

# 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.

	<b>2018</b>	<b>2019</b>	<b>2020</b>
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 20<sup>th</sup>, all services and events in church stopped but the church remained open for private prayer. A wedding took place on Friday 20<sup>th</sup> March with great restrictions imposed at the last minute, which the couple and their families accepted with good grace. Four days later on March 24<sup>th</sup>, 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 22<sup>nd</sup>, 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 40<sup>th</sup> 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.



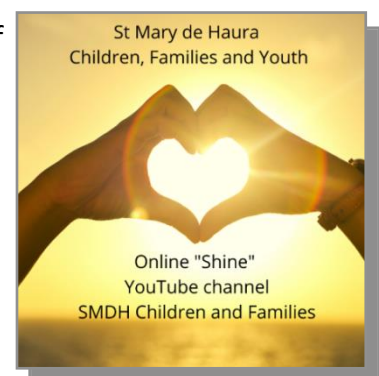
**Revd Steve and friends at the duck race**

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
<b>TOTAL</b>	<b>£1,910</b>



## **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 31<sup>st</sup> 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

.....*06 Waizeneker*.....

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
	£	£	£	£	£	
<b>Income and endowments from:</b>						
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	
<b>Total income</b>	<b>128,530</b>	<b>22,463</b>	<b>-</b>	<b>150,993</b>	<b>148,924</b>	<b>4</b>
<b>Expenditure on:</b>						
Charitable activities	111,330	22,203	-	133,533	137,942	
Raising funds	1,123	-	-	1,123	1,054	
<b>Total expenditure</b>	<b>112,453</b>	<b>22,203</b>	<b>-</b>	<b>134,656</b>	<b>138,996</b>	<b>5</b>
<b>Net gains (or losses) on investments</b>	<b>(1,305)</b>	<b>-</b>	<b>1,472</b>	<b>167</b>	<b>4,367</b>	<b>10</b>
<b>Net movement in funds</b>	<b>14,772</b>	<b>260</b>	<b>1,472</b>	<b>16,504</b>	<b>14,295</b>	
<b>Reconciliation of funds:</b>						<b>11/14</b>
Total funds brought forward	20,491	21,850	21,980	64,321	50,026	
<b>Total funds carried forward</b>	<b>35,263</b>	<b>22,110</b>	<b>23,452</b>	<b>80,825</b>	<b>64,321</b>	

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

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

..... DG 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
	£	£	£	£	£	
<b>Income and endowments from:</b>						
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	
<b>Total income</b>	<b>133,881</b>	<b>15,043</b>	<b>-</b>	<b>148,924</b>	<b>122,338</b>	4
<b>Expenditure on:</b>						
Charitable activities	133,672	4,270	-	137,942	124,132	
Raising funds	1,054	-	-	1,054	1,482	
<b>Total expenditure</b>	<b>134,726</b>	<b>4,270</b>	<b>-</b>	<b>138,996</b>	<b>125,614</b>	5
Net gains (or losses) on investments	1,064	-	3,303	4,367	(2,225)	13
<b>Net movement in funds</b>	<b>219</b>	<b>10,773</b>	<b>3,303</b>	<b>14,295</b>	<b>(5,501)</b>	
<b>Reconciliation of funds:</b>						
Total funds brought forward	20,272	11,077	18,677	50,026	55,527	
<b>Total funds carried forward</b>	<b>20,491</b>	<b>21,850</b>	<b>21,980</b>	<b>64,321</b>	<b>50,026</b>	

**PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, Shoreham-by-Sea**  
**Notes to the financial report (continued)**  
**for the year ended 31 December 2020**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Endowed Funds</b>	<b>Total Funds 2020</b>	<b>Total Funds 2019</b>
	£	£	£	£	£
<b>4 Analysis of income and endowments:</b>					
Planned giving (excl. tax refunds)	27,343	-	-	<b>27,343</b>	33,072
Loose cash collections	3,044	-	-	<b>3,044</b>	12,256
Grants	20,127	7,000	-	<b>27,127</b>	22,816
Gift Aid recoverable	14,193	-	-	<b>14,193</b>	13,450
Sundry donations and appeals	22,575	1,360	-	<b>23,935</b>	4,094
Parish Giving Scheme	17,095	-	-	<b>17,095</b>	14,357
<b>Donations and legacies</b>	<b>104,377</b>	<b>8,360</b>	<b>-</b>	<b>112,737</b>	<b>100,045</b>
Fees for weddings and funerals	3,568	-	-	<b>3,568</b>	6,038
Wall Box	2,652	-	-	<b>2,652</b>	3,391
Church hiring fees	230	-	-	<b>230</b>	1,370
Stonework repairs/Historic England grant	-	11,088	-	<b>11,088</b>	-
Regular Events	285	-	-	<b>285</b>	1,311
<b>Charitable activities</b>	<b>6,735</b>	<b>11,088</b>	<b>-</b>	<b>17,823</b>	<b>12,110</b>
Trading Activities	10,458	-	-	<b>10,458</b>	10,478
<b>Other trading activities</b>	<b>10,458</b>	<b>-</b>	<b>-</b>	<b>10,458</b>	<b>10,478</b>
Dividends and interest	675	-	-	<b>675</b>	906
<b>Investments</b>	<b>675</b>	<b>-</b>	<b>-</b>	<b>675</b>	<b>906</b>
St Mary de Haura Choir Fund	-	717	-	<b>717</b>	1,689
Music at St Mary de Haura	-	2,262	-	<b>2,262</b>	13,090
Youth Group	200	-	-	<b>200</b>	1,184
Belfry Fund	-	36	-	<b>36</b>	264
Other (Shared costs - COGS)	6,085	-	-	<b>6,085</b>	9,158
<b>Other</b>	<b>6,285</b>	<b>3,015</b>	<b>-</b>	<b>9,300</b>	<b>25,385</b>
<b>Total received on all funds</b>	<b>128,530</b>	<b>22,463</b>	<b>-</b>	<b>150,993</b>	<b>148,924</b>

**PAROCHIAL CHURCH COUNCIL OF ST MARY DE HAURA, Shoreham-by-Sea**  
**Notes to the financial report (continued)**  
**for the year ended 31 December 2020**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Endowed Funds</b>	<b>Total Funds 2020</b>	<b>Total Funds 2019</b>	<b>Notes</b>
	£	£	£	£	£	
<b>5 Analysis of expenditure on:</b>						
Missionary and charitable giving	550	1,360	-	<b>1,910</b>	1,102	6
Ministry:						
<i>diocesan parish contribution</i>	40,352	-	-	<b>40,352</b>	42,829	
<i>other clergy costs</i>	5,894	-	-	<b>5,894</b>	7,172	
Staff (note 7)	30,044	7,000	-	<b>37,044</b>	49,984	7
Upkeep of services	8,395	-	-	<b>8,395</b>	8,724	
Church running	3,501	-	-	<b>3,501</b>	6,458	
Youth Group	146	-	-	<b>146</b>	394	
Belfry Fund	-	228	-	<b>228</b>	174	
St Mary de Haura Choir Fund	-	1,053	-	<b>1,053</b>	1,421	
Music at St Mary de Haura	-	1,474	-	<b>1,474</b>	2,674	
Church maintenance and repair	3,463	-	-	<b>3,463</b>	4,571	
Parish office administration	7,274	-	-	<b>7,274</b>	10,409	
Stonework repairs/ Historic England grant	10,127	11,088	-	<b>21,215</b>	-	
Church groups	-	-	-	-	-	
Support costs (note 8)	1,584	-	-	<b>1,584</b>	2,030	8
<b>Charitable activities</b>	<b>111,330</b>	<b>22,203</b>	-	<b>133,533</b>	137,942	
Fundraising costs	1,123	-	-	<b>1,123</b>	1,054	
<b>Raising funds</b>	<b>1,123</b>	-	-	<b>1,123</b>	1,054	
<b>Total expended on all funds</b>	<b>112,453</b>	<b>22,203</b>	-	<b>134,656</b>	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
	£	£	£	£	£
<b>6 Missionary and charitable giving:</b>					
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	
	<b>550</b>	<b>1,360</b>	<b>-</b>	<b>1,910</b>	<b>1,102</b>

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
<b>7 Staff costs</b>					
<b>a Remuneration</b>					
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
	<b>30,044</b>	<b>7,000</b>	<b>-</b>	<b>37,044</b>	<b>49,984</b>

<b>b Summary of Staff Costs</b>	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
	<b>37,044</b>	<b>49,984</b>

### 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
	£	£	£	£	£
<b>8 Support costs (including Governance costs)</b>					
Independent examination	1,440	-	-	1,440	1,970
PAYE services	144	-	-	144	60
	<b>1,584</b>	<b>-</b>	<b>-</b>	<b>1,584</b>	<b>2,030</b>

### 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
	£	£	£	£	£
<b>10 Fixed Assets</b>					
<b>Investments</b>					
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	<b>£5,401</b>	-	<b>£23,452</b>	<b>£28,853</b>	28,686

All investments are listed investments.

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
<b>11 Analysis of net assets by fund - year ended 31 Dec 2020</b>					
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)
	<b>£35,263</b>	<b>£22,110</b>	<b>£23,452</b>	<b>£80,825</b>	64,321

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2019	Total Funds 2018
	£	£	£	£	£
<b>Analysis of net assets by fund - year ended 31 Dec 2019</b>					
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)
	<b>£20,491</b>	<b>£21,850</b>	<b>£21,980</b>	<b>£64,321</b>	50,026

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
<b>12 Debtors</b>					
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
	<b>£6,685</b>	-	-	<b>£6,685</b>	7,648

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£
<b>13 Creditors: amounts falling due within one year</b>					
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
	<b>£8,813</b>	-	-	<b>£8,813</b>	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
	£	£	£	£	£
<b>14 Statement of funds</b>					
<b>Unrestricted Fund</b>					
General fund	20,491	128,530	(112,453)	(1,305)	35,263
	<b>20,491</b>	<b>128,530</b>	<b>(112,453)</b>	<b>(1,305)</b>	<b>35,263</b>
<b>Restricted Funds</b>					
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
	<b>21,850</b>	<b>22,463</b>	<b>(22,203)</b>	<b>-</b>	<b>22,110</b>
<b>Endowed Fund</b>					
Browne Bequest	2,952	-	-	203	3,155
Clements Bequest	1,181	-	-	42	1,223
Rice Bequest	17,847	-	-	1,227	19,074
	<b>21,980</b>	<b>-</b>	<b>-</b>	<b>1,472</b>	<b>23,452</b>
<b>Total funds</b>	<b>64,321</b>	<b>150,993</b>	<b>(134,656)</b>	<b>167</b>	<b>80,825</b>

**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**

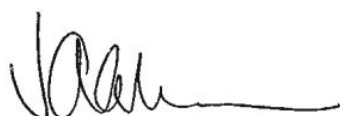
As the charity trustees of the Church you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Church's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.<sup>4</sup>

### **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

## Document Activity Report

**Document Sent**

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### Document Activity History

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