vicarage and curate's house which, with the clergy expenses amounted to £10,647 (£5,747 in 2021) This figure is higher than in 2021 as it includes refurbishments costs to the vicarage during the vacancy paid by the PCC.

Giving

68. The table below sets out the church's giving for 2023, some donations are sent through the PCC bank account and some are raised in church by parishioners and sent by them directly to the charity concerned.

	2022	2021
The Children's Society	£407	£371
Turning Tides	£1,780	£345
Shoreham and Adur Community Foodbank	£1,209	-
Family Support Work	£ 364	-
Christian Aid	£590	£600
St Mary's Pickering	-	£25
Disaster Recover Ukraine	£858	-

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Reserves and other funds

69. The PCC's policy is to maintain a balance in the general unrestricted funds which equates to approximately three months of unrestricted payments as contingency fund and to allow time to identify and develop new sources of income or to cut back on related expenditure. Three months' worth of essential expenditure, approximately £19,000, comprises salaries, utilities, photocopier rates and contingency. The unrestricted reserves are approximately equal to 6 (2022: 10) month's essential expenditure based on the expenditure of the year ended 31st December 2022 which is considered sufficient and in line with the policy. Free reserves totalled £104,636 (2022: £129,169) at the balance sheet date.
70. St Mary de Haura is a Grade 1 listed building and the Friends of St Mary's is a separate charity with the responsibility for raising finance with which to support the on-going restoration of St Mary's. The Trustees are the Vicar and Churchwardens.

The PCC holds three designated (that is, restricted) funds which are invested within the Church of England Central Board of Finance Deposit Accounts:

- The Reginald Brown Bequest 1944: the balance at 31st December 2022 was £3,182. The conditions attached to the use of this fund are that a sermon must be preached from a prescribed text on Quinquagesima Sunday. The interest from this fund is used by the Incumbent at their discretion.
- The Rice Bequest: the balance at 31st December 2022: £19,236. This fund is designated for the maintenance of a stained-glass window.
- The Clement Bequest: balance at 31st December 2022: £988.49. This fund, the disbursement of which is at the discretion of the Vicar and Churchwardens, is designated for the maintenance of a grave in the churchyard.

IV. MANAGEMENT OF THE CHARITY

Structure and Governance

71. The trustees of the charity are the *ex officio* and elected members of the PCC. The *ex officio* members are the priests of the benefice; the Churchwardens; and the members of the Deanery, Diocesan or General Synods. The other lay members of the PCC are elected at the Annual Parochial Church Meeting (APCM) by those on the electoral roll attending that meeting. The PCC may also co-opt additional members but did co-opt one person. The members of the PCC throughout 2022 were:

Ex officio	Revd Canon Ann Waizeneker Revd, Incumbent (until 23rd January 2022) Revd Andrew Bennison Incumbent (from 3rd October 2022) Revd Jane Bartlett, Associate Priest Revd Steven Emerson, Assistant Curate
	Sue Clay, Churchwarden John Tyson, Churchwarden

Louise Gill, Deanery Synod Member
Chris Davis, Deanery Synod Member
Jenny Innes, Deanery Synod Member
Edith Leslie, Deanery Synod Member

Elected lay members

Terry Clark	(Until APCM 2023)
Ed Downes	(Until APCM 2023)
Katie Westcott	(Resigned November 2022)
Jenny Innes	(Until APCM 2023)
Rebecca Allinson	(Until APCM 2024)
William Payne	(Until APCM 2024)
Mark Potter	(Until APCM 2024)
Ian Tompkin	(Until APCM 2024)
Sam Johnson	(Until APCM 2025)
Anthony Rathbone	(Until APCM 2025)
Louise Smith	(Until APCM 2025)
Gillian Robertson	(Until APCM 2025)
Jonathan Smith (Licensed Lay Reader)	

Co-opted

Sarah Sayers

72. Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent and curate, the churchwardens and members of the Deanery, Diocesan or General Synods) and 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.
73. The PCC has two Committees, the Standing Committee, which did not meet in 2022, and the 'Mission 2020' Committee which was established in 2018, to plan for the redevelopment of the two-storey property close to the church. The freehold of this property is held in trust for the church by a separate charity⁴ of which the Incumbent and the two churchwardens are the sole trustees. A summary of the work of this Committee is provided in paragraphs 37 - 38.
74. In addition, the responsibilities of the PCC for the maintenance and upkeep of the church, parts of which are nine centuries old, are supported by the work of another charity, The Friends of St Mary's Church, New Shoreham⁵. The Incumbent and Churchwardens are also the sole trustees of this.

Public Benefit

75. In accordance with our duties as stated in section 17(5) of the 2011 Charities Act, we have considered the guidance provided by the Charity Commission in regard to public benefit. This public benefit has been demonstrated by the activities undertaken since the inception of the charity outlined in the 'Objectives and Activities' section above.

⁴ The New Shoreham Church Trust details of which can be found through this link: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5160031>

⁵ Details of the charity The Friends of St Mary's can be found through this link: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/280315>

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 DECEMBER 2022

76. The trustees/executive committee are required by law of England and Wales to prepare financial statements for each financial year which give a true and fair view of the Association's financial activities during the year and the financial position at the end of the year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures, disclosed and explained in the financial statements; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees/Executive Committee are responsible for keeping accounting records which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by the Reverend Andrew Bennison, PCC Chairman



Reverend Andrew Bennison
PCC Chairman

Date: 28 March 2023

**PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA,
SHOREHAM-BY-SEA**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, NEW SHOREHAM**

I report on the charity trustees on my examination of the accounts of the Charity for the year ended 31 December 2022.

Responsibilities and basis of report

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 145 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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



Mark Cummins FCCA
for and on behalf of TC Group

The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Dated: 30 March 2023

**PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA,
SHOREHAM-BY-SEA**

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted funds 2022	Restricted funds 2022	Endowed funds 2022	Total funds 2022	Total funds 2021
Income and endowments from:	4	£	£	£	£	£
Donations and legacies		94,880	-	-	94,880	193,103
Charitable activities		15,553	-	-	15,553	28,098
Other trading activities		12,842	-	-	12,842	12,268
Investments		938	-	-	938	786
Other		9,111	3,097	-	12,208	8,556
Total income		133,324	3,097	-	136,421	242,811
Expenditure on:	5					
Charitable activities		157,464	1,682	-	159,146	140,349
Fundraising		113	-	-	113	236
Total expenditure		157,577	1,682	-	159,259	140,585
Net gains/(losses) on investments	10	(953)	-	(3,144)	(4,097)	4,616
Net movement in funds		(25,206)	1,415	(3,144)	(26,935)	106,842
Reconciliation of funds:	14					
Total funds brought forward		135,808	25,309	26,550	187,667	80,825
Total funds carried forward		110,602	26,724	23,406	160,732	187,667

The notes on pages 22 to 32 form part of these accounts.

**PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA,
SHOREHAM-BY-SEA**

BALANCE SHEET

AS AT 31 DECEMBER 2022

	Notes	£	2022 £	£	2021 £
Fixed assets	10				
Unrestricted investments			5,966		6,919
Endowed investments			23,406		26,550
			29,372		33,469
Current assets					
Debtors	12	17,611		4,160	
Cash at bank and in hand		122,897		160,366	
		140,508		164,526	
Creditors: amounts falling due within one year	13	(9,148)		(10,328)	
Net current assets			131,360		154,198
Total assets less current liabilities			160,732		187,667
Net assets			160,732		187,667
The funds of the charity	14				
Endowed funds			23,406		26,550
Restricted funds			26,724		25,309
Unrestricted funds			110,602		135,808
Total charity funds			160,732		187,667

This Annual Financial Report, for the year ended 31st December 2022, including the notes following, was approved by the PCC and signed on its behalf by



Reverend Andrew Bennison
PCC Chairman

Dated: 28 March 2023

Charity Number- 1174718

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Legal Status

The Church is an unincorporated charity registered in England and Wales, further details can be found on the front cover of these accounts.

2 Accounting policies

2.1 Accounting convention

The financial statements have been prepared under 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).

Parochial Church Council of St Mary De Haura meets the definition of a public benefit entity under FRS 102. There are no material uncertainties about Parochial Church Council of St Mary De Haura's ability to continue as a going concern. This conclusion takes into account the financial effect of the Covid-19 pandemic.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

2.2 Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

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

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

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

2 Accounting policies

(continued)

2.3 Income and endowments

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

Donations and legacies

Collections are recognised when received.

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

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

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC and the charity becomes entitled to the income.

Charitable activities

Income from charitable activities is recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

Fees are recognised as services are provided.

Other trading activities

Sales of magazines and study notes are recognised when received.

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

Investment income

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

All other income

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

Gains and losses on investments

Realised gains are recognised when the investments are sold.

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

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

2 Accounting policies (continued)

2.4 Expenditure

Expenditure is accounted for on an accruals basis and accounted for gross.

Grants

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

Church Activities

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

2.5 Fixed Assets

Investments

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

2.6 Cash Flow Statement

In accordance with Section 7 of FRS 102 the charity is claiming exemption from the requirement to prepare a cash flow statement on account of its size.

2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

2.8 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

2.9 Trustee remuneration

All the trustees donate their time spent running the charity on a voluntary basis and do not receive any remuneration for their work.

2.10 Estimates and judgements

Estimates and underlying assumptions are reviewed by trustees on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

3 Comparative Funds Statement of Financial Activities for the year ended 31 December 2021

	Unrestricted funds 2021 £	Restricted funds 2021 £	Endowed Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Income and endowments from:					
Donations and legacies	193,103	-	-	193,103	112,737
Charitable activities	8,962	19,136	-	28,098	17,823
Other trading activities	12,268	-	-	12,268	10,458
Investments	786	-	-	786	675
Other	7,030	1,526	-	8,556	9,300
Total income	222,149	20,622	-	242,811	150,993
Expenditure on:					
Charitable activities	122,886	17,463	-	140,349	133,533
Fundraising	236	-	-	236	1,123
Total expenditure	123,122	17,463	-	140,585	134,656
Net gains/(losses) on investments	1,518	-	3,098	4,616	167
Net movement in funds	100,545	3,199	3,098	106,842	16,504
Reconciliation of funds:					
Total funds brought forward	35,263	22,110	23,452	80,825	64,321
Total funds carried forward	135,808	25,309	26,550	187,667	80,825

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

4	Analysis of income and endowments:	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds	Total Funds
		2022	2022	2022	2022	2021
		£	£	£	£	£
	Planned giving (excl. tax refunds)	16,116	-	-	16,116	20,933
	Loose cash collections	12,727	-	-	12,727	6,667
	Grants	7,000	-	-	7,000	18,815
	Gift Aid recoverable	5,881	-	-	5,881	11,462
	Sundry donations and appeals	29,960	-	-	29,960	113,234
	Parish Giving Scheme	23,196	-	-	23,196	21,995
	Donations and legacies	94,880	-	-	94,880	193,103
	Fees for weddings and funerals	10,754	-	-	10,754	5,541
	Wall Box	-	-	-	-	2,990
	Church Hiring Fees	1,394	-	-	1,394	-
	Stonework repairs/Historic England grant	-	-	-	-	19,136
	Regular Events	-	-	-	-	431
	Other sales	3,405	-	-	3,405	-
	Charitable activities	15,553	-	-	15,553	28,098
	Trading Activities	12,842	-	-	12,842	12,268
	Other trading activities	12,842	-	-	12,842	12,268
	Dividends and interest	938	-	-	938	786
	Investments	938	-	-	938	786
	St Mary de Haura Choir	-	1,872	-	1,872	940
	Music at St Mary de Haura	-	816	-	816	471
	Belfy Fund	-	409	-	409	115
	Children's activities	775	-	-	775	-
	Other (Shared costs – COGS)	8,336	-	-	8,336	7,030
	Other	9,111	3,097	-	12,208	8,556
	Total received on all funds	133,324	3,097	-	136,421	242,811

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

5	Analysis of expenditure on:	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Endowed Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
	Missionary and charitable giving	4,276	-	-	4,276	651
	Ministry:					
	Diocesan parish	60,000	-	-	60,000	57,594
	Other clergy costs	10,647	-	-	10,647	5,747
	Staff (note 7)	37,565	-	-	37,565	28,022
	Upkeep of services	12,506	-	-	12,506	11,234
	Church running	5,033	-	-	5,033	5,156
	Belfry Fund	-	150	-	150	9
	St Mary de Haura Choir	-	1,253	-	1,253	528
	Music at St Mary de Haura	-	279	-	279	126
	Church maintenance and repair	7,874	-	-	7,874	3,232
	Parish office administration	9,855	-	-	9,855	9,590
	Children's activities	170	-	-	170	-
	Redevelopment Costs	7,668	-	-	7,668	16,800
	Church groups	400	-	-	400	220
	Support costs (note 8)	1,470	-	-	1,470	1,440
	Charitable activities	157,464	1,682	-	159,146	140,349
	Fundraising costs	113	-	-	113	236
	Raising funds	113	-	-	113	236
	Total expended on all funds	157,577	1,682	-	159,259	140,585

**PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA,
SHOREHAM-BY-SEA**

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

6 Missionary and charitable giving:

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Endowed Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
General	20	-	-	20	306
Christian Aid	200	-	-	200	-
Family Support Work	209	-	-	209	-
Worthing Homelessness	1,780	-	-	1,779	345
Foodbank	1,209	-	-	1,209	-
Disaster Emergency Committee (Ukraine)	750	-	-	750	-
Disaster Emergency Committee	108	-	-	108	-
	<u>4,276</u>	<u>-</u>	<u>-</u>	<u>4,276</u>	<u>651</u>

7 Staff costs

Remuneration

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Endowed Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Operational	24,849	-	-	24,849	20,553
Administration and other	12,716	-	-	12,716	7,469
	<u>37,565</u>	<u>-</u>	<u>-</u>	<u>37,565</u>	<u>28,022</u>

Summary of Staff Costs

	Total Funds 2022 £	Total Funds 2021 £
Gross Pay	36,866	27,438
Employer's contribution to defined contribution scheme	699	584
	<u>37,565</u>	<u>28,022</u>

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

7 Staff costs (continued)

Notes

During the year none of the staff earned more than £60,000pa (2021: none). An average of 4 staff were employed this year (2021: 5).

8 Support costs (including Governance costs)

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total 2022	Total 2021
	£	£	£	£	£
Independent examination	1,470	-	-	1,470	1,440
	<u>1,470</u>	<u>-</u>	<u>-</u>	<u>1,470</u>	<u>1,440</u>

9 Trustees and Key Management Personnel:

Key management of the church consist of the Clergy and the Church Wardens. The Clergy are paid a stipend directly by the Diocese and the church wardens are voluntary positions. As such, the key management of the church did not receive any remuneration either in 2021 or 2022. The PCC are not remunerated for their services as PCC members and have not received any reimbursement for expenses. Sue Clay, Parish Administrator and Sarah Sayers, Families and Children's Worker, are both Trustees and salaried members of staff who each received a market rate payment for their work. The PCC paid Council Tax, water charges and expenses for travelling and telephone for the vicarage together with curate expenses amounting to £10,647 (2021: £6,017).

10 Fixed Asset Investments

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total 2022	Total 2021
	£	£	£	£	£
Fair Value 1 January 2022	6,919	-	26,550	33,469	28,853
Net gains and revaluation	(953)	-	(3,144)	(4,097)	4,616
Fair value 31 December 2022	<u>5,966</u>	<u>-</u>	<u>23,406</u>	<u>29,372</u>	<u>33,469</u>

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

11 Analysis of net assets by fund

For the year ended 31 Dec 2022

	Unrestricted Funds £	Restricted Funds £	Endowed Funds £	Total 2022 £	Total 2021 £
Investment fixed assets	5,966	-	23,406	29,372	33,469
Current assets	113,784	26,724	-	140,508	164,526
Current liabilities	(9,148)	-	-	(9,148)	(10,048)
	<u>110,602</u>	<u>26,724</u>	<u>23,406</u>	<u>160,732</u>	<u>187,947</u>

Analysis of net assets by fund

For the year ended 31 Dec 2021

	Unrestricted Funds £	Restricted Funds £	Endowed Funds £	Total 2021 £	Total 2020 £
Investment fixed assets	6,919	-	26,550	33,469	28,853
Current assets	139,217	25,309	-	164,526	60,785
Current liabilities	(10,328)	-	-	(10,048)	(8,813)
	<u>135,808</u>	<u>25,309</u>	<u>26,550</u>	<u>187,667</u>	<u>80,825</u>

12 Debtors

	Unrestricted Funds £	Restricted Funds £	Endowed Funds £	Total 2022 £	Total 2021 £
Gift Aid recoverable	622	-	-	622	2,582
Prepayments and accrued income	14,873	-	-	14,873	-
Shared Costs due from Good Shepherd	2,116	-	-	2,116	1,578
	<u>17,611</u>	<u>-</u>	<u>-</u>	<u>17,611</u>	<u>4,160</u>

**PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA,
SHOREHAM-BY-SEA**

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

13 Creditors	Unrestricted Funds	Restricted Funds	Endowed Funds	Total 2022	Total 2021
	£	£	£	£	£
Utilities	1,611	-	-	1,611	975
HMRC PAYE	-	-	-	-	1,069
Other creditors	3,062	-	-	3,062	3,809
Independent examiner	1,500	-	-	1,500	1,500
Hymn book loan	2,975	-	-	2,975	2,975
	9,148	-	-	9,148	10,328

	1 Jan 2022	Income	Expenditure	Gains / (losses)	31 Dec 2022
	£	£	£	£	£
14 Statement of funds					
General fund	135,808	133,324	(157,577)	(953)	110,602
Unrestricted Funds	135,808	133,324	(157,577)	(953)	110,602
St Mary de Haura Choir	2,812	1,872	(1,253)	-	3,431
Music at St Mary de Haura	16,697	816	(279)	-	17,234
Belfry	3,169	409	(150)	-	3,428
Historic England	2,336	-	-	-	2,336
Youth Group	295	-	-	-	295
Restricted Funds	25,309	3,097	(1,682)	-	26,724
Browne Bequest	3,606	-	-	(424)	3,182
Clements Bequest	1,142	-	-	(154)	988
Rice Bequest	21,802	-	-	(2,566)	19,236
Endowed Fund	26,550	-	-	(3,144)	23,406
	187,667	136,421	(159,259)	(4,097)	160,732

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

14 Statement of funds (continued)

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

The Reginald Browne Bequest 1944, and is invested in the CBF Investment Fund shares. If a prescribed text is preached on the Sunday Next before Lent then the Vicar may claim the accrued amount of interest on the capital.

The Clements Bequest is invested in the CBF Investment Fund shares. The fund is held for the maintenance of a grave in the churchyard.

The Rice Bequest is invested in the CBF Investment Fund shares. The fund is held for maintenance of the stained glass window in St Mary's dedicated to Edwin Rice and for the Rice graves.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales:

The Belfry Fund holds the funds of the St Mary de Haura bell ringers.

The Youth Group Fund holds funds for the Youth Group based at St Mary and St Nicolas' school.

The Historic England Fund relates to grant income received towards repairs to the church fabric.

St Mary Church Choir holds funds for the church choir.

Music at St Mary de Haura holds funds relating to music at St Mary de Haura.

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides.

15 Control

The charity is under the control of the Trustees.

16 Taxation

As a charity, Parochial Church Council of St Mary De Haura is exempt from tax on income and gains to the extent that these are applied to its charitable objects.

17 Related party transactions

Other than the items detailed in note 9 of the accounts, there are no related party transactions to report (2021: none).

Accounts

Charity Number: 1174718

**THE PAROCHIAL CHURCH COUNCIL OF
ST MARY DE HAURA, NEW SHOREHAM**

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

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

LEGAL & ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 DECEMBER 2021

Trustees	John Tyson Susan Clay
Charity number	1174718
Principal address and registered office	St. Mary De Haura Parish Office 1 New Road Shoreham-By-Sea BN43 6RA
Independent Examiners	TC Group The Courtyard Shoreham Road Upper Beeding Steyping West Sussex BN44 3TN
Bankers	HSBC Bank PLC 1/3 Warwick St Worthing BN11 3DE

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

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PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2021

The Parochial Church Council of St Mary de Haura present their annual report, together with the financial statements for the year ended 31 December 2021.

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	Section	Subsection	Paragraphs
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I. ST MARY DE HAURA THE CHARITY

Aim and Purposes as a charity

- The charity's full title is 'The Parochial Church Council of the Ecclesiastical Parish of St Mary de Haura, New Shoreham'. It is registered with the Charity Commission (No 1174718). Full details of its registration and its previous annual reports and accounts can be found on the Charity Commission website¹.

¹ Charity Commission website:

<https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5104466/governance>

Trustees Annual Report for 2021

2. The primary objective of St Mary de Haura's PCC is "the promotion in the parish the whole mission of the church" that 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 Reverend Canon Ann Waizeneker, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical, besides the usual maintenance responsibilities that an ancient Grade I listed church building presents.
3. The PCC is required by the regulations to have a Standing Committee which has the power to transact the business of the PCC between meetings and when it is not practicable to convene a full meeting. No Standing Committee meetings took place during 2021. The full PCC met on seven occasions during the year, six times as part of its schedule of quarterly meetings and once to plan for the future as part of the Diocese of Chichester's Vision for Growth 2020 – 2025.
4. The PCC is also responsible for the Friends of St Mary's Church, New Shoreham² and the New Shoreham Church Trust which manages the church-owned premises in New Road and East Street. The Incumbent and Churchwardens are the sole trustees of both charities.
5. The PCC has one Committee ('Mission 2020') which was established in 2018 and is now focussed on plans for the redevelopment of the two-storey property close to the church. The freehold of this property is held in trust for the church by a separate charity³ of which the Incumbent and the two churchwardens are the sole trustees. A summary of the work of this Committee is provided in paragraphs 33 - 36.

Objectives and Activities

6. The principal objective in 2021 has once again been to support our congregation and wider community through a second year of learning to live with the Pandemic. While continuing to ensure sufficient funds are available to maintain the church and meet expenditure with restricted income streams.
7. We have been able to gradually bring back church services, groups and activities as the Covid restrictions were lifted, but all the time balancing this with care for those most vulnerable, both physically and mentally. We have achieved this by continuing with online worship side by side with a gradual return to church services. The PCC has taken all decisions on this journey, including numbers allowed at services, wearing of masks, when to reintroduce singing by choir and then the congregation. Our main aim has been to instil confidence in those returning whilst making provision for those still not ready to come to church physically.
8. We have continued to offer support to those who live on their own / are most vulnerable. Towards the end of the year we have been pleased that we have been able to resume limited hospital visiting and visiting local care homes.

² Details of the charity The Friends of St Mary's can be found through this link:

<https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/280315>

³ The New Shoreham Church Trust details of which can be found through this link:

<https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5160031>

Trustees Annual Report for 2021

II. REVIEW OF THE YEAR 2021

Highlights

9. The year was again heavily influenced by the pandemic. Many activities which we have come to see as part of the fabric of church life simply could not take place again. But although the range and scope of our physical activities were constrained, in many important respects the life of the church in pursuit of its charitable purposes continued to thrive. Sustaining this was our continued practice of prayerful reflection. A theme of this was learning to live with difficulty and difference, and how adversity can sometimes better nurture virtue than prosperity.
10. Our well-established arrangements for worship online, which probably no one would have thought would have worked as well, maintained our weekly services. We were though delighted gradually to resume worship in the church. The graduated relaxation of restrictions was the subject of continuous and careful consideration of the Ministry Team, the Churchwardens and the PCC. In retrospect, it appears that the measures we took to balance the risks with the natural desire to return to more conventional practices, worked well. Critically, the arrangements which were made had the intended effect of instilling confidence, particularly in those for whom a return to social contact may have presented greater risks. The relaxations also enabled pastoral care, including visits to hospitals and care homes, to resume a more natural form. Throughout the restrictions we were acutely aware of how those who live alone, particularly the more vulnerable, had been adversely affected by the pandemic.
11. An uplifting event occurred in September when our curate, Revd Steve Emerson, was ordained priest by Ruth, Bishop of Horsham, at Henfield Church alongside one of his colleagues, Revd Heather Wilkin. On the evening of the next day Steve celebrated his first Eucharist at St Mary's, which was followed by drinks in the churchyard. While these events were still subject to Covid restrictions, they did not prevent both from being joyous milestones in the church's year.
12. It was also in the autumn that Canon Ann announced plans to retire in January 2022 after almost 10 years as vicar. She explained that the time was right and that she planned to move to Worcester to be near close family and where she hopes to continue in ministry as a retired priest. Naturally, the announcement of an incumbent's intention to leave is a momentous one but given the depth and range of Ann's achievement as our vicar and the genuine warmth of fellow feeling for her which her skills as a pastor has engendered, the impact was profound.
13. However, it was recognised that as a parish we are well placed to manage the Vacancy. The fact that we have a full-time (and much loved) curate in Revd Steve, Revd Jane at the Church of the Good Shepherd (COGS, the other church in the benefice), Jonathan Smith our Lay Reader and retired clergy who contribute much, enabled us to plan for the Vacancy with greater confidence than we otherwise might. The Ven. Martin, Archdeacon of Brighton & Lewes, highlighted these points when he met both PCCs in early November to discuss arrangements for the vacancy.



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Services and other church activities

14. The impact of the pandemic both this and last year is clearly seen in the numbers attending church services as set out in the table below. The numbers for previous years have been included to allow comparison to be made. What it does reflect encouragingly is that 2021 did mark the beginnings of the recovery. And we must remember that numbers alone only tell part of the story: behind them lie a strength of commitment which provides the confidence on which we look forward to 2022 and the challenges as well as the opportunities which the Vacancy will present.

Attendance at services	2018	2019	2020	2021
Baptisms	36	30	7	12
Confirmations	8	4	0	0
Admission to Communion before Confirmation	3	2	0	0
Easter Communicants	263	237	0	89
Christmas Communicants	179	227	0	144
Church attendance on an average Sunday	194	189	c.75	c.90
Weddings and Marriage Blessings	7	7	5	5

15. During Easter 2021 we were able to observe Holy Week through a combination of online and in-church services. Numbers attending church were restricted but 89 people attended the Easter Vigil and Easter Day service. It was truly uplifting to celebrate this most important Festival, particularly as no church services had been permitted at Easter in 2020.
16. We were also able to host the Town Remembrance service. Although this had to be with restricted numbers, it was good to restore this important civic tradition both in the church and at the War Memorial where many more people were able to gather to observe the two minutes silence. Restrictions imposed to manage the risks of the pandemic continued to the end of the year, so at Christmas alongside the usual Town Carol Service we introduced two shorter carol services on 23rd December. These were much appreciated and it was agreed that an afternoon service should be continued in years to come – it is more suitable for those who don't like being out in the dark and a good one for children.



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17.



By the end of the year we were able to increase numbers attending church in person and end the requirement for people to book to attend services. It is important to note here quite how constraining that requirement was. Although for those regularly attending services it may not have been much of an imposition, our tradition as a church is to be able to welcome people which a requirement to book in advance can easily impede. However, by the end of the year it was encouraging to see people returning to church if not yet in the numbers in which they had attended before the pandemic. The numbers attending our Teatime Worship, the Sunday afternoon service for children and young families, gradually began building up, helped by the Pop-up Nativity at the December Teatime service. We expect, as other churches have experienced, it may take longer for numbers to return to our Shine Sunday School and All Age Worship.



18.

In addition to church services and the range of pastoral work which underpins much of the reach of the church into the community, activities included Bible study and discussion groups. Perhaps because worship in church was more restricted, the number of people attending these groups throughout the year (not just in Lent and some of which were lay-led) was encouraging. We hope that even with a return to more regular church services, the interest in these groups will be sustained next year. For a second year we did not offer confirmation classes or preparation for admission to communion because meeting in person wasn't possible which for activities of these sorts is important.

19.



The restricted social activities which the Covid restrictions necessarily imposed severely constrained opportunities to raise money which have been important in the past. The generosity of church members has notably helped ease what would otherwise have caused greater pressure on our finances. However, a number of important fund-raising events were able to take place. First, Mark Potter again secured from his employer, Legal & General, match-funding up to £5,000, for the 30-mile sponsored walk he undertook one Saturday from St Mary's to Chichester Cathedral, and over £13,000 was raised. Revd Steve and friends also held the 'Duck Race' on the river Adur which raised over £500; and Keith and Val maintained a wonderful tradition for fundraising hospitality with their firework and prosecco evening which raised over £600.

20.

Wordfest, Shoreham's annual literary festival, was able to hold several of its events in the church, helping to cement our place at the heart of the community. Sadly, two key events in the church calendar couldn't take place for a second year because of the pandemic: the Art Exhibition and Turning Tides Christmas Tree Festival. In addition, a new event - Christmas Readings – had to be cancelled as we approached Christmas as a precaution to manage the pandemic.

21.

The 'Ride and Stride' sponsored event at which participants visited churches in the area on foot or on a bike, took place on Saturday 11th September. It raised a total of £706, half of which comes to St Mary's and half to Sussex Historic Churches Trust who provide grants for repairs and maintenance to churches in Sussex.

Trustees Annual Report for 2021

Children & Families

22. Our commitment to nurture new members of the church and to support family life has continued despite the pandemic. It has been spearheaded by the indefatigable efforts of Sarah Sayers, our Children & Families Coordinator. While the pandemic has, inevitably, restricted both the range and nature of the activities undertaken to reach out to young children and young families, much has been achieved.



23. During the lockdown, when it was not possible to meet, weekly updates and newsletters were sent to the children and families with whom we already have contact. As the restrictions on social and other activities were eased, events were planned and took place. These included the Scripture Union's 'Adventure through the Churchyard' over Easter; 'Shine' (Sunday School on the 2nd and 4th Sundays of the month) resumed; Mary's Music (a drop-in for preschool aged children and mums/carers) restarted in June; the Teddy Bears' Picnic in August; Mini Disciples in September; and in place of the 'Summer Club' during the school summer holidays, a range of different activities spread over several weeks took place which were well attended. Numbers initially attending events were slow to pick up but gradually returned to levels which existed before the pandemic – and a significant increase occurred when the requirement to book places was ended as this had inhibited several from attending.
24. It has been particularly pleasing to see the full range of all these activities return, and attract such interest. For example, the Teatime Worship in Sunday afternoons once a month saw 40 attending in November; and the Monday drop-in session now regular attracts 17 families.
25. Although we were concerned that the effect of the restrictions to manage the pandemic might diminish the interest in our Children and Families work, it has been heartening to see a level of interest and engagement return. We thank Sarah Sayers particularly for her resilience and fortitude throughout, to whom much of the continued success of this important part of our ministry is due.

Trustees Annual Report for 2021

Safeguarding



26. In January 2021 we were pleased to welcome Ash Sayers, a serving police officer, as our new Parish Safeguarding Officer (PSO); and we are equally pleased to report that no safeguarding matters of concern were raised in the course of the year.
27. The PSO has continued the tradition of working closely with the incumbent. Canon Ann was particularly grateful for the contribution the PSO made with advice on the implementation of the Covid regulations where the PCC had discretion to tailor them to local needs.
28. More formally, the parish continues to be registered with Thirtyone:Eight, the independent Christian safeguarding charity. The PSO reported that we are up to date with DBS certification, in spite of some administrative delays which the pandemic had caused. This includes, obtaining the checks for the ad hoc volunteers who assist at 'Shine'. We are also up to date with all mandatory safeguarding training, including for the two new Churchwardens.

Church buildings

29. The maintenance of the fabric of the church has continued to require the constant attention which a building, parts of which dates back nine hundred years, inevitably requires. While the principal issues identified in the last quinquennial review (2017) were addressed, a number of other repairs and refurbishment projects remain to be done. These include major work on the tower, repairs and redecoration to the interior masonry and the re-leading of south aisle windows and repairs to choir east window.



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30.



A second application was made to Historic England under the second round of its Grants for Programmes of Major Works for repairs to the stonework around the south and west walls. However this was unsuccessful. Repairs were undertaken to the stonework around the south transept window and new guttering was fitted to the blower room roof, together with repairs to the existing guttering on the north side of the church.

31.

We continue to be grateful for the generous support provided by The Friends of St Mary's. This has enabled the repairs to the guttering and to the floor by the font and in St George's chapel to be undertaken. Minor works have included the replacement of the church alarm with a motion sensor; repairs to the flagpole; PAT testing of electrical equipment; and the incremental replacement of the floodlighting bulbs with more reliable and greener LEDs.

32.

The PCC is also grateful for the diligence with which Sue Clay, both as Churchwarden and Parish Administrator, has ensured that necessary works are brought to its attention and the repairs commissioned and carried out. It also notes the valuable support Chris Davis has provided keeping a keen eye out for potential problems so that these can be nipped in the bud.

Mission 2020

33.

In spite of the pandemic, steady progress has been made in working up proposals for redevelopment of the New Road/East Street property, the freehold of which the church owns through the New Shoreham Church Trust. As reported before, the property has long been in need of substantial refurbishment. Until then its uses are severely restricted and the rents we obtain from the retail businesses occupying parts of the ground floor are much reduced. The Mission 2020 committee leads for the PCC on working up plans for the building's redevelopment following the failure, several years ago, to sell the building to a property developer. That Committee comprises the incumbent and John Tyson, Becky Allinson, Ian Tompkin, Sue Clay and Mark Potter, from the PCC, and is supplemented by local councillor Kevin Boram whose advice on preparing for the formal planning application was invaluable. Three important milestones in planning the redevelopment were passed this year.

34.

In June the PCC spent a morning discussing the preliminary work the architect and other professional advisers had undertaken. This careful consideration examined a range of options which established the robustness of the basis on which the project will proceed. We remain therefore confident that the project will be affordable and, once completed (in three years, we estimate) will provide a steady income stream for the church and better facilities. As a result of this meeting further work was commissioned from our advisors to enable us to engage the Local Authority in what is called the 'pre-application' (or 'pre-app') stage before we will submit a formal planning application which will involve public consultation.

35.

The next milestone was passed at the PCC meeting in September when the outline proposals were incorporated into the Mission Action Plan. We drew up this plan as part of the diocese's Vision for Growth 2020 – 2025 strategy. Although we face a Vacancy following Ann's retirement, it was agreed that it was necessary to push ahead now that we have got this far rather than pause before taking things further until the new incumbent is in post, which may not be for over 12 months.

Trustees Annual Report for 2021

36. Finally in December, Revd Ann informally met representatives of the local planning authority to gauge the Local Authority's likely response to the project once developed. We are pleased to report that Ann met with a very warm reception. Plans to firm up arrangements for the 'pre-app' stage were then put in train.

The Church School – St Nicolas and St Mary's

37. It has been another very busy year at St Nicolas and St Mary's managing the continued difficulties presented by the pandemic which included high numbers of staff and pupil absence. The whole school community worked tirelessly to address gaps in pupils' learning and provide an innovative, inspirational and inclusive curriculum.
38. However, as Covid restrictions were eased, it was wonderful to get back to whole-school worship and assemblies; and it was great that we were able to showcase Nativities by our Early Years and Key Stage 1 classes in December. Also just before Christmas we welcomed back the Brighton and Hove City Mission team and we again hosted an in-person Prayer Space for the children. Activities included thinking about what we are thankful and sorry for, shining a 'spot light' on parts of the world where there are problems such as war or poverty, asking 'Big Questions' and having the opportunity to breathe deeply, reflect and simply 'be still.'
39. Worshipping in smaller class bubbles has however helped the development the way we deliver 'Class worship' in classrooms. Using videos made by the Senior Leadership Team and discussions facilitated by teachers, children had more opportunity to talk and reflect on their faith more personally and deeply. One example of this is the new 'Spiritual Journals' which children have across Key Stage 2, where they can note down their ideas and prayers.
40. Other developments in the school have included the adoption of the Empowerment Approach. This is a research-based multi-disciplinary approach that incorporates neuroscience, psychology, coaching and education aimed at helping all children feel safe, happy and able to learn. It enables each child to build prosocial and pro-learning skills. Among other things, the approach teaches young people about their needs and how to manage well even when these needs aren't being met; how to prepare to be at their best for learning and socialising; and how to solve problems when things go wrong so they feel good and those around them do too. One of the principles behind the approach is that people who feel better, do better. We have already noticed a very positive impact on pupils and their understanding of themselves and their behaviour.
41. Looking forward, we are excited at the prospect of becoming part of the newly formed Bishop Otter Multi Academy Trust (or BOAT). Plans for this have been developed by our Executive Headteacher, David Etherton, and our Trustees.

Trustees Annual Report for 2021

Report from the Director of Music, Stuart Hutchinson

42. Music continues to play a significant and motivating role in the worship and life of St Mary's. Our Services are enriched by choral and organ music – and we support the local community in being able to provide high quality music at weddings, funerals, memorial, and school services. In addition, we host many concerts and other events, attended by large numbers of the local community and beyond. Many of these events are produced under the auspices of Music at St Mary de Haura.

Activity in 2021

43. Understandably, much of our musical activity in 2021 was suspended due to the Coronavirus pandemic. While Services were delivered via Zoom, Tim Williams (Cantor) provided a welcome weekly contribution to online singing. Director of Music, Stuart Hutchinson had been furloughed in April 2020 and continued to be until July 2021. Choir activity was suspended during this time. There was a brief but welcome intermission in this for Holy Week, when a Quartet of singers were able to sing, 'socially distanced' in St George's Chapel. Upon their return to Services in September the Choir have been remarkably adaptable, singing whilst wearing masks and visors. Having greatly missed the annual Christmas Eve Town Carol Service in 2020, it was a thrill to be able to deliver this again in December 2021. Due to the continued restrictions on congregation attendance, Director of Music and Choir volunteered to sing two additional Carol Services (slightly scaled down) in the form of Carols at St Mary's.

St Mary's Choir

44. The invaluable contribution of St Mary's Choir is key to the music in our worship. The Choir rehearses on Friday evenings (19.30-20.45) and sings at Sunday Eucharist, Choral Evensong (third Sunday) and important dates in the liturgical calendar – including Advent, Christmas, Ash Wednesday, Holy Week, Easter. The Choir is an Affiliated Member of the Royal School of Church Music and is committed to the RSCM Voice for Life training and awards scheme. The Choir is a voluntary organisation, and there is much musical reward in regularly singing the repertoire of cathedral-style music on just minimal rehearsal. A wide repertoire of music from all centuries is used during the Church year. We have a fine team of dedicated singers. Member numbers for Choral Evensong, weddings and funerals are augmented by the valued support of other local singers, and we regularly have 14-16 singers on such occasions. The annual Town Carol Service is particularly well supported by some 35 singers. During 2021, the Choir sang at 4 Weddings/Blessings and 4 Funerals/Memorials. Choir Rehearsals are held in the Study Room (St Mary's Hall) and the Choir benefits hugely from use of this facility, being a more practical and economic rehearsal space (especially in winter months!) than the large church. We are particularly grateful to Barbara Sealy and Louise Gill for giving many voluntary hours to the administration of music, to Pauline Cakebread for her maintenance of choir robes and to Tim Williams for his design, printing and editing skills.

Resources (St Mary's Choir)

45. Fees received for singing at weddings and funerals are distributed between our own Choir and other local singers who support us. The majority of singers chose not to take their personal fee, making generous donations to the St Mary de Haura Church Choir fund. The Choir banks with HSBC. Total Choir funds held as at 31 December 2021: £2,812 (2020: £2,400). From these personal funds the Choir spent £528 on music, resources and expenses in 2021 (compared with £456 in 2020).

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Instruments

46. The church has a fine 3-manual Norman & Beard organ of 1894 (restored in 1994 by Pat Christian). Maintenance continues to be provided by Pat Christian, to whom we are grateful for his care and attention. The organ suffered a few mechanical and electrical faults in 2021, all due to humidity, resultant corrosion and shrinkage.
- Rehearsals in the Study Room are supported by a portable Roland digital piano, purchased in 2014 with funds from Music at St Mary de Haura.
- Currently, the church does not possess its own acoustic piano. The PCC benefits from the long-term loan of a Yamaha C3 grand piano. We are most grateful to Ann Wroe for this generosity, which greatly facilitates our music in worship and concert. Music at St Mary de Haura promotes at least one event a year raising funds for Gospel Oak Action Link (GOAL) - the charity founded in 1992 by Ann's husband Malcolm Wroe. The church will need to buy its own piano at some point in the future. Music at St Mary de Haura currently holds reserved funds of £7,221 towards the future purchase of a piano (a new piano comparable to the one on loan would cost £29,000).
- MASMDH also holds the David Bennet Memorial fund (£6,067), established in 1989 to encourage young organists with financial support for organ tuition.

III. FINANCIAL REVIEW

Income and expenditure

47. Due to the Covid-19 pandemic, the year once again presented many financial challenges and we are very grateful to finish the year in a strong financial position. We received a bequest totalling £90,000 which, together with the £11,000 from the Synod Holy Trinity Trust referred to below, has strengthened our finances substantially. We continued to receive regular giving through the Parish Giving Scheme (PGS) and standing orders and continue to receive donations through the contactless card terminal installed in 2020.
48. The total receipts received on the general unrestricted fund were £222,149 (2020: £128,530) and are detailed in the financial report. Total expenditure on the general unrestricted fund was £122,842 (£2020: £112,453). Grants have been received from:
- Coronavirus Job retention Scheme (CJRS) £7,815 furlough payments.
 - Historic England £3,697 exterior stonework repairs – final payment.
 - Hove Deanery SHTT (Synod Holy Trinity Trust) Distribution £11,000. The Trust was set up by Hove Deanery in 2016 to administer a capital sum for the Deanery being part of the sale proceeds received by the Diocese for the sale of Holy Trinity Church, Hove. The balance of the fund was distributed between the parishes in the Deanery.
49. The Government's CJRS scheme (for furloughing staff) enabled us to retain the staff we employed in 2021; and in the course of the year we are pleased they were able to return to work once restrictions to manage the pandemic were lifted.

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50. Fundraising, albeit restricted for much of the year, continued to provide much needed income in 2021 and the final total for the year was an incredible £12,600 excluding gift aid recovered (2020: £10,458) . This income stream is so important because we do not have a church hall or other facility which we can rent. Our grateful thanks go once more to everyone who contributed to this. Particularly thanks are owed to Mark Potter for his sponsored walk from St Mary's to Chichester Cathedral. With the money raised being match-funded by his employer, Legal and General a total of over £10,500 was received (rising to £13,000 after gift aid recovered). We also had a Duck Race (£300) and Prosecco and Sparkler's evenings (£850) and a mini Christmas fair (£500).

Parish Share, staff costs and payments to Trustees

51. The largest expenditure of the PCC was the sum of £57,594 paid to the Diocese for our share of all churches' Parish Ministry costs and church insurance incurred by the Diocese (2020: £40,352). This amount covers the housing, stipend and pension costs of the clergy, the church insurance and also a standard sum for diocesan central costs and clergy training. In 2020 and due to the pandemic, we were only able to pay 80% of our Parish Share. We are extremely pleased to report that in 2022 we were once again able to pay in full.
52. The PCC employed four staff part-time: a Director of Music; a Parish Administrator; a Children & Families Coordinator; and a Verger. Two of those positions that of the Parish Administrator and the Children & Families Coordinator, are members of the PCC – Sue Clay and Sarah Sayers respectively.
53. Other costs incurred and paid included Council Tax, water charges and expenses for travelling and telephone for the vicarage together with the clergy expenses amounting to £6,647.

Outward Giving

54. Most of the collections and events which produce funds for a range of charities were unable to take place this year and so our giving was once again greatly reduced:

	2021
Christian Aid	£600
British Legion	£281
The Children's Society	£371
St Mary's Pickering	£25
Turning Tides	£345

Reserves and other funds

55. The PCC's policy is to maintain a balance in the general unrestricted funds which equates to approximately three months of unrestricted payments as contingency fund and to allow time to identify and develop new sources of income or to cut back on related expenditure. Three months' worth of essential expenditure, approximately £19,000, comprises salaries, utilities, photocopier rates and contingency. The unrestricted reserves are approximately equal to 10 (2020: 4) month's essential expenditure based on the expenditure of the year ended 31st December 2021 which is considered sufficient and in line with the policy. Free reserves totalled £129,169 (2020: 29,862) at the balance sheet date.

Trustees Annual Report for 2021

56. St Mary de Haura is a Grade 1 listed building and the Friends of St Mary's is a separate charity with the responsibility for raising finance with which to support the on-going restoration of St Mary's. The Trustees are the Vicar and Churchwardens.
57. The PCC holds three designated (that is, restricted) funds which are invested within the Church of England Central Board of Finance Deposit Accounts:
- The Reginald Brown Bequest 1944: the balance at 31st December 2021 was £3,606. The conditions attached to the use of this fund are that a sermon must be preached from a prescribed text on Quinquagesima Sunday. The interest from this fund is used by the Incumbent at their discretion.
 - The Rice Bequest: the balance at 31st December 2021: £21,802. This fund is designated for the maintenance of a stained-glass window.
 - The Clement Bequest: balance at 31st December 2021: £1,142. This fund, the disbursement of which is at the discretion of the Vicar and Churchwardens, is designated for the maintenance of a grave in the churchyard.

IV. MANAGEMENT OF THE CHARITY

Structure and Governance

58. The trustees of the charity are the ex officio and elected members of the PCC. The ex officio members are the priests of the benefice; the Churchwardens; and the members of the Deanery, Diocesan or General Synods. The other lay members of the PCC are elected at the Annual Parochial Church Meeting (APCM) by those on the electoral roll attending that meeting. The PCC may also co-opt additional members but it did not co-opt any additional members during 2021. The members of the PCC throughout 2021 were:

Revd Canon Ann Waizeneker	(Incumbent, ex officio)
Revd Jane Bartlett	(Associate Priest, ex officio)
Revd Steven Emerson	(Assistant Curate, ex officio)
Churchwarden	Mr John Tyson
Churchwarden	Mrs Sue Clay
Mrs Pauline Cakebread	(Until APCM 2022)
Mr Chris Davis	(Until APCM 2022)
Ms Gudrun Hansen	(Until APCM 2022)
Mrs Sarah Sayers	(Until APCM 2022)
Mr Terry Clark	(Until APCM 2023) PCC Treasurer
Mr Ed Downes	(Until APCM 2023)
Mrs Katie Westcott	(Until APCM 2023)
Mrs Jenny Innes	(Until APCM 2023)
Ms Rebecca Allinson	(Until APCM 2024)
William Payne	(Until APCM 2024)
Mark Potter	(Until APCM 2024)
Ian Tompkin	(Until APCM 2024)
Mr Jonathan Smith	(licenced Lay Reader)

Trustees Annual Report for 2021

Ms Louise Gill	(member of the Deanery Synod)
Mrs Jenny Innes	(member of the Deanery Synod)
Mrs Edith Leslie	(member of the Deanery Synod)
Mr Mark Potter	(member of the Deanery Synod)

59. Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.
60. The PCC has one Committee ('Mission 2020'), established in 2018, to plan for the redevelopment of the two-storey property close to the church. The freehold of this property is held in trust for the church by a separate charity⁴ of which the Incumbent and the two churchwardens are the sole trustees. A summary of the work of this Committee is provided in paragraphs 33 - 36.
61. In addition, the responsibilities of the PCC for the maintenance and upkeep of the church, parts of which are nine centuries old, are supported by the work of another charity, The Friends of St Mary's Church, New Shoreham⁵. The Incumbent and Churchwardens are also the sole trustees of this.
62. In accordance with our duties as stated in section 17(5) of the 2011 Charities Act, we have considered the guidance provided by the Charity Commission in regard to public benefit. This public benefit has been demonstrated by the activities undertaken since the inception of the charity outlined in the 'Objectives and Activities' section above.

⁴ The New Shoreham Church Trust details of which can be found through this link:
<https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5160031>

⁵ Details of the charity The Friends of St Mary's can be found through this link:
<https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/280315>

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees/executive committee are required by law of England and Wales to prepare financial statements for each financial year which give a true and fair view of the Association's financial activities during the year and the financial position at the end of the year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures, disclosed and explained in the financial statements; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees/Executive Committee are responsible for keeping accounting records which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by the Churchwardens John Tyson and Sue Clay following the retirement of Canon Ann in January 2022.



John Tyson
Churchwarden



Susan Clay
Churchwarden

Date: Tuesday 29th March 2022

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE NEW SHOREHAM CHURCH TRUST

I report on the charity trustees on my examination of the accounts of the Charity for the year ended 31 December 2021.

Responsibilities and basis of report

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 145 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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

TC Group

**Mr Jonathan Aikens FCA, DCHA
for and on behalf of TC Group**

The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Dated: 4 April 2022

**PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA,
SHOREHAM-BY-SEA**

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Endowed funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income and endowments from:	4					
Donations and legacies		193,103	-	-	193,103	112,737
Charitable activities		8,962	19,136	-	28,098	17,823
Other trading activities		12,268	-	-	12,268	10,458
Investments		786	-	-	786	675
Other		7,030	1,526	-	8,556	9,300
Total income		222,149	20,662	-	242,811	150,993
Expenditure on:	5					
Charitable activities		122,886	17,463	-	140,349	133,533
Fundraising		236	-	-	236	1,123
Total expenditure		123,122	17,463	-	140,585	134,656
Net gains/(losses) on investments	10	1,518	-	3,098	4,616	167
Net movement in funds		100,545	3,199	3,098	106,842	16,504
Reconciliation of funds:	14					
Total funds brought forward		35,263	22,110	23,452	80,825	64,321
Total funds carried forward		135,808	25,309	26,550	187,667	80,825

The notes on pages 19 to 29 form part of these accounts.

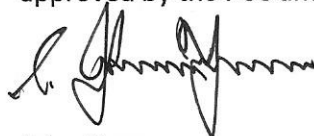
PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

BALANCE SHEET

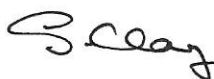
AS AT 31 DECEMBER 2021

	Notes	£	2021 £	£	2020 £
Fixed assets	10				
Unrestricted investments			6,919		5,401
Endowed investments			26,550		23,452
			<u>33,469</u>		<u>28,853</u>
Current assets					
Debtors	12	4,160		6,685	
Cash at bank and in hand		160,366		54,100	
			<u>164,526</u>	<u>60,785</u>	
Creditors: amounts falling due within one year	13	(10,328)		(8,813)	
Net current assets			<u>154,198</u>		<u>51,972</u>
Total assets less current liabilities			<u>187,667</u>		<u>80,825</u>
Net assets			<u>187,667</u>		<u>80,825</u>
The funds of the charity	14				
Endowed funds			26,550		23,452
Restricted funds			25,309		22,110
Unrestricted funds			135,808		35,263
Total charity funds			<u>187,667</u>		<u>80,825</u>

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



John Tyson
Churchwarden



Susan Clay
Churchwarden

Dated 29th March 2022

Company number - 1174718

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2021

1 Legal Status

The Church is an unincorporated charity registered in England and Wales, further details can be found on the front cover of these accounts.

2 Accounting policies

2.1 Accounting convention

The financial statements have been prepared under 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).

Parochial Church Council of St Mary De Haura meets the definition of a public benefit entity under FRS 102. There are no material uncertainties about Parochial Church Council of St Mary De Haura's ability to continue as a going concern. This conclusion takes into account the financial effect of the Covid-19 pandemic.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

2.2 Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

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

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

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

2 Accounting policies

(continued)

2.3 Income and endowments

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

Donations and legacies

Collections are recognised when received.

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

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

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC and the charity becomes entitled to the income.

Charitable activities

Income from charitable activities is recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

Fees are recognised as services are provided.

Other trading activities

Sales of magazines and study notes are recognised when received.

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

Investment income

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

All other income

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

Gains and losses on investments

Realised gains are recognised when the investments are sold.

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

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

2 Accounting policies (continued)

2.4 Expenditure

Expenditure is accounted for on an accruals basis and accounted for gross.

Grants

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

Church Activities

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

2.5 Fixed Assets

Investments

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

2.6 Cash Flow Statement

In accordance with Section 7 of FRS 102 the charity is claiming exemption from the requirement to prepare a cash flow statement on account of its size.

2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

2.8 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

2.9 Trustee remuneration

All the trustees donate their time spent running the charity on a voluntary basis and do not receive any remuneration for their work.

2.10 Estimates and judgements

Estimates and underlying assumptions are reviewed by trustees on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

3 Comparative Funds Statement of Financial Activities for the year ended 31 December 2020

	Unrestricted funds 2020 £	Restricted funds 2020 £	Endowed Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Income and endowments from:					
Donations and legacies	104,377	8,360	-	112,737	100,045
Charitable activities	6,735	11,088	-	17,823	12,110
Other trading activities	10,458	-	-	10,458	10,478
Investments	675	-	-	675	906
Other	6,285	3,015	-	9,300	25,385
Total income	128,530	22,463	-	150,993	148,924
Expenditure on:					
Charitable activities	111,330	22,203	-	133,533	137,942
Fundraising	1,123	-	-	1,123	1,054
Total expenditure	112,453	22,203	-	134,656	138,996
Net gains/(losses) on investments	(1,305)	-	1,472	167	4,367
Net movement in funds	14,772	260	1,472	16,504	14,295
Reconciliation of funds:					
Total funds brought forward	20,491	21,850	21,980	64,321	50,026
Total funds carried forward	35,263	22,110	23,452	80,825	64,321

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

4	Analysis of income and endowments:	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds	Total Funds
		2021	2021	2021	2021	2020
		£	£	£	£	£
	Planned giving (excl. tax refunds)	20,933	-	-	20,933	27,343
	Loose cash collections	6,667	-	-	6,667	3,044
	Grants	18,815	-	-	18,815	27,127
	Gift Aid recoverable	11,462	-	-	11,462	14,193
	Sundry donations and appeals	113,234	-	-	113,234	23,935
	Parish Giving Scheme	21,995	-	-	21,995	17,095
	Donations and legacies	193,103	-	-	193,103	112,737
	Fees for weddings and funerals	5,541	-	-	5,541	3,568
	Wall Box	2,990	-	-	2,990	2,652
	Church Hiring Fees	-	-	-	-	230
	Stonework repairs/Historic England grant	-	19,136	-	19,136	11,088
	Regular Events	431	-	-	431	285
	Charitable activities	8,962	19,136	-	28,098	17,823
	Trading Activities	12,268	-	-	12,268	10,458
	Other trading activities	12,268	-	-	12,268	10,458
	Dividends and interest	786	-	-	786	675
	Investments	786	-	-	786	675
	St Mary de Haura Choir	-	940	-	940	717
	Music at St Mary de Haura	-	471	-	471	2,262
	Youth Group	-	-	-	-	200
	Belfy Fund	-	115	-	115	36
	Other (Shared costs – COGS)	7,030	-	-	7,030	6,085
	Other	7,030	1,526	-	8,556	9,300
	Total received on all funds	222,149	20,662	-	242,811	150,993

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

5	Analysis of expenditure on:	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Endowed Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
	Missionary and charitable giving	651	-	-	651	1,910
	Ministry:					
	Diocesan parish	57,594	-	-	57,594	40,352
	Other clergy costs	5,747	-	-	5,747	5,894
	Staff (note 7)	28,022	-	-	28,022	37,044
	Upkeep of services	11,234	-	-	11,234	8,395
	Church running	5,156	-	-	5,156	3,501
	Youth Group	-	-	-	-	146
	Belfy Fund	-	9	-	9	228
	St Mary de Haura Choir	-	528	-	528	1,053
	Music at St Mary de Haura	-	126	-	126	1,474
	Church maintenance and repair	3,232	-	-	3,232	3,463
	Parish office administration	9,590	-	-	9,590	7,274
	Stonework repairs/Historic England grant	-	16,800	-	16,800	21,215
	Church groups	220	-	-	220	-
	Support costs (note 8)	1,440	-	-	1,440	1,584
	Charitable activities	122,886	17,463	-	140,349	133,533
	Fundraising costs	236	-	-	236	1,123
	Raising funds	236	-	-	236	1,123
	Total expended on all funds	123,122	17,463	-	140,585	134,656
6	Missionary and charitable giving:					
		Unrestricted Funds 2021 £	Restricted Funds 2021 £	Endowed Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
	General	306	-	-	306	-
	The Children's Society	-	-	-	-	110
	Family Support Work	-	-	-	-	250
	Worthing Homelessness	345	-	-	345	250
	Olly's Future	-	-	-	-	1,300
		651	-	-	651	1,910

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

7 Staff costs

Remuneration

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Endowed Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Director of Music	12,751	-	-	12,751	12,545
Family Worker	6,969	-	-	6,969	13,853
Development and Project Manager	-	-	-	-	2,206
Verger	833	-	-	833	800
Parish Office Administrator	7,469	-	-	7,469	7,452
Other staff costs	-	-	-	-	188
	<u>28,022</u>	<u>-</u>	<u>-</u>	<u>28,022</u>	<u>37,044</u>

Summary of Staff Costs

	Total Funds 2021 £	Total Funds 2020 £
Gross Pay	27,438	36,206
Employer's contribution to defined contribution scheme	584	838
	<u>28,022</u>	<u>37,044</u>

Notes

During the year none of the staff earned more than £60,000pa (2020: none). An average of 5 staff were employed this year (2020:5).

8 Support costs (including Governance costs)

	Unrestricted Funds £	Restricted Funds £	Endowed Funds £	Total 2021 £	Total 2020 £
Independent examination	1,440	-	-	1,440	1,440
PAYE services	-	-	-	-	144
	<u>1,440</u>	<u>-</u>	<u>-</u>	<u>1,440</u>	<u>1,584</u>

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

9 Trustees and Key Management Personnel:

Key management of the church consist of the Clergy and the Church Wardens. The Clergy are paid a stipend directly by the Diocese and the church wardens are voluntary positions. As such, the key management of the church did not receive any remuneration either in 2020 or 2021. The PCC are not remunerated for their services as PCC members and have not received any reimbursement for expenses. Sue Clay, Parish Administrator and Sarah Sayers, Families and Children's Worker, are both Trustees and salaried members of staff who each received a market rate payment for their work. The PCC paid Council Tax, water charges and expenses for travelling and telephone for the vicarage together with curate expenses amounting to £6,017 (2020: £5,894).

10 Fixed Asset Investments

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total 2021	Total 2020
	£	£	£	£	£
Fair Value 1 January 2021	5,401	-	23,452	28,853	28,686
Net gains and revaluation	1,518	-	3,098	4,616	167
Fair value 31 December 2021	6,919	-	26,550	33,469	28,853

11 Analysis of net assets by fund

For the year ended 31 Dec 2021

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total 2021	Total 2020
	£	£	£	£	£
Investment fixed assets	6,919	-	26,550	33,469	28,853
Current assets	139,217	25,309	-	164,526	60,785
Current liabilities	(10,048)	-	-	(10,048)	(8,813)
	136,088	25,309	26,550	187,947	(80,825)

Analysis of net assets by fund

For the year ended 31 Dec 2020

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total 2020	Total 2019
	£	£	£	£	£
Investment fixed assets	5,401	-	23,452	28,853	28,686
Current assets	38,675	22,110	-	60,785	44,373
Current liabilities	(8,813)	-	-	(8,813)	(8,738)
	35,263	22,110	23,452	80,825	64,321

**PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA,
SHOREHAM-BY-SEA**

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

12 Debtors	Unrestricted Funds £	Restricted Funds £	Endowed Funds £	Total 2021 £	Total 2020 £
Income tax recoverable	2,582	-	-	2,582	1,882
Grant funds due	-	-	-	-	3,697
Shared Costs due from Good Shepherd	1,578	-	-	1,578	1,106
	4,160	-	-	4,160	6,685
13 Creditors	Unrestricted Funds £	Restricted Funds £	Endowed Funds £	Total 2021 £	Total 2020 £
Utilities	975	-	-	975	791
HMRC PAYE	1,069	-	-	1,069	1,128
Other creditors	3,809	-	-	3,809	2,419
Independent examiner	1,500	-	-	1,500	1,500
Hymn book loan	2,975	-	-	2,975	2,975
	10,328	-	-	10,328	8,813

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, SHOREHAM-BY-SEA

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

14	Statement of funds	1 Jan 2021	Income	Expenditure	Transfers	31 Dec 2021
		£	£	£	£	£
	General fund	35,263	222,149	(123,122)	1,518	135,808
	Unrestricted Funds	35,263	222,149	(123,122)	1,518	135,808
	St Mary de Haura Choir	2,400	940	(528)	-	2,812
	Music at St Mary de Haura	16,352	471	(126)	-	16,697
	Belfry	3,063	115	(9)	-	3,169
	Mission Giving	-	-	-	-	-
	Family Worker	-	-	-	-	-
	Historic England	-	19,136	(16,800)	-	2,336
	Youth Group	295	-	-	-	295
	Restricted Funds	22,110	20,662	(17,463)	-	25,309
	Browne Bequest	3,155	-	-	451	3,606
	Clements Bequest	1,223	-	-	(81)	1,142
	Rice Bequest	19,074	-	-	2,728	21,802
	Endowed Fund	23,452	-	-	3,098	26,550
		80,825	242,811	(140,585)	4,616	187,667

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

The Reginald Browne Bequest 1944, and is invested in the CBF Investment Fund shares. If a prescribed text is preached on the Sunday Next before Lent then the Vicar may claim the accrued amount of interest on the capital.

The Clements Bequest is invested in the CBF Investment Fund shares. The fund is held for the maintenance of a grave in the churchyard.

The Rice Bequest is invested in the CBF Investment Fund shares. The fund is held for maintenance of the stained glass window in St Mary's dedicated to Edwin Rice and for the Rice graves.

Restricted Funds are not invested permanently but are to be spent within reasonable timescales:

The Belfry Fund holds the funds of the St Mary de Haura bell ringers.

The Youth Group Fund holds funds for the Youth Group based at St Mary and St Nicolas' school.

The Family Worker Fund relates to grant income received towards The Family Worker's staff costs.

The Historic England Fund relates to grant income received towards repairs to the church fabric.

St Mary Church Choir holds funds for the church choir.

The Mission Giving Fund represents funds collected on and on behalf of, and passed on to other beneficiaries.

Music at St Mary de Haura holds funds relating to music at St Mary de Haura.

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides.

**PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA,
SHOREHAM-BY-SEA**

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

15 Control

The charity is under the control of the Trustees.

16 Taxation

As a charity, Parochial Church Council of St Mary De Haura is exempt from tax on income and gains to the extent that these are applied to its charitable objects.

17 Related party transactions

Other than the items detailed in note 9 of the accounts, there are no related party transactions to report (2020: none).

Accounts

Trustees Annual Report and Financial Statements

The Parochial Church Council of

St Mary de Haura, New Shoreham

Registered Charity no 1174718

For the year ended 31 December 2020

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St Mary de Haura, New Shoreham

Incumbent: The Reverend Canon Ann Waizeneker

The Vicarage, Church Street, Shoreham by Sea, BN43 5DQ

Independent examiner: TC Group, The Courtyard, Shoreham Road,
Upper Beeding Steyning, BN44 3TN

Bankers: HSBC Bank PLC, 1/3 Warwick St, Worthing, BN11 3DE

Parochial Church Council of St Mary de Haura, New Shoreham
Registered Charity no. 1174718

Trustees Annual Report for 2020

The PCC of St Mary de Haura present their Annual Report, together with the financial statements for the year to 31 December 2020.

The report is somewhat unusual in that it describes a year in which the church was closed for several months and most worship and events during the year had to be curtailed or cancelled because of the Covid 19 Pandemic.

Aim and Purposes as a charity

The primary objective of St Mary de Haura'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 Reverend Canon Ann Waizeneker, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical, besides the usual maintenance responsibilities that an ancient Grade I listed church building presents.

The full PCC met six times during the year – twice in person and four times online, using "Zoom". Extraordinary meetings to discuss urgent matters were held online in addition to the scheduled meetings. The PCC is also responsible for the Friends of St Mary's and the New Shoreham Church Trust which manages the church owned premises in New Road and East Street. The Annual Parochial Church Meeting was deferred from April until October because of the Pandemic and was held online following Church of England advice.

Objectives and Activities

- The principal objective for the PCC in 2020 has been to support our congregation and wider community during a challenging year of restrictions and lockdown which have caused so much emotional and financial hardship. And secondly to ensure sufficient funds to maintain the church building and to meet our outgoings at a time when several of our income streams simply stopped for most of the year.
- The PCC has continued to make progress in shaping our approach to addressing the fabric needs of the church, both development and conservation work.
- Alongside this the PCC has this year adopted a more than usually flexible approach in pursuit of our ongoing objectives to resource and grow the activities so important for the mission of this town church. These include adapting working with children and young families, providing opportunities for deepening faith, and making the church as accessible as possible to all in the community during these times of lockdown and restrictions. Much of this has been achieved online in ways we would not have envisaged in past years.

The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the wide demographic living within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning activities for the year, the incumbent and the PCC consider the Charity Commission's guidance on public benefit including the specific guidance for charities on the advancement of religion. We try to enable people to live out their faith as part of our parish community as described in this report.

Achievements, Performance in the Church and Community

Church membership and attendance

There are 280 parishioners on the church electoral roll.

As will be seen in the figures below, worship at church services, baptisms and weddings were severely disrupted and no Confirmations or Admission to Communion were able to take place. However, "Zoom" online services have been well attended and when there have been no alternative services in church, attendance has averaged between 50 and 55 households, equating to approximately 75 people. Considering this does not include young families who have been tuning into our YouTube Shine Sunday Schools, and remembering those who cannot access online worship, it has been remarkable to build up this online community, and virtual coffee afterwards proves popular! Our oldest online participator is 102 and we have several who are in their 90s, with carers and residential homes being extremely helpful in aiding their participation. We have also been aware of many more visitors to our website, YouTube and Facebook pages since the beginning of the Pandemic. We were grateful the Church of England quickly offered a national free phone line so that those without internet access have been able to access worship hymns, prayers and readings by phone.

	2018	2019	2020
Baptisms	36	30	7
Confirmation Candidates	8	4	0
Admission to Communion before Confirmation	3	2	0
Easter Communicants	263	237	0
Christmas Communicants	179	227	84
Church Attendance on a 'normal' Sunday (averaged over the year)	194	189	N/A
Weddings and Marriage Blessings	7	7	5

Review of the church year

2020 started normally with a Sea Shanty concert in January which raised a magnificent £1,300 for the charity Ollie's Future and £200 for the church. Plans were being put in place for the annual Adur Art Festival in June and the artists were invited to exhibit work in the church on the theme 'For the beauty of the earth'. The Friends of SMDH, Music at SMDH, and our general fundraising group were all planning events throughout the year. The first wedding of 2020 took place in February followed by our Ash Wednesday service, and the Lent courses began. *A Fine Romance*, devised and arranged by Stuart Hutchinson, was a Cabaret Celebration of the music of Jerome Kern. It was performed in church on March 7th by members of the University of Chichester Conservatoire Musical Theatre Triple Threat Company.

On March 20th, all services and events in church stopped but the church remained open for private prayer. A wedding took place on Friday 20th March with great restrictions imposed at the last minute, which the couple and their families accepted with good grace. Four days later on March 24th, the Church of England ordered all churches to close their doors. This was a

difficult moment, perhaps particularly so for St Mary's as it is situated in the very centre of the community and is a place of refuge and comfort to so many who come in each day.

At the start of the lockdown, very few of us had heard of "Zoom" and we did not have the technical wherewithal initially to transfer our Lent Groups, meetings and services to this interactive online medium. Anthony Jones, Director of "Fruit Media" in Shoreham, contacted us to offer assistance in recording sermons and services. This started in his studio but then moved to his garden because of greater restrictions. We recorded several services and sermons in beautiful spring sunshine, to the amazement of the builders working on the house next door! Our thanks go to Fruit Media for their help while we learned a whole new set of skills.

With the help of members of the congregation, we learnt quickly how to operate Zoom and online services started shortly after Easter. Our ministry team rose to the challenge magnificently and calmly recorded sermons and led services. This has proved a great blessing, because it allows us to have a reasonably interactive service alongside social time in small groups afterwards. Revd Steven started a weekly online social – a mix of quizzes, bingo and tea and chat- which have been greatly appreciated by many people.

We were also able to offer practical help to keep in touch and support our congregation and community. For example, Ginger and Dobbs, local grocers, provided some "treats" in boxes which we were able to deliver to many of our congregation along with posies and cards written by the children at St Nicolas and St Mary's School. This happened on March 22nd, Mothering Sunday, just two days after the restrictions began. The weeks leading up to Holy Week and Easter passed very quickly. We worked closely with the Council and Foodbank as systems were set up to help provide food and money to those most in need. Many in our church volunteered to help in these town initiatives. We tried to ensure that we kept in touch with everyone we know, particularly those without internet access.

With the strict lockdown, combined with the beautiful spring weather and permitted outdoor exercise, the churchyard became the main and very important green space in the town. Together with the regular mowing undertaken by Adur Council, a team of volunteers led by Sarah Hadwen, worked hard to make the churchyard as attractive as possible and indeed it has never looked better than it did this year. We have received many appreciative comments about this. Our thanks go to the volunteers who maintain the graves and the Garden of Remembrance and some of them have used spare time in lockdown to clear undergrowth and tend the flowerbeds.



Flower Beds in the Churchyard

In July we were able to open the church again for private prayer which was a hopeful and much appreciated development. This involved significant preparation, in terms of cleaning and preparing the church each day to keep people safe, and initially church sitters to allay the anxieties of those coming into the church. We are very grateful to all the volunteers who made this possible and enabled the church to be open all day every day for the remainder of

2020. This has been greatly appreciated in the town and as one young woman remarked to her friend as she walked through the churchyard: *"It's a sign of hope for us all that the church is open again"*. Many people have lit candles at the candlestand, and this has been an important focal point and source of comfort in our community during such a difficult year.

Opening the church daily was soon followed by the re-institution of services and a booking system was introduced to ensure the prescribed social distancing. Alongside this the weekly Zoom service continued for those not yet able to come to church. Our congregation has proved remarkably adaptable and patient in the face of booking requirements, changing service times and then the cancellation of services again for various periods in the latter half of the year. It felt wonderful to be back in church for services, again made possible by volunteers there each week to gently ensure our safety through social distancing, the wearing of masks etc.

One sadness was the prohibition of hymn singing and as our Director of Music had to be furloughed (through the Government Furlough Scheme) to help our finances, there has been no live music in church since March 2020. The exception to this was to have the organ and a small choir for Midnight Mass and Christmas morning. This was appreciated greatly and reinforced how blessed we are with the quality of music at St Mary de Haura, and how this enriches weekly worship. Sadly the annual Town Carol Service could not take place; normally 600 people attend this on Christmas Eve, so this was just not possible, but we were able to post an adapted recording from previous years on our website. Its cancellation this year has emphasised how appreciated this service in the town, with comments such as:

In September we were delighted to welcome Bishop Martin to St Mary's for Revd Steven's

"it starts Christmas for me", "the music is so beautiful and it really brings alive the meaning of Christmas", "it's impossible to describe what it means to me to hear those readings and carols, in such an ancient building".

ordination. A very joyous occasion despite the restriction on numbers and we look forward to him being ordained priest in June 2021 by Bishop Ruth, the first female bishop in Chichester Diocese.



Revd Steve and Bishop Martin

In October the delayed APCM took place online and we were able to thank Edith Leslie who stood down as churchwarden after two terms of office. Edith has been an exceptional churchwarden and we are pleased that she continues to represent us on Deanery Synod. We were delighted to welcome Sue Clay as churchwarden, to work alongside Ian Tompkin in his 40th and last year in this role.



Edith Leslie receives her farewell gift

A major concern during 2020 has been our financial position – many of our costs are fixed, and it was clear early on that our income would be badly hit, as so much of it comes from donations from visitors to the church and our busy annual events schedule. More detail is given about how this has been addressed in the financial review section of this report, but primarily we have survived because of the great generosity of both our regular congregation and other members of the community, for which we are so very grateful. This has included some sterling fundraising efforts, including a sponsored walk by Mark Potter from St Mary's to Chichester cathedral, on a blisteringly hot August day, which raised an amazing £6,000.



Mark Potter and friends set off

Mother Philippa and the Sisters at the Community of the Sacred Passion, organised a virtual Christmas Fair, with the Convent briefly becoming a fulfilment house where we were able to pick up the items we had ordered! 2021 will also be a tough year financially but we are heartened by the response to our need so far and the prayers being offered for the church in these difficult times. A duck race proved very successful and is set to become an annual fundraising fixture.



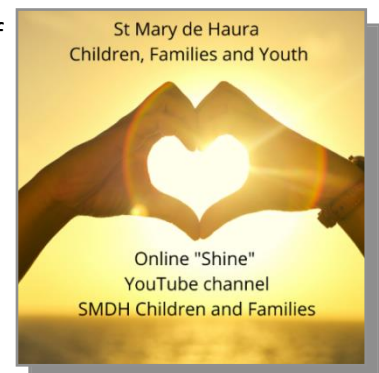
Revd Steve and friends at the duck race

The Parochial Church Council is most grateful to the many volunteers who contribute to the life of the church in such a variety of ways. It is only through this support that the church is able to promote the Gospel of our Lord Jesus Christ within the parish of New Shoreham.

Children and Family Work

As with all areas of church life, our work with young people had to adapt significantly during 2020. "Mary's Music" (a drop in for preschool children and their carers), the "Cook off" for older children and the annual summer holiday club, all had to be suspended for most of the year. This was disappointing because of the growth in numbers in these groups and the opportunities they give for deepening faith and friendships.

However, Sarah Sayers, our Children, Family and Youth Coordinator, adapted quickly and moved the Shine Sunday School on line. Sarah has also consistently engaged our families through her informative and attractive monthly newsletter.



The holiday club was replaced with a town treasure trail, run for two mornings in August. This was very popular and a lovely opportunity to meet up with many young families in a socially distanced way – some introduced to the church for the first time.



Sarah Sayers with the Treasure Trail leaflets

When the church re-opened for services, Teatime Worship was replaced by “Story at 4” on the first Sunday of each month. We were able to accommodate 12-13 families who booked their places in advance, watched a video clip of a bible story, and experienced as many of the elements of Teatime Worship as possible within current restrictions. Although this had a greatly reduced congregation it was very good to be able to welcome some of our regulars and some new faces to this service.

Similarly our annual Christingle and Crib services were adapted and both were run twice to enable as many families as possible to attend. As the church is usually packed for these services, inevitably many families in our community were unable to attend this year but we hope to welcome them all again in 2021.

We are very grateful to Sarah for her flexibility and creativity in responding to the Pandemic situation and keeping our families engaged and informed throughout the year. She has been furloughed part time during the year and has helpfully adapted her work around the furlough to ensure our families are still very much at the heart of our mission.

Deepening Faith

Discussion groups, such as the Book Club and other bible study groups have been curtailed this year and the Lent Groups were unable to complete the course together, though all participants had the study book material. However Revd Steven offered to run an online study group which met regularly during the year on Monday evenings and has been much appreciated by those attending. And the confirmation group from 2018 continues to meet virtually each week, providing mutual support and bible study. We have also been able to suggest other resources, such as study groups online at Chichester Cathedral and further afield. It is most helpful to have a wide pool of resources for people to choose from, though we look forward to resuming face to face discussion, study and fellowship as soon as possible.

We took the decision to defer Confirmation preparation for a year and similarly Admission to Communion for children aged 8 and over. It is hoped these may be offered in 2021.

Development of St Mary's

The subgroup of the Parochial Church Council has continued to work with our architects, Acanthus Clews, on plans for the development of the church buildings. As reported last year, the PCC has taken the decision to focus initially on the redevelopment of the St Mary's Hall site to provide the necessary accommodation for administration and the programme of events so vital to our aims and objectives, outlined earlier in this report, and to generate much needed income to support the church in the years to come. The need for this income stream has been reinforced this year in our struggle to meet all the running costs of the church. Alongside this we hope to secure grant funding for landscaping within the churchyard which is such an important green space for the town, never more so than during the Pandemic. We hope to be able to start consultation on these initiatives with the congregation and wider town within the calendar year of 2021. Your prayers for this whole project are much appreciated.



Precious Green Spaces in the Churchyard

Safeguarding

The Parish is registered with Thirtyone:Eight (formerly CCPAS, The Churches' Child Protection Advisory Service), the independent Christian safeguarding charity which provides disclosure checks. The Parish Safeguarding Officer (PSO) works closely with the incumbent to ensure that everyone who works (either paid or voluntary) with children and/or vulnerable adults within the Parish has an enhanced DBS disclosure and undertakes relevant training.

Over 2020, systems and protocols have continued to be strengthened in the light of further advice and recommendations from the Diocese and Thirtyone:eight. For example, a wider group of volunteers are now required to have undertaken DBS checks, and risk assessments are now in place for any event/venue which involves children and/or vulnerable adults. The PSO has ensured St Mary de Haura is compliant with these requirements.

No safeguarding concerns were reported to the Diocese in 2020. In November 2020, The PSO, Louise Smith, decided she needed to step down from the role because of the greatly increased and ongoing demands on her in the workplace, caused by the Covid 19 situation. We are so grateful to her for her diligence in ensuring the church complies with all safeguarding requirements and is as safe a place as possible for the young and vulnerable adults. Ash Sayers, a member of our congregation, and a serving police officer with great experience in safeguarding matters, has agreed to take this role on from January 2021.

Social and Community events

It feels very strange to have so little to report in this section, but our calendar of events ceased abruptly in March with the first lockdown and most activities have had to remain suspended for the duration of the year. This meant no Art Exhibition, lectures, concerts, educational visits or social events, including the longstanding monthly market day coffee morning in church. And sadly, we have been unable to host or participate in events for charities and community organisations, such as the Turning Tides Christmas Tree Festival, Wordfest, "Light Up Shoreham, and our annual carol services and concerts for schools and charities. Consequently the usual reports of church and activities attached as appendices have been omitted this year.

Despite this, as noted earlier in this report, we have been able to offer some online socials. And, when permitted, a series of pop up stalls in the churchyard, selling cakes, books, toys and raffle tickets in aid of the church. These also gave much appreciated opportunities for people to see each other, albeit briefly.

In the autumn, one of the local shopkeepers requested use of the church for a monthly meeting of local small retail businesses for mutual support and sharing of ideas and we have been pleased to accommodate this.



Pop Up Stall in the Churchyard

Although we were unable to host the Turning Tides Christmas Tree Festival in December, we were able to have a Christmas tree from the charity. This, together with the church Christmas tree and crib scene provided a welcome focus for many visitors and was a real draw for young families in particular.

St Nicolas and St Mary's CE Primary School

This has been an extremely challenging year for staff, pupils and their families, in response to the demands of providing education in an everchanging environment. Ably led by the head teachers, David Etherton and Andy Lincoln, and their senior management team, the organisation and communication with families and all interested parties has been excellent. They have provided face to face education in school for the families of key workers and (when possible) for all pupils, alongside online teaching. We know, from parents' gratitude to the school and the observations of school governors and trustees, just how well they have managed this process throughout.

A decision about the opening of a new Free School, St Clement CE Primary School is still awaited. In the meantime St Nicolas and St Mary's continues to support other schools across the area. Senior staff have again been seconded this year to help other church schools or to take a lead in training or mentoring.

In the autumn, Johan Applegren, a member of St Mary's Church with two children at the school, agreed to become a foundation governor, replacing Rebecca Allinson at the end of her term of office. Our thanks go to both of them for their commitment (past and future) in this role. Several year groups have been busy during the year in making Mothering Sunday, Easter and Christmas cards for elder members of our congregation and these were greatly appreciated by the recipients. As one lady wrote:

Fabric Report

All necessary required annual maintenance checks have been

"It was such a lovely surprise to receive a card and to know that it was made by a child aged 6 years. It was so good and it cheered my day up enormously!"

carried out during the year. Several repairs had to be made to crumbling masonry in the main body of the church during the first lockdown and we were pleased to get this work done while the church was closed as scaffolding was needed. There was an urgent need to repair the stonework and stop the water ingress at the West End of the church which had caused the lights to fail in the entrance area to the church.

We successfully applied for a grant of just under £15k from Historic England which covered the majority of the costs for this, and for which we are very grateful.



Scaffolding on the tower

As scaffolding is very expensive it seemed sensible to extend it around the tower area to carry out some of the other urgent repairs identified in the 2018 Quinquennial Report, namely to deal with erosion to the stonework and generally make it wind and waterproof. The cost of this was £16k and we were grateful to receive some generous donations from people in the community which covered just under half the cost of this additional work. .

As ever, the PCC is extremely grateful to the Friends of St Mary's for all their continuing hard work. It is the Friends who make the funds available which allow the necessary works to the church to proceed and their accounts and activity are attached to this report.

Financial Review

Income and expenditure

The total receipts received on the general unrestricted fund were £128,530 (2019: £133,881) and are detailed in the financial report. Total expenditure on the general unrestricted fund was £112,453 (£2019: £134,726). Grants have been received from:

Coronavirus Job retention Scheme (CJRS)	£ 14,223	furlough payments
Historic England	£ 11,088	exterior stonework repairs
Friends of St Mary's	£ 2,207	for Project Development Manager
Diocese of Chichester	£ 7,000	for Families & Children's Worker

Due to the Covid 19 pandemic the year presented many financial challenges and we are humbly grateful to finish the year in a good financial position, due to an extremely generous congregation, energetic fundraising and being able to access the Government's CJRS scheme. We were able to furlough fulltime both the Director of Music and the Children, Family and Youth Coordinator from the start of the CJRS scheme, and when this changed to allow staff to be furloughed part time, the Parish Administrator was also furloughed. We are very grateful to receive grants through the scheme as it has allowed us to retain all the staff.

We continued to receive regular giving through the Parish Giving Scheme (PGS) and standing orders but as all churches were closed in the initial lockdown, there were no cash collections or donations in church. However, we received individual donations from members of the congregation for which we are extremely grateful, and the number of givers through the PGS increased during the year.

A contactless card terminal was installed in June, using SumUp and the GiveaLittle donation app. By the end of 2020, together with donations received through the website, the church had received the sum of £3,845 which quite possibly otherwise would not have been made. Donors can also gift aid their donations.

Amazing fundraising provided much needed income in 2020 and the final total for the year was an incredible £10,458 (2019: £10,478). Our grateful thanks go once more to everyone involved, especially Mark Potter for his sponsored walk from St Mary's to Chichester Cathedral with the money raised being match funded by his employer, Legal and General. We also had a Duck Race, Summer and Christmas raffles and an online Christmas Fair.

We were successful with an application to Historic England for a grant towards urgent exterior stonework repairs, which have been completed and have enabled the lighting to be reinstated at the west door.

A grant of £7,000 from Chichester Diocese was received to cover additional hours for the Children, Family and Youth Coordinator, and £2,207 from the Friends of St Mary's to cover the Project Development Manager, whose contract finished in February 2020.

All income, except the grants detailed previously, are raised from the congregation and by fundraising, as St Mary's does not have a hall or any other external way to raise funds.

Sharing the ministry cost of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £40,352 paid to the Diocese for our share of all churches' Parish Ministry costs and church insurance incurred by the Diocese (2019: £42,829. This amount covers the housing, stipend and pension costs of the clergy, the church insurance and also a standard sum for diocesan central costs and clergy training.

However, due to the pandemic, subsequent lockdown and uncertainty on future income, the PCC reluctantly decided to reduce the monthly payment from £4248 to £2124 from August 2020 and in total 80% of the Parish Share was paid in 2020. In January, the Diocese declared 2020 "a 'jubilee year': a year in which the book of Leviticus (see ch. 25) that God's generosity, mercy, and the ultimate fullness of his Kingdom is reflected in (amongst other things) the cancellation of past debts. Shortfalls on pledges, both in the current year and from previous years to be written off to enable a fresh start".

It should be noted that we have given the Diocese notice of our intent to pay the full cost in 2021, but we will evaluate our financial position on a monthly basis.

Staff costs and Trustee payments and expenses.

The PCC paid for a Director of Music, Parish Administrator, Children, Family and Youth Coordinator and a Verger all of whom are part time.

Trustee Payments

Sue Clay, Parish Administrator and Sarah Sayers, Children, Family and Youth Coordinator, are both Trustees and salaried members of staff who each received a market rate payment for their work.

The PCC paid Council Tax, water charges and expenses for travelling and telephone for the vicarage together with curate expenses amounting to £ 4,670. This is less than in 2019 due to the arrival of the new curate who was classed as a student for Council Tax purposes until his ordination in September.

Outward Giving

Most of the collections and events which produce funds for a range of charities were unable to take place this year and so our outward giving was greatly reduced, as detailed below.

The Children's Society	£110
Family Support Work	£250
Turning Tides	£250
Olly's Future	£1,300
TOTAL	£1,910

Reserves Policy

It is PCC policy to maintain a balance in the general unrestricted funds which equates to approximately 3 months' worth of essential unrestricted payments as contingency against unexpected situations, and to allow time to identify and develop new sources of income or to cut back on related expenditure.

3 months' worth of essential expenditure has been calculated to equal approximately £19,000, this comprises salaries, utilities, copier, rates and contingency. The unrestricted reserves are approximately equal to 5.6 months essential expenditure based on the expenditure of the year ended 31st December 2020 which is considered sufficient and in line with the policy.

St Mary de Haura is a Grade 1 listed building and the Friends of St Mary's is a separate Trust with the responsibility for raising finance with which to support the on-going restoration of St Mary's. The Trustees are the Vicar and Churchwardens.

The PCC holds three designated funds which are invested within the Church of England Central Board of Finance Deposit Accounts:

Reginald Brown Bequest 1944 - balance at 31.12.2020 £3,155

If a sermon is preached from a prescribed text on Quinquagesima Sunday, the interest from this fund is paid to the Incumbent for use at their discretion.

Rice Bequest – balance at 31.12.2020 £19,074

Funds held for maintenance of a stained glass window.

Clement Bequest – balance at 31.12.2020 £1,223

The Vicar and Churchwardens are responsible for funds held for maintenance of a grave.

Structure, governance and management of the charity

The PCC is a registered charity with the Charity Commission. Its governing document is the Parochial Church Councils (Powers) Measure 1956. During the year the following served as members of the Parochial Church Council:

Ex Officio members

Incumbent:	The Revd Canon Ann Waizeneker, Chairman
Assistant Curate:	The Revd Jane Bartlett
Assistant Curate:	The Revd Steven Emerson
Churchwarden:	Mr Ian Tompkin Vice Chairman
Churchwarden:	Mrs Sue Clay

Elected Members

Mr Derek Fraser	(Until APCM 2021)
Mr Tony Pike	(Until APCM 2021)
Mrs Louise Smith	(Until APCM 2021) Safeguarding Officer
Mr John Tyson	(Until APCM 2021)
Mrs Pauline Cakebread	(Until APCM 2022)
Mrs Sarah Sayers	(Until APCM 2022) Family, Children & Youth Coordinator
Ms Gudrun Hansen	(Until APCM 2022)
Mr Chris Davis	(Until APCM 2022)
Mr Terry Clark	(Until APCM 2023) PCC Treasurer
Mrs Katie Westcott	(Until APCM 2023)
Mr Ed Downes	(Until APCM 2023)
Mrs Jenny Innes	(Until APCM 2023) PCC Secretary
Mr Jonathan Smith	(Until APCM 2022) Licensed Reader

Deanery Synod Members

Ms Louise Gill	(Until APCM 2021)
Mrs Edith Leslie	(Until APCM 2021)
Mrs Jenny Innes	(Until APCM 2021)
Mr Mark Potter	(Until APCM 2021)

Membership of the PCC 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 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

Committees

Standing Committee: This is the only committee required by law and it has the power to transact the business of the PCC between meetings, subject to any directions given by the Council.

The Friends of St Mary's: The Friends of St Mary's is a separate Trust with the responsibility for raising finance with which to support the on-going restoration of St Mary's. The Trustees are the Incumbent and Churchwardens. The Friends promote fundraising events (details contained in separate appended report).

Mission 2020 Committee

Sub Committee of the PCC charged with planning the first stages of the proposed development project. The work of this Sub Committee formulates recommendations made to the PCC.

Going concern

The trustees are of the view that the charity is a going concern.

Statement of Trustees'/Executive Committee Responsibilities

The trustees/executive committee are required by law of England and Wales to prepare financial statements for each financial year which give a true and fair view of the Association's financial activities during the year and the financial position at the end of the year.

In preparing those financial statements the trustees are required to

- a) Select suitable accounting policies and then apply them consistently
- b) Observe the methods and principles in the Charities SORP
- c) Make judgement and estimates that are reasonable and prudent
- d) State whether applicable accounting standard and statements of recommended practice have been followed, subject to any material departures, disclosed and explained in the financial statements
- e) Prepare the statements on a going concern basis unless it is inappropriate to presume that the Association will continue in operation.

The trustees/executive committee are responsible for keeping accounting records which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by The Reverend Canon Ann Waizeneker, PCC Chairman

..........

23 March 2021
Date.....

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, Shoreham-by-Sea

Statement of Financial Activities for the year ended 31 December 2020

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019	Notes
	£	£	£	£	£	
Income and endowments from:						
Donations and legacies	104,377	8,360	-	112,737	100,045	
Charitable activities	6,735	11,088	-	17,823	12,110	
Other trading activities	10,458	-	-	10,458	10,478	
Investments	675	-	-	675	906	
Other	6,285	3,015	-	9,300	25,385	
Total income	128,530	22,463	-	150,993	148,924	4
Expenditure on:						
Charitable activities	111,330	22,203	-	133,533	137,942	
Raising funds	1,123	-	-	1,123	1,054	
Total expenditure	112,453	22,203	-	134,656	138,996	5
Net gains (or losses) on investments	(1,305)	-	1,472	167	4,367	10
Net movement in funds	14,772	260	1,472	16,504	14,295	
Reconciliation of funds:						11/14
Total funds brought forward	20,491	21,850	21,980	64,321	50,026	
Total funds carried forward	35,263	22,110	23,452	80,825	64,321	

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, Shoreham-by-Sea

Balance Sheet at 31 December 2020

	Total Funds <u>2020</u>	Total Funds <u>2019</u>	Notes
	£	£	
Unrestricted investments	5,401	6,706	
Endowed investments	23,452	21,980	
Total fixed assets	28,853	28,686	10
Debtors	6,685	7,648	12
Cash at bank and in hand	54,100	36,725	
Total current assets	60,785	44,373	
Creditors: Amounts falling due within one year	(8,813)	(8,738)	13
Net current assets	51,972	35,635	
Total assets less current liabilities	80,825	64,321	
Total net assets	80,825	64,321	
The funds of the charity:			
Endowment funds	23,452	21,980	
Restricted income funds	22,110	21,850	
Unrestricted funds	35,263	20,491	
Total charity funds	80,825	64,321	11/14

This Annual Financial Report, for the year ended 31st December 2020, including the notes following, was approved by the PCC and signed on its behalf by

The Revd Ann Waizeneker, PCC Chairman

..... *OG Waizeneker*

23 March 2021

Date

Charity number: 1174718

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, Shoreham-by-Sea

Notes to the financial report for the year ended 31 December 2020

1 Legal Status

The Church is an unincorporated charity registered in England and Wales, further details can be found on the front cover of these accounts.

2 Accounting policies

a Accounting convention

The financial statements have been prepared under 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).

Parochial Church Council of St Mary De Haura meets the definition of a public benefit entity under FRS 102. There are no material uncertainties about Parochial Church Council of St Mary De Haura's ability to continue as a going concern. This conclusion takes into account the financial effect of the Covid-19 pandemic.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

The functional currency of the church is pounds sterling. Items in the accounts are rounded to the nearest pound.

b Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

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

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

c Income and endowments

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

Donations and legacies

Collections are recognised when received.

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

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

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC and the charity becomes entitled to the income.

Charitable activities

Income from charitable activities is recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

Fees are recognised as services are provided.

Other trading activities

Sales of magazines and study notes are recognised when received.

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

Investment income

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

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, Shoreham-by-Sea

Notes to the financial report (continued) for the year ended 31 December 2020

c Income and endowments (continued)

All other income

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

Gains and losses on investments

Realised gains are recognised when the investments are sold

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

d Expenditure

Expenditure is accounted for on an accruals basis and accounted for gross.

Grants

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

Church Activities

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

e Fixed Assets

Investments

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

f Current Assets

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

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

g Cash Flow Statement

In accordance with Section 7 of FRS 102 the charity is claiming exemption from the requirement to prepare a cash flow statement on account of its size.

h Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

i Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

j Trustee remuneration

All the trustees donate their time spent running the charity on a voluntary basis and do not receive any remuneration for their work.

k Estimates and judgements

Estimates and underlying assumptions are reviewed by trustees on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, Shoreham-by-Sea

Notes to the accounts (continued)

3 Comparative Funds Statement of Financial Activities for the year ended 31 December 2019

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2019	Total Funds 2018	Notes
	£	£	£	£	£	
Income and endowments from:						
Donations and legacies	100,045	-	-	100,045	89,757	
Charitable activities	12,110	-	-	12,110	12,988	
Other trading activities	10,478	-	-	10,478	6,609	
Investments	906	-	-	906	808	
Other	10,342	15,043	-	25,385	12,176	
Total income	133,881	15,043	-	148,924	122,338	4
Expenditure on:						
Charitable activities	133,672	4,270	-	137,942	124,132	
Raising funds	1,054	-	-	1,054	1,482	
Total expenditure	134,726	4,270	-	138,996	125,614	5
Net gains (or losses) on investments	1,064	-	3,303	4,367	(2,225)	13
Net movement in funds	219	10,773	3,303	14,295	(5,501)	
Reconciliation of funds:						
Total funds brought forward	20,272	11,077	18,677	50,026	55,527	
Total funds carried forward	20,491	21,850	21,980	64,321	50,026	

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, Shoreham-by-Sea
Notes to the financial report (continued)
for the year ended 31 December 2020

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
4 Analysis of income and endowments:					
Planned giving (excl. tax refunds)	27,343	-	-	27,343	33,072
Loose cash collections	3,044	-	-	3,044	12,256
Grants	20,127	7,000	-	27,127	22,816
Gift Aid recoverable	14,193	-	-	14,193	13,450
Sundry donations and appeals	22,575	1,360	-	23,935	4,094
Parish Giving Scheme	17,095	-	-	17,095	14,357
Donations and legacies	104,377	8,360	-	112,737	100,045
Fees for weddings and funerals	3,568	-	-	3,568	6,038
Wall Box	2,652	-	-	2,652	3,391
Church hiring fees	230	-	-	230	1,370
Stonework repairs/Historic England grant	-	11,088	-	11,088	-
Regular Events	285	-	-	285	1,311
Charitable activities	6,735	11,088	-	17,823	12,110
Trading Activities	10,458	-	-	10,458	10,478
Other trading activities	10,458	-	-	10,458	10,478
Dividends and interest	675	-	-	675	906
Investments	675	-	-	675	906
St Mary de Haura Choir Fund	-	717	-	717	1,689
Music at St Mary de Haura	-	2,262	-	2,262	13,090
Youth Group	200	-	-	200	1,184
Belfry Fund	-	36	-	36	264
Other (Shared costs - COGS)	6,085	-	-	6,085	9,158
Other	6,285	3,015	-	9,300	25,385
Total received on all funds	128,530	22,463	-	150,993	148,924

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, Shoreham-by-Sea
Notes to the financial report (continued)
for the year ended 31 December 2020

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019	Notes
	£	£	£	£	£	
5 Analysis of expenditure on:						
Missionary and charitable giving	550	1,360	-	1,910	1,102	6
Ministry:						
<i>diocesan parish contribution</i>	40,352	-	-	40,352	42,829	
<i>other clergy costs</i>	5,894	-	-	5,894	7,172	
Staff (note 7)	30,044	7,000	-	37,044	49,984	7
Upkeep of services	8,395	-	-	8,395	8,724	
Church running	3,501	-	-	3,501	6,458	
Youth Group	146	-	-	146	394	
Belfry Fund	-	228	-	228	174	
St Mary de Haura Choir Fund	-	1,053	-	1,053	1,421	
Music at St Mary de Haura	-	1,474	-	1,474	2,674	
Church maintenance and repair	3,463	-	-	3,463	4,571	
Parish office administration	7,274	-	-	7,274	10,409	
Stonework repairs/ Historic England grant	10,127	11,088	-	21,215	-	
Church groups	-	-	-	-	-	
Support costs (note 8)	1,584	-	-	1,584	2,030	8
Charitable activities	111,330	22,203	-	133,533	137,942	
Fundraising costs	1,123	-	-	1,123	1,054	
Raising funds	1,123	-	-	1,123	1,054	
Total expended on all funds	112,453	22,203	-	134,656	138,996	

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, Shoreham-by-Sea

Notes to the financial report (continued)

for the year ended 31 December 2020

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
6 Missionary and charitable giving:					
Extinction Rebellion	-	-	-	-	412
British Legion	-	-	-	-	540
General	-	-	-	-	150
The Children's Society	50	60	-	110	-
Family Support Work	250	-	-	250	-
Worthing Homelessness	250	-	-	250	
Olly's Future	-	1,300	-	1,300	
	550	1,360	-	1,910	1,102

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
7 Staff costs					
a Remuneration					
Director of Music	12,545	-	-	12,545	12,948
Organist (reserves)	-	-	-	-	1,009
Family Worker	6,853	7,000	-	13,853	14,000
Development and Project Manager	2,206	-	-	2,206	12,854
Verger	800	-	-	800	750
Parish Office Administrator	7,452	-	-	7,452	7,592
Other staff costs	188	-	-	188	831
	30,044	7,000	-	37,044	49,984

b Summary of Staff Costs	Total Funds 2020	Total Funds 2019
	£	£
Gross Pay	36,206	48,886
Social Security Costs	-	-
Employer's contribution to defined contribution scheme	838	1,098
	37,044	49,984

c Notes

1 During the year the none of the staff earned more than £60,000pa (2019: none). An average of 5 staff were employed this year (2019: 5).

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
8 Support costs (including Governance costs)					
Independent examination	1,440	-	-	1,440	1,970
PAYE services	144	-	-	144	60
	1,584	-	-	1,584	2,030

9 Trustees and Key Management Personnel:

Key management of the church consist of the Clergy and the Church Wardens. The Clergy are paid a stipend directly by the Diocese a the church wardens are voluntary positions. As such, the key management of the church did not receive any remuneration either in 2020. The PCC are not remunerated for their services as PCC members and have not received any reimbursement for expenses. Sue Parish Administrator and Sarah Sayers, Families and Children's Worker, are both Trustees and salaried members of staff who each received a market rate payment for their work. The PCC paid Council Tax, water charges and expenses for travelling and telephone for vicarage together with curate expenses amounting to £5,894 (2019: £7,172).

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, Shoreham-by-Sea

Notes to the financial report (continued)

for the year ended 31 December 2019

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
10 Fixed Assets					
Investments					
Fair value 1 January 2020	6,706	-	21,980	28,686	24,065
Net gains and revaluation	(1,305)	-	1,472	167	4,367
Donated in year	-	-	-	-	254
Fair value 31 December 2020	£5,401	-	£23,452	£28,853	28,686

All investments are listed investments.

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
11 Analysis of net assets by fund - year ended 31 Dec 2020					
Investment fixed assets	5,401	-	23,452	28,853	28,686
Current assets	38,675	22,110	-	60,785	44,373
Current liabilities	(8,813)	-	-	(8,813)	(8,738)
	£35,263	£22,110	£23,452	£80,825	64,321

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2019	Total Funds 2018
	£	£	£	£	£
Analysis of net assets by fund - year ended 31 Dec 2019					
Investment fixed assets	6,706	-	21,980	28,686	24,066
Current assets	22,523	21,850	-	44,373	42,535
Current liabilities	(8,738)	-	-	(8,738)	(16,574)
	£20,491	£21,850	£21,980	£64,321	50,026

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
12 Debtors					
Income tax recoverable(Gift aid Accrued)	1,882	-	-	1,882	2,200
Collections	-	-	-	-	2,554
Grant funds due	3,697	-	-	3,697	-
Donations	-	-	-	-	369
Shared Costs due from Good Shepherd	1,106	-	-	1,106	2,275
Church hire	-	-	-	-	250
	£6,685	-	-	£6,685	7,648

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
13 Creditors: amounts falling due within one year					
Utilities	791	-	-	791	1,181
Funds held for charity	-	-	-	-	412
HMRC PAYE	1,128	-	-	1,128	1,616
Other creditors	2,419	-	-	2,419	1,054
Independent examiner	1,500	-	-	1,500	1,500
Hymn book loan	2,975	-	-	2,975	2,975
	£8,813	-	-	£8,813	8,738

PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, Shoreham-by-Sea
Notes to the financial report (continued)
for the year ended 31 December 2020

	Balances b/fwd 1 Jan 2020	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2020
	£	£	£	£	£
14 Statement of funds					
Unrestricted Fund					
General fund	20,491	128,530	(112,453)	(1,305)	35,263
	20,491	128,530	(112,453)	(1,305)	35,263
Restricted Funds					
St Mary de Haura Choir Fund	2,736	717	(1,053)	-	2,400
Music at St Mary de Haura	15,564	2,262	(1,474)	-	16,352
Belfry	3,255	36	(228)	-	3,063
Mission Giving	-	1,360	(1,360)	-	-
Family Worker	-	7,000	(7,000)	-	-
Historic England	-	11,088	(11,088)	-	-
Youth Group	295	-	-	-	295
	21,850	22,463	(22,203)	-	22,110
Endowed Fund					
Browne Bequest	2,952	-	-	203	3,155
Clements Bequest	1,181	-	-	42	1,223
Rice Bequest	17,847	-	-	1,227	19,074
	21,980	-	-	1,472	23,452
Total funds	64,321	150,993	(134,656)	167	80,825

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

The Reginald Browne Bequest 1944, and is invested in the CBF Investment Fund shares. If a prescribed text is preached on the Sunday Next before Lent then the Vicar may claim the accrued amount of interest on the capital.

The Clements Bequest is invested in the CBF Investment Fund shares. The fund is held for the maintenance of a grave in the churchyard.

The Rice Bequest is invested in the CBF Investment Fund shares. The fund is held for maintenance of the stained glass window in St Mary's dedicated to Edwin Rice and for the Rice graves.

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

The Belfry Fund holds the funds of the St Mary de Haura bell ringers.

The Youth Group Fund holds funds for the Youth Group based at St Mary and St Nicolas' school.

The Family Worker Fund relates to grant income received towards The Family Worker's staff costs.

The Historic England Fund relates to grant income received towards repairs to the church fabric.

St Mary Church Choir holds funds for the church choir.

The Mission Giving Fund represents funds collected on and on behalf of, and passed on to other beneficiaries.

Music at St Mary de Haura holds funds relating to music at St Mary de Haura.

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides

15 Control

The charity is under the control of the Trustees.

16 Taxation

As a charity, Parochial Church Council of St Mary De Haura is exempt from tax on income and gains to the extent that these are applied to its charitable objects.

17 Related party transactions

Other than the items detailed in note 9 of the accounts, there are no related party transactions to report (2019: none).

Independent examiner's report to the trustees of Parochial Church Council of St Mary de Haura

I report to the trustees on my examination of the accounts of the PCC of St Mary de Haura (the Church) for the year ended 31 December 2020.

Responsibilities and basis of report

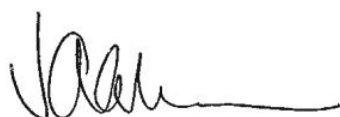
As the charity trustees of the Church you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Church's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.⁴

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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



Jonathan Aikens ACA, DChA

On behalf of TC Group

The Courtyard, Shoreham Road

Upper Beeding

Steyning

West Sussex

BN44 3TN

Date: 26 March 2021

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