

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY WALBERTON

England & Wales · Charity number 1175197

Details

Other names PCC OF ST MARY'S, WALBERTON, ST MARY'S, WALBERTON, WALBERTON PCC

Status Registered

Legal form Other

Registered 2017-10-17

Register [View on the Charity Commission register](#)

Contact

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Unit G
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Walberton
ARUNDEL

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Website www.stmaryswalberton.org.uk

Activities

Objects: PROMOTING IN THE PARISH THE WHOLE MISSION OF THE CHURCH,PASTORAL,EVANGELISTIC,SOCIAL AND ECUMENICAL.

Activities: The provision of regular public worship open to all, and the provision of consecrated space for personal prayer and contemplation. Pastoral work, including visiting the sick and bereaved. Work with children and young people with a Christian ethos. Promotion of Christianity and the whole mission of the church. Supporting other charities in the UK and overseas. Taking religious assemblies in school.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£207,143	£159,920	-	-
2023-12-31	£113,183	£118,577	-	-
2022-12-31	£158,212	£159,854	-	-
2021-12-31	£121,265	£132,850	-	-
2020-12-31	£99,478	£103,986	-	-

Trustees

Name	Role	Appointed
Rev TIMOTHY WARD	Chair	2017-10-07
Donald John Cooke		2025-05-06
Dr BRENDAN DOUGLAS WILLIAM AMESBURY		2022-05-05
JULIE ALLDAY		2017-10-07
Jean Strickland		2009-04-21
MARTIN ANDREW SEWELL		2022-05-05
STEVEN PHILLIPS		2017-10-07

Accounts

Trustees Annual Report and Financial Report

Of

The Parochial Church Council of the Ecclesiastical Parish of

St Mary's Church, Walberton

Church Lane, Walberton, Arundel BN18 0UD

Church Office: Unit G William Booker Yard, The Street, Walberton BN18 0PF

Registered charity no. 1175197

For the year ended 31st December 2024

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Website: www.stmaryswalberton.org.uk

Incumbent: The Revd TJC Ward
The Vicarage, The Street Walberton Arundel BN18 0PQ

Independent examiner: Mrs A Bestente
Sunny Bank, Walberton, Arundel BN18 0PT

St Mary's Walberton

Trustees Annual Report for 2024

Our aims and purposes

The Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent, the Rev'd Timothy Ward, in

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England
- Promoting in the parish the whole mission of the church: pastoral, social, evangelistic and ecumenical
- Knowing Jesus Christ better and making him better known
- Offering practical and spiritual support and care for people in the parish, from the youngest to the eldest
- Providing financial support for those in need and to other organisations with similar objectives
- Looking after our Grade 1 listed church building.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC have considered the Charity Commission's guidance on public benefit, particularly, the specific guidance on "charities for the advancement of religion".

For 2024 we planned to reach the new housing developments at Avisford Grange and Fontwell Meadows and to continue the new initiatives under our New Beginnings banner (See below). We also planned to reorder the North aisle and replace the heating system.

Accordingly:

The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England

We offer services of worship to God

As a village church we seek to provide services at which people from all church traditions, or none, will feel comfortable. On Sunday mornings the usual pattern has been for there to be both a service using traditional liturgy, and a less formal service which appeals particularly to those with young families. The clergy and readers team also provide a service in the evening on Sundays. This can be Holy Communion or Evensong or, on the first Sunday of the month, a service for children called Families at 5 which began in 2022.

We enable as many people as possible to worship at our church

We aim to ensure that our church is a safe and welcoming space for all age groups, and for those who have disabilities of some kind. The PCC makes every effort at all times to comply with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to safeguard children and vulnerable adults, following the guidance of the House of Bishops.

The church is the hub for formal teaching through sermons, some of which are also available on our website in written form. Young people are involved in services especially Families at 5 and also offered structured teaching when they separate into their age groups for Sunday School

In 2024 the median attendance in church on a normal Sunday was 64 adults (2023 - 66, 2022 - 63) and 8 children including house communions. There is a monthly Communion service held at the Walberton Place Care Home. The average weekly attendance for the whole benefice was 73 Adults per week and 10 children. On Easter Day 123 people attended and 201 people attended services on Christmas Eve and Christmas Day.

One wedding and 4 funerals were held in church. The vicar conducted 7 further funeral services or burial of ashes elsewhere, in the churchyard or a crematorium. There were 5 baptisms and 2 confirmations of adults. Special services included a healing service in June when Alison Fenning visited us; Remembrance Sunday; an All Souls Service of Remembrance for the bereaved; a Christingle Service to which the Walberton & Binsted CE Primary School children were invited and took part. The Carol Service included carols from the school choir and was well attended. The crib service this year was also well attended.

About 10 people participated in a weekly prayer meeting online. Three Home Groups continue to meet weekly for Bible study on Wednesdays one of which is now a daytime group. There is also a Dad's Bible study which meets once a fortnight which studied John's gospel and 1 Peter throughout the year.

We conduct monthly visits to Walberton Place Care Home for a time of singing hymns and songs, readings and memories. About 10, including pianist Gaye Reynolds, usually go and about 20 residents are pleased to see us.

Promoting in the parish the whole mission of the church: pastoral, social, evangelistic and ecumenical and knowing Jesus Christ better and making him better known

In 2024 we reviewed and continued the initiatives that began under our Mission Action Plan in launched in 2022.

More open in worship:

Families at 5. This has been a considerable success a small team of laity and clergy prepare a service each month aimed directly at children. It involves children reading and acting out bible stories doing craft work and godly play activities. It attracts 10 -20 children each month.

Prayer Vigil for Ukraine Each month from March until September 2024 we met opposite the shops under the leadership of Kevin Durban Jackson (a Reader) to pray for Ukraine and witness to our village. People from other churches have become involved as we sung and shared our concerns for Ukraine and its refugees. About 6 people usually attended.

iSingWorship services We began, in 2023, using the iSingWorship digital programme which projects words and music allowing us to learn new songs. We have also begun to offer prayer ministry after the 10.30am service. This was particularly useful when we were without a pianist.

More converted:

Listening to God group This group involves half a dozen people under lay leadership meeting once a month to spend time in silence before God. Their thoughts are recorded and relayed to the congregation at the next 10.30am service.

Barnabas Discipleship Groups There are two groups, one of men led by the vicar and one of women led by a reader, who meet about 6 times a year to be accountable to each other spiritually. Each person is able confidentially to say how they are doing in each four areas: prayer, fellowship, witness and bible. They then share whatever issues may be arising in their life and whatever opposition they may be experiencing for prayer.

New Wine a group of 15 attended in 2024 for five days at the Shepton Mallet ground. Rt Rev Bishop of Horsham Ruth Bushyager gave the main addresses from Mark's gospel. We appreciated them so much we decided to show them to the congregation by video subsequently.

More engaged:

Little Lambs This is a morning of storytelling singing and craft organised by one of our mums and supported by other laity. There are usually 6-10 children present. There is a core group of grandmothers who bring their grandchildren along.

Games night. This attracts about 4 men who have enjoyed the camaraderie of playing various new games with each other and have deepened their friendships

Offering practical and spiritual support and care for people in the parish ,from the youngest to the eldest

Our existing action groups met regularly to follow up and reinforce these aims as well as the Mission Action plan:

The **Communications Group** aimed to keep members of the church and the parish more connected with each other through the Pew Sheet and the Parish News: eg to keep the congregation informed about PCC business. It looked for ways to make better use of the media, eg Facebook and our website, to promote the Parish News, and to stimulate the various action groups. It updated the Welcome Packs for the Outreach Group.

The **Outreach Group** delivered Welcome Packs to each new resident as they settled into the new housing developments in Fontwell and at Avisford Grange. A Group went carol singing to the new estate and were well received. The packs now also contain flyers from a number of the village social groups who were delighted to seize the opportunity to make themselves known to newcomers.

The weekly Friday Coffee Stop enables church members to keep in touch in the midst of the village and to mix with other villagers during the weekly Post Office in the pavilion.

In January we completed the Alpha course which was held at the Sewell's House in Fontwell.

In February and March we held a Lent group looking at the prayers of Jesus.

In April We hosted the opening of the Fontwell Community Centre inviting our MP who attended. The vicar gave a short talk on the history of Fontwell. Everyone in Fontwell received an invitation.

In June we supported the Open Gardens by having floral displays in church and welcoming each person that visited us. Many of our members were involved in its running.

In July we supported the Village fete by running a coconut shy.

In August we held a Teddy Bears picnic at Fontwell Meadows which was attended by small children largely from the school and Little Lambs.

In October we held a classical guitar concert in church which was well attended.

In November there was families' fireworks and bonfire at the Sewell's house to whom our thanks are again due.

In December we hosted an evening of carols with mulled wine and mince pies at Fontwell Community Centre. Everyone in Fontwell received an invitation. We also went carol singing again handing out invitations to our Christmas services to the new housing in Avisford Grange. This was a very happy occasion and much appreciated by the residents

Members of our church family are to be found in virtually every local group and activity, and as such are known as ambassadors for godly living within our community. The church nominates a trustee to the Village Hall Trustee Board, the Community Play Centre (CPAWS) and has three foundation governors at Walberton & Binsted CE Primary School.

Providing financial support for those in need and to other organisations with similar objectives

As well as the individuals helped by pastoral visiting, charitable and Christian organisations were supported by special collections made in church. The PCC also approved a number of specific donations. A list is included in the Supplementary Report.

St Mary's provides trustees for the Walberton, Binsted and West Barnham Support Fund which does the main work of meeting peoples physical and financial needs in the parish and supports Bognor Food bank.

Looking after our Grade 1 Listed church building

The main work of the year was reordering of the North aisle with comfortable chairs sourced by Kevin Durban Jackson and carpet and the replacement of the heating system which was about 50 years old. This was enabled by a bequest from Joan Munton and various grants which Brendan Amesbury was able to acquire from grant funding bodies. The work was overseen and aided by Martin Sewell and our architect Richard Meynell to whom our thanks are due.

Financial Review

Financial Review

For 2024, the financial report follows the format specified by the Charities Commission (CC16a), for charities with an income of less than £250,000 and using receipts and payments accounting. The accounts are in three parts.

Part A - The Profit and Loss Account (Receipts and Payments)

Part B - The Balance Sheet showing our Assets and Liabilities

Appendix – Notes on the accounts

Part A - The Profit and Loss Account (Receipts and Payments)

The 2024 accounts show an overall surplus on the year of £47,223. However, there were a number of one-off donations and expenditure items that give rise to the figure.

Firstly, we received two legacies, totalling £88,449. Whilst there were no restrictions as to their use, as a PCC we felt that we should designate £80,000 for projects that further our mission. In 2024, we spent £10,495 from this fund on modernisation, including our new heating system (see below). In addition, a further £27,643 was raised for our new, more efficient heating system, which cost a total of £47,960. We have subsequently received grants for £13,360, which will appear in 2025 accounts meaning that our spend from the legacy fund on the heating system was only £6,957. We did also use this fund to replace our notice board (cost £1,160) and add some new chairs (cost £2,377). Taking these into account, our General Fund (representing our day-to-day activities) saw an overall deficit of £8,932.

Part B - Balance Sheet (Statement of Assets & Liabilities)

Our current account balance was £16,720 at year end, meant we have approximately 2 months' worth of contingency. We do also have just over £53,000 in our General Reserve Account, which can be accessed, if required.

Appendix - Notes on the Accounts

A detailed breakdown is available of receipts and expenditure, including all outward giving from plate collections and from the PCC.

Why we hold some money in reserve

We aim to hold reserves to maintain a balance on the general unrestricted funds (excluding property) which equates to at least two/three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £16,720 at Nat West at the end of 2024 meets this requirement. We also hold reserves to invest temporarily surplus funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed, to pay day-to-day bills. At the end of 2024, £57,845 was invested in this way. As well as holding the above general reserves, from time to time the PCC receives restricted legacies for expenditure on restricted purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the gift, depending on the specific objectives of the donor.

Structure, governance and management of the charity

The PCC is registered with the Charity Commission (Charity Reg No. 1175197. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

The PCC is elected at the APCM by Church Members. There were 119 people on the Electoral Roll at the end of December 2024.

The PCC is supported by a Standing Committee and oversees the work of four sub committees, the Outreach Action Group, the Communications Group, and the Worship Action Group and the Reordering Group which report to the PCC. The PCC met 6 times during the year.

During the year, the following served as members of the PCC:

Ex officio members:

Incumbent: The Revd Timothy Ward

Licensed Reader: Julie Allday

Churchwardens: Jean Strickland,
Steven Phillips

Deanery Synod

Representatives: Julie Allday (Electoral Roll Officer)

Elected Membership: Kevin Durban Jackson (Reader with PTO)

Peter Brown

Tom Evans to 28 May 2024

Graham Thrussell (PCC Secretary)

Brendan Amesbury

Emmie Huxtable

Martin Sewell

Other officers with rights of attendance, but not trustees

Minutes Secretary Alison Surrell

Safeguarding Officer Kasia Nicholls

Hon. Treasurer Tom Evans

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest in charge, curate, readers licensed to officiate in the parish), the churchwardens and members of the Deanery, Diocesan or General Synods and up to 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM) and serve for three years. Church members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

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

The Revd. Timothy Ward, PCC Chairman

Signed



Date 26 April 2025

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31ST DECEMBER 2024**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
INCOMING RESOURCES						
Donations & Legacies	2a	78,979	80,000	31,015	189,994	97,514
Activities for Generating Funds	2b	148	-	-	148	117
Investment Income	2c	1,932	231	-	2,163	798
Charitable Activities	2d	13,875	-	-	13,875	13,894
Other Incoming Resources	2e	963	-	-	963	860
TOTAL INCOMING RESOURCES		95,898	80,231	31,015	207,143	113,182
RESOURCES USED						
Cost of Charitable Activities	3a	102,062	10,495	44,595	157,153	115,817
Activities for Generating Funds	3b	83	-	-	83	437
Governance Costs	3c	2,685	-	-	2,685	2,660
TOTAL RESOURCES USED		104,830	10,495	44,595	159,920	118,915
NET INCOMING RESOURCES		-8,932	69,736	-13,581	47,223	-5,733
NET MOVEMENT IN FUNDS		-8,932	69,736	-13,581	47,223	-5,733
Balances Brought Forward		16,963	4,349	6,232	27,544	33,277
Transfer Between Funds		-	-	-	-	-
BALANCES CARRIED FORWARD		8,031	74,085	-7,349	74,767	27,544

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**BALANCE SHEET
AS AT 31ST DECEMBER 2024**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	31-Dec-24 Total £	31-Dec-23 Total £
Fixed Assets						
Tangible Assets	1	-	-	-	-	-
Current Assets						
Debtors & Prepayments	5	-	-	-	-	-
Cash at bank and in hand	4	8,030	74,085	-7,349	74,766	27,544
Total Current Assets		8,030	74,085	-7,349	74,766	27,544
Creditors: Due within one year	6	-	-	-	-	-
NET CURRENT ASSETS		8,030	74,085	-7,349	74,766	27,544
TOTAL ASSETS less current liabilities		8,030	74,085	-7,349	74,766	27,544
Creditors: Due within one year	7	-	-	-	-	-
NET ASSETS		8,030	74,085	-7,349	74,766	27,544
Funds of the charity						
Unrestricted Funds		8,030			8,030	20,907
Designated Funds	8		74,085		74,085	4,294
Restricted Funds	9			-7,349	-7,349	2,343
		8,030	74,085	-7,349	74,766	27,544

This Financial Report for the year ended 31st December 2024, including the notes following, was approved by the PCC and signed on its behalf by The Revd. Timothy Ward, PCC Chairman:

Signed



Date 26 April 2025

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2024**

2. Incoming Resources

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
a) Donations and Legacies						
Gift Aid Donation		42,676	-		42,676	46,970
Gift Aid Tax Recoverable		10,000	-	1,825	11,825	16,752
Gifts & Donations		12,336	-	14,218	26,554	12,572
Collections Plate		4,724	-	3,372	8,096	7,289
Grants		750	-	11,600	12,350	8,878
Legacies		8,449	80,000	-	88,449	4,958
Visitors Box		45	-	-	45	96
		78,979	80,000	31,015	189,994	97,514
b) Activities for Generating Funds						
		£	£	£	£	£
Outreach		148	-	-	148	117
		148	-	-	148	117
c) Investment Income						
		£	£	£	£	£
Bank Interest	5	1,932	231	-	2,163	798
		1,932	231	-	2,163	798
d) Charitable Activities						
		£	£	£	£	£
Parish Magazine		8,355	-	-	8,355	6,745
Churchyard and Service Fees		5,520	-	-	5,520	7,149
		13,875	-	-	13,875	13,894
3) Other Incoming Resources						
		£	£	£	£	£
Sundry Income		963	-	-	963	860
		963	-	-	963	860

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2024**

3. Resources Expended

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
a) Cost of Charitable Activities						
AudioVisual Costs		45	-	-	45	17
Charitable Giving		3,078	-	3,593	6,671	6,983
Church Layout & Modernisation		-	10,495	41,002	51,497	1,629
Church Running Costs		1,231	-	-	1,231	1,555
Churchyard Expenses		1,294	-	-	1,294	864
Clergy Expenses		1,270	-	-	1,270	852
Communication Costs		1,964	-	-	1,964	3,008
Diocese Quota		63,797	-	-	63,797	63,797
Junior Church		111	-	-	111	158
Music Costs		829	-	-	829	420
Office Costs		650	-	-	650	683
Office Rent		3,600	-	-	3,600	3,520
Organist Fees		380	-	-	380	218
Parish Magazine Costs		52	-	-	52	50
Photocopiers Costs		7,230	-	-	7,230	6,137
Quinquennial Costs		-	-	-	-	8,513
Repairs and Maintenance		-	-	-	-	250
Salary Costs	10	3,225	-	-	3,225	1,528
Service Fees		1,501	-	-	1,501	2,398
Telephone & Internet Costs		944	-	-	944	1,054
Utility Costs		6,861	-	-	6,861	8,346
Vicarage Expenses		3,823	-	-	3,823	3,738
Visiting Speakers Expenses		177	-	-	177	101
		102,062	10,495	44,595	157,153	115,817
b) Cost of Generating Funds						
		£	£	£	£	£
Outreach		83	-	-	83	437
		83	-	-	83	437
c) Governance Costs						
		£	£	£	£	£
PCC Governance		25	-	-	25	-
Bank Charges		573	-	-	573	573
Insurance		2,087	-	-	2,087	2,087
		2,685	-	-	2,685	2,660

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2024**

4. Cash at bank and in-hand

	31-Dec-24	31-Dec-23
	£	£
Cash at bank and in hand	74,766	27,544
	<hr/> 74,766	<hr/> 27,544

5. Debtors & Prepayments

The PCC held no debtors during this or the previous financial period.

6. Creditors: Amounts Falling Due Within One Year

There were no short term liabilities held during this or the previous financial period.

7. Creditors: Amounts Falling Due In More Than One Year

There were no long term liabilities held during this or the previous financial period.

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2024**

8. Designated Funds	Balance 31-Dec-23	Income	Expenditure	Transfers	Balance 31-Dec-24
	£	£	£	£	£
Quinquennial Fund	4,349	231	-	-	4,580
Legacy Fund	-	80,000	10,495	-	69,505
	4,349	80,231	10,495	-	74,085

The churches designated funds are wholly represented by cash reserves held and are to be expended as described above

9. Restricted Funds	Balance 31-Dec-23	Income	Expenditure	Transfers	Balance 31-Dec-24
	£	£	£	£	£
Bell Tower	5,576	-	-	-	5,576
Bell Ringers Fund	435	-	-	-	435
Special Collections	221	3,372	3,593	-	0
Church Heating Fund	-	27,643	41,002	-	-13,360
	6,232	31,015	44,595	-	-7,349

The churches restricted funds are wholly represented by cash reserves held and are to be expended as described above

10. Analysis of Net Assets By Fund	Unrestricted Funds	Designated Funds	Restricted Funds	31-Dec-24 Total	31-Dec-23 Total
	£	£	£	£	£
Fixed Assets and Investments	-	-	-	-	-
Current Assets	8,030	74,085	-7,349	74,766	27,544
Liabilities (due in more than one year)	-	-	-	-	-
	8,030	74,085	-7,349	74,766	27,544

11. Staff Costs and Numbers	2024	2023
	£	£
Gross Wages and Salaries	3,225	1,528
Employer's National Insurance Costs	-	-
Pension Contributions	-	-
	3,225	1,528

Employees Who Were Engaged in each of the following activities:

	2024	2023
Activities in furtherance of organisations objectives:	2	2

The organisation operates a PAYE scheme to pay all employed members of staff and the organisation also employs members of staff on a self employed basis. No employees received emoluments in excess of £60,000. (2023: None)

Independent Examiner's Report to the PCC of St Mary's Church, Walberton for the Year Ended 31st December, 2024

Section A

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Mary, Walberton, on the annual report for the year ended 31st December 2024 set out on this and the following page

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's statement

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

Independent examiner's statement

In connection with my examination, no material matters have come to my attention ~~(other than that disclosed below in Section B below)*~~ which gives me cause to believe that in, any material respect:

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

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

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

Examiner's signature



Examiner's name CAPITALS

Alison Bestente CeFA CeMAP CeRER DipFA

Date

6/4/2025

Relevant professional qualification(s) or body if any

Independent Financial Adviser FRN755733

Examiner's address

Box 147 Arundel BN18 8DL

Accounts

Trustees Annual Report and Financial Report

Of

The Parochial Church Council of the Ecclesiastical Parish of

St Mary's Church, Walberton

Church Lane, Walberton, Arundel BN18 0UD

Church Office: Unit G William Booker Yard, The Street, Walberton BN18 0PF

Registered charity no. 1175197

For the year ended 31st December 2023

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Website: stmaryswalberton.org.uk

Incumbent: The Revd TJC Ward
The Vicarage, The Street Walberton Arundel BN18 0PQ

Independent examiner: Mrs A Bestente
Sunny Bank, Walberton, Arundel BN18 0PT

Bankers: NatWest Bank - Rustington (B) Branch
154 The Street Rustington West Sussex BN16 3ZZ

St Mary's Walberton

Trustees Annual Report for 2023

Our aims and purposes

The Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent, the Rev'd Timothy Ward, in

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England
- Promoting in the parish the whole mission of the church: pastoral, social, evangelistic and ecumenical
- Knowing Jesus Christ better and making him better known
- Offering practical and spiritual support and care for people in the parish , from the youngest to the eldest
- Providing financial support for those in need and to other organisations with similar objectives
- Looking after our Grade 1 listed church building.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC have considered the Charity Commission's guidance on public benefit, particularly, the specific guidance on "charities for the advancement of religion".

For 2023 we planned to reach the new housing developments at Avisford Grange and Fontwell Meadows and to continue the new initiatives under our New Beginnings banner (See below). We also planned to repair our tiled roof line.

2023 was the first year when we were more or less back to normal after the pandemic Accordingly:

The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England

We offer services of worship to God

As a village church we seek to provide services at which people from all church traditions, or none, will feel comfortable. On Sunday mornings the usual pattern has been for there to be both a service using traditional liturgy, and a less formal service which appeals particularly to those with young families. The clergy and readers team also provide a service in the evening on Sundays. This can be Holy Communion or Evensong or, on the first Sunday of the month, a new service for children called Families at 5 which began in 2022.

We enable as many people as possible to worship at our church

We aim to ensure that our church is a safe and welcoming space for all age groups, and for those who have disabilities of some kind. The PCC makes every effort at all times to comply with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to safeguard children and vulnerable adults, following the guidance of the House of Bishops.

The church is the hub for formal teaching through sermons, some of which are also available on our website in written form. Young people are involved in services especially Families at 5 and also offered structured teaching when they separate into their age groups for Sunday School

In 2023 the median attendance in church on a normal Sunday was 66 adults, and 9 children including house communions. There is a monthly Communion service held at the Walberton Place care Home The average attendance for the whole benefice was 75 Adults per week and 11 children. On Easter Day 115 people attended and 215 people attended services on Christmas Eve and Christmas Day. All these figures showed a healthy increase on the previous year although not back to 2019 pre pandemic levels.

Three weddings and 4 funerals were held in church. The vicar conducted 10 further funeral services or burial of ashes elsewhere, in the churchyard or a crematorium. There were 6 baptisms of children and 8 confirmations. We opened the church to watch and celebrate The Coronation Service of King Chales III which was very memorable and attracted a variety of people. Other special services included a joint service with the Baptist Church for the Coronation of King Charles at the Village Hall the next day and activities for the children in the afternoon, Remembrance Sunday when the Earl of Woolton was commemorated; an All Souls Service of Remembrance for the bereaved; a Christingle Service to which the Walberton & Binsted CE Primary School children were invited and took part. The crib service this year was well attended.

About 10 people participated in a weekly prayer meeting online. Three Home Groups continue to meet weekly for Bible study on Wednesdays one of which is now a daytime group. There is also a Dad's Bible study which meets once a fortnight which studied John's gospel throughout the year.

We conduct monthly visits to Walberton Place Care Home for a time of singing hymns and songs, readings and memories. About 10, including pianist Gaye Reynolds, usually go and about 20 residents are pleased to see us.

Promoting in the parish the whole mission of the church: pastoral, social, evangelistic and ecumenical and knowing Jesus Christ better and making him better known

In 2023 we continued the initiatives that began under our Mission action Plan in 2022 and added some more

More open in worship:

Families at 5. This has been a considerable success a small team of laity and clergy prepare a service each month aimed directly at children. It involves children reading and acting out bible stories doing craft work and godly play activities. It attracts 10 -20 children each month.

Prayer Vigil for Ukraine Each month until September 2023 we met opposite the shops under the leadership of Kevin Durban Jackson (a Reader) to pray for Ukraine and witness to our village. People from other churches have become involved as we sing and share our concerns for Ukraine and its refugees. About 8 people usually attended.

iSingWorship services We have begun in 2023 using the iSingWorship digital programme which projects words and music allowing us to learn new songs. We have also begun to offer prayers after the 10.30am service.

More converted:

Listening to God group This group involves half a dozen people under lay leadership meeting once a month to spend time in silence before God. Their thoughts are recorded and relayed to the congregation at the next 10.30am service.

Barnabas Discipleship Groups There are two groups, one of men led by the vicar and one of women led by a reader, who meet about 6 times a year to be accountable to each other spiritually. Each person is able confidentially to say how they are doing in each four areas: prayer, fellowship, witness and bible. They then share whatever issues may be arising in their life and whatever opposition they may be experiencing for prayer.

New Wine a group of 15 attended in 2023 for the first time in many years for five days at the Kent Show ground. Rev Simon Ponsonby from St Aldates, Oxford gave the main addresses focusing us back on the Lord Jesus Christ.

More engaged:

Little Lambs This is a morning of storytelling singing and craft organised by one of our mums and supported by other laity. It is supported by Community Playcentre at Walberton who bring over a small group. There are usually 6-10 children present. It is valued by those who come but doesn't yet have a core group.

Games night. This attracts about 4 men who have enjoyed the camaraderie of playing various new games with each other and have deepened their friendships

Offering practical and spiritual support and care for people in the parish , from the youngest to the eldest

Our existing action groups met regularly to follow up and reinforce these aims as well as the Mission Action plan:

The **Communications Group** aimed to keep members of the church and the parish more connected with each other through the Pew Sheet and the Parish News: eg to keep the congregation informed about PCC business. It looked for ways to make better use of the media, eg Facebook and our website, to promote the Parish News, and to stimulate the various action groups. It updated the Welcome Packs for the Outreach Group.

The **Outreach Group** started to deliver Welcome Packs to each new resident as they settled into the new housing developments in Fontwell and at Avisford Grange. Groups went carol singing to these new estates and were well received. The packs now also contain flyers from a number of the village social groups who were delighted to seize the opportunity to make themselves known to newcomers.

The weekly Friday Coffee Stop enables church members to keep in touch in the midst of the village and to mix with other villagers during the weekly Post Office in the pavilion.

In late August we held a Golf and swimming afternoon at the Avisford Park Hotel which was well attended. Our thanks go to Isabel Sandieson who acted as our lifeguard.

In the autumn we held an *Alpha at Fontwell* course for the first time since 2020 which attracted 18 people to its first meeting at The Old Stables in Fontwell. We door knocked every house in Fontwell. Thereafter, 13 of us met at the Sewell's house in Fontwell for two months. We joined with St Wilfrid's Bognor for the Holy Spirit Day and enjoyed their hospitality.

In November there was families' fireworks and bonfire at the Sewell's house to whom our thanks are again due.

In December we went carol singing again handing out invitations to our Christmas services to the new housing in Avisford Grange. This was a very happy occasion and much appreciated by the residents

Members of our church family are to be found in virtually every local group and activity, and as such are known as ambassadors for godly living within our community. The church nominates a trustee to the Village Hall Trustee Board, the Community Play

Centre (CPAWS) and has three foundation governors at Walberton & Binsted CE Primary School.

Providing financial support for those in need and to other organisations with similar objectives

As well as the individuals helped by pastoral visiting , charitable and Christian organisations were supported by special collections made in church. The PCC also approved a number of specific donations. A list is included in the Supplementary Report.

St Mary's provides trustees for the Walberton, Binsted and West Barnham Support Fund which does the main work of meeting peoples physical and financial needs in the parish and supports Bognor Food bank.

Looking after our Grade 1 Listed church building

The main work of the year was the repair of the roof line which had been disturbed by a storm in February 2022. We were grateful to our builder who liaised with the insurance company on our behalf so that of the £20,000 spent all we needed to pay was the excess of £250, the work being done in early 2023 when the bats were absent.

The PCC has been exploring with the DAC replacing our wooden chairs with upholstered stackable chairs, removing the dais in the North aisle to create more space for Little Lambs and replacing our 50 year old heating system with a more efficient infrared system. After a meeting with congregation in September it was decided not to include removal of the organ. [The DAC has since been approached for formal advice enabling a faculty application to be made to the Chancellor which if successful we hope will enable work to begin in summer 2024 after a notice period.]

Financial Review

For 2023, the financial report follows the format specified by the Charities Commission (CC16a), for charities with an income of less than £250,000 and using receipts and payments accounting. The accounts are in three parts.

Part A - The Profit and Loss Account (Receipts and Payments)

Part B - The Balance Sheet showing our Assets and Liabilities

Appendix – Notes on the accounts

Part A - The Profit and Loss Account (Receipts and Payments)

The 2023 accounts show an overall deficit on the year of £5,395. We did, however, receive income of £9,997 restricted to work on the church fabric (including some outstanding gift aid tax recoverable on the Bell Tower repair gift and a legacy). Some, £6,683 was spent from this fund (including final Bell Tower repair costs and Quinquennial inspections).

In addition, the Bell Ringers Fund of £435 was brought under the governance of the PCC. The remaining £80 in the Churchyard Benches Fund (as at the start of 2023) was spent on Churchyard activities. Taking these into account, our General Fund (representing our day-to-day activities) saw an overall deficit of £9,199.

Part B - Balance Sheet (Statement of Assets & Liabilities)

As a result of this deficit, our current account balance (just over £1,000 at year end) meant we have very little in the way of contingency. We do, however, have just over £20,000 in our General Reserve Account, which can be accessed, if required.

Appendix - Notes on the Accounts

A detailed breakdown is available of receipts and expenditure, including all outward giving from plate collections and from the PCC.

Why we hold some money in reserve

We aim to hold reserves to maintain a balance on the general unrestricted funds (excluding property) which equates to at least two/three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £1205 at Nat West at the end of 2023 does not meet this criteria. We also hold reserves to invest temporarily surplus funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed, to pay day-to-day bills. At the end of 2023, £25,684 was invested in this way. As well as holding the above general reserves, from time to time the PCC receives restricted legacies for expenditure on restricted purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the gift, depending on the specific objectives of the donor.

1.

Structure, governance and management of the charity

The PCC is registered with the Charity Commission (Charity Reg No. 1175197. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

The PCC is elected at the APCM by Church Members. There were 122 people on the Electoral Roll at the end of December 2023.

The PCC is supported by a Standing Committee and oversees the work of three sub committees, the Outreach Action Group, the Communications Group, and the Worship Action Group which report to the PCC. The PCC met 7 times during the year.

During the year, the following served as members of the PCC:

Ex officio members:

Incumbent: The Revd Timothy Ward

Licensed Reader: Julie Allday

Churchwardens: Jean Strickland,
Steven Phillips

Deanery Synod

Representatives: Julie Allday (Electoral Roll Officer)

Elected Membership: Kevin Durban Jackson (Reader with PTO)
Peter Brown
Tom Evans (Hon. Treasurer)
Graham Thrussell (PCC Secretary)
Brendan Amesbury
Emmie Huxtable
Martin Sewell

Other officers with rights of attendance, but not trustees

Minutes Secretary Alison Surrell

Safeguarding Officer Kasia Nicholls

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest in charge, curate, readers licensed to officiate in the parish), the churchwardens and members of the Deanery, Diocesan or General Synods and 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM) and serve for three years. Church members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by The Revd. Timothy Ward, PCC Chairman

Signed



Date: 18 May 2024

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31ST DECEMBER 2023**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
INCOMING RESOURCES						
Donations & Legacies	2a	87,517	-	9,997	97,514	143,641
Activities for Generating Funds	2b	117	-	-	117	-
Investment Income	2c	663	135	-	798	322
Charitable Activities	2d	13,894	-	-	13,894	14,161
Other Incoming Resources	2e	425	-	435	860	88
TOTAL INCOMING RESOURCES		102,615	135	10,432	113,182	158,212
RESOURCES USED						
Cost of Charitable Activities	3a	109,051	-	6,763	115,814	157,357
Activities for Generating Funds	3b	437	-	-	437	633
Governance Costs	3c	2,326	-	-	2,326	1,718
TOTAL RESOURCES USED		111,814	-	6,763	118,577	159,708
NET INCOMING RESOURCES		-9,199	135	3,668	-5,395	-1,495
NET MOVEMENT IN FUNDS		-9,199	135	3,668	-5,395	-1,495
Balances Brought Forward		26,436	4,161	2,343	32,939	34,434
Transfer Between Funds		-	-	-	-	-
BALANCES CARRIED FORWARD		17,237	4,296	6,011	27,544	32,939

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**BALANCE SHEET
AS AT 31ST DECEMBER 2023**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	31-Dec-23 Total £	31-Dec-22 Total £
Fixed Assets						
Tangible Assets	1	-	-	-	-	-
Current Assets						
Debtors & Prepayments	5	-	-	-	-	-
Cash at bank and in hand	4	17,237	4,296	6,011	27,544	32,939
Total Current Assets		17,237	4,296	6,011	27,544	32,939
Creditors: Due within one year	6	-	-	-	-	-
NET CURRENT ASSETS		17,237	4,296	6,011	27,544	32,939
TOTAL ASSETS less current liabilities		17,237	4,296	6,011	27,544	32,939
Creditors: Due within one year	7	-	-	-	-	-
NET ASSETS		17,237	4,296	6,011	27,544	32,939
Funds of the charity						
Unrestricted Funds		17,237			17,237	27,782
Designated Funds	8		4,296		4,296	4,161
Restricted Funds	9			6,011	6,011	997
		17,237	4,296	6,011	27,544	32,939

This Financial Report for the year ended 31st December 2023, including the notes following, was approved by the PCC and signed on its behalf by
The Revd. Timothy Ward, PCC Chairman:

Signed 

Date: 18 May 2024

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2023**

2. Incoming Resources

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
a) Donations and Legacies						
Gift Aid Donation		46,970	-	-	46,970	72,587
Gift Aid Tax Recoverable		11,713	-	5,039	16,752	20,267
Gifts & Donations		12,572	-	-	12,572	40,844
Collections Plate		7,289	-	-	7,289	5,424
Grants		8,878	-	-	8,878	4,435
Legacies		-	-	4,958	4,958	-
Visitors Box		96	-	-	96	84
		87,517	-	9,997	97,514	143,641
b) Activities for Generating Funds						
		£	£	£	£	£
Outreach		117	-	-	117	-
		117	-	-	117	-
c) Investment Income						
		£	£	£	£	£
Bank Interest	5	663	135	-	798	322
		663	135	-	798	322
d) Charitable Activities						
		£	£	£	£	£
Parish Magazine		6,745	-	-	6,745	7,468
Churchyard and Service Fees		7,149	-	-	7,149	6,693
		13,894	-	-	13,894	14,161
3) Other Incoming Resources						
		£	£	£	£	£
Sundry Income		425	-	435	860	88
		425	-	435	860	88

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2023**

3. Resources Expended

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
a) Cost of Charitable Activities						
AudioVisual Costs		14	-	-	14	17
Charitable Giving		6,983	-	-	6,983	6,520
Church Layout & Modernisation		1,629	-	-	1,629	-
Church Running Costs		1,555	-	-	1,555	1,543
Churchyard Expenses		784	-	80	864	917
Clergy Expenses		852	-	-	852	995
Communication Costs		2,774	-	-	2,774	368
Diocese Quota		63,797	-	-	63,797	62,344
Junior Church		158	-	-	158	215
Music Costs		420	-	-	420	389
Office Costs		683	-	-	683	190
Office Rent		3,520	-	-	3,520	2,640
Organist Fees		218	-	-	218	340
Parish Magazine Costs		50	-	-	50	-
Photocopiers Costs		6,137	-	-	6,137	6,756
Quinquennial Costs		1,830	-	6,683	8,513	54,737
Repairs and Maintenance		250	-	-	250	233
Salary Costs	10	1,762	-	-	1,762	6,210
Service Fees		2,396	-	-	2,396	2,351
Telephone & Internet Costs		1,054	-	-	1,054	2,029
Utility Costs		8,346	-	-	8,346	4,791
Vicarage Expenses		3,738	-	-	3,738	3,648
Visiting Speakers Expenses		101	-	-	101	123
		109,051	-	6,763	115,814	157,357
b) Cost of Generating Funds						
		£	£	£	£	£
Outreach		437	-	-	437	633
		437	-	-	437	633
c) Governance Costs						
		£	£	£	£	£
PCC Governance		-	-	-	-	76
Bank Charges		266	-	-	266	-
Insurance		2,060	-	-	2,060	1,642
		2,326	-	-	2,326	1,718

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2023**

4. Cash at bank and in-hand

	31-Dec-23	31-Dec-22
	£	£
Cash at bank and in hand	27,544	32,939
	<u>27,544</u>	<u>32,939</u>

5. Debtors & Prepayments

The PCC held no debtors during this or the previous financial period.

6. Creditors: Amounts Falling Due Within One Year

There were no short term liabilities held during this or the previous financial period.

7. Creditors: Amounts Falling Due In More Than One Year

There were no long term liabilities held during this or the previous financial period.

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2023**

8. Designated Funds	Balance 31-Dec-22	Income	Expenditure	Transfers	Balance 31-Dec-23
	£	£	£	£	£
Quinquennial Fund	4,161	135	-	-	4,296
	4,161	135	-	-	4,296

The churches designated funds are wholly represented by cash reserves held and are to be expended as described above

9. Restricted Funds	Balance 31-Dec-22	Income	Expenditure	Transfers	Balance 31-Dec-23
	£	£	£	£	£
Bell Tower	2,263	9,997	6,683	-	5,576
Bell Ringers Fund	-	435	-	-	435
Churchyard Benches	80	-	80	-	-
	2,343	10,432	6,763	-	6,011

The churches restricted funds are wholly represented by cash reserves held and are to be expended as described above

10. Analysis of Net Assets By Fund

Fund	Unrestricted Funds	Designated Funds	Restricted Funds	31-Dec-23 Total	31-Dec-22 Total
	£	£	£	£	£
Fixed Assets and Investments	-	-	-	-	-
Current Assets	17,237	4,296	6,011	27,544	32,939
Liabilities (due in more than one year)	-	-	-	-	-
	17,237	4,296	6,011	27,544	32,939

11. Staff Costs and Numbers

	2023	2022
	£	£
Gross Wages and Salaries	1,528	6,210
Employer's National Insurance Costs	-	-
Pension Contributions	-	-
	1,528	6,210

Employees Who Were Engaged in each of the following actives:

	2023	2022
Activities in furtherance of organisations objectives:	2	2

The organisation operates a PAYE scheme to pay all employed members of staff and the organisation also employs members of staff on a self employed basis. No employees received emoluments in excess of £60,000. (2022: None)

Independent Examiner's Report to the PCC of St Mary's Church, Walberton for the Year Ended 31st December, 2023

Section A

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Mary, Walberton, on the annual report for the year ended 31st December 2023 set out on this and the following page

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's statement

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

Independent examiner's statement

In connection with my examination, no material matters have come to my attention (~~other than that disclosed below in Section B below~~ *) which gives me cause to believe that in, any material respect:

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

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

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

Examiner's signature



Examiner's name CAPITALS

ALISON BESTENTE CeFA CeMAP CeRER DipFA

Date

16/5/24

Relevant professional qualification(s) or body if any

Independent Financial Adviser FRN755733

Examiner's address

Box 147 Arundel BN18 8DL

Independent Examiner's Report to the PCC of St Mary's Church, Walberton for the Year Ended 31st December, 2023

Section B	Disclosure
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Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose

Accounts

Trustees Annual Report and Financial Report

Of

The Parochial Church Council of the Ecclesiastical Parish of

St Mary's Church, Walberton

Church Lane, Walberton, Arundel BN18 0UD

Church Office: Unit G William Booker Yard, The Street, Walberton BN18 0PF

Registered charity no. 1175197

For the year ended 31st December 2022

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Website: stmaryswalberton.org.uk

Incumbent: The Revd TJC Ward
The Vicarage, The Street Walberton Arundel BN18 0PQ

Independent
examiner: Mrs A Bestente
Sunny Bank, Walberton, Arundel BN18 0PT

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154 The Street Rustington West Sussex BN16 3ZZ

St Mary's Walberton

Trustees Annual Report for 2022

Our aims and purposes

The Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent, the Rev'd Timothy Ward, in

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England
- Promoting in the parish the whole mission of the church: pastoral, social, evangelistic and ecumenical
- Knowing Jesus Christ better and making him better known
- Offering practical and spiritual support and care for people in the parish , from the youngest to the eldest
- Providing financial support for those in need and to other organisations with similar objectives
- Looking after our Grade 1 listed church building.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC have considered the Charity Commission's guidance on public benefit, particularly, the specific guidance on "charities for the advancement of religion".

For 2022 we planned to reach the new housing developments at Avisford Grange and Fontwell Meadows and to start a number of new initiatives under our New Beginnings banner (See below). We also planned to reshingle our spire.

2022 was a transitional year as we learned to live with the pandemic. Most activities returned to normal (including the administration of communion in both kinds.) seeing them as relevant to the achievement of our charitable objectives. Accordingly:

The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England

We offer services of worship to God

As a village church we seek to provide services at which people from all church traditions, or none, will feel comfortable. On Sunday mornings the usual pattern has been for there to be both a service using traditional liturgy, and a less formal service which appeals particularly to those with young families. The clergy and readers team also provide a service in the evening Sundays. This can be Holy Communion or Evensong or, on the first Sunday of the month, a new service for children called Families at 5 which began in April 2022.

We enable as many people as possible to worship at our church

We aim to ensure that our church is a safe and welcoming space for all age groups, and for those who have disabilities of some kind. The PCC makes every effort at all times to comply with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to safeguard children and vulnerable adults, following the guidance of the House of Bishops. (In the autumn the vicar and PCC tightened up their procedures regarding the employment of cover organists on the advice of the diocese after being alerted to the issue by a news report. Our organist Dr Naylor remained absent through illness throughout the year.)

The church is the hub for formal teaching through sermons, some of which are also available on our website in written form. Young people are involved in services especially Families at 5 and also offered structured teaching when they separate into their age groups for Sunday School

In 2022 the average attendance in church on a normal Sunday was 63 adults, and 9 children including house communions. On Easter Day 92 people attended and 170 people attended services on Christmas Eve and Christmas Day. There was a monthly Online communion service until July 2022. The PCC wishes to thank all those who provided the online service for over two years.

One wedding and 7 funerals were held in church. The vicar conducted 8 further funeral services or burial of ashes elsewhere, in the churchyard or a crematorium. Other special services included two New Beginnings services; Remembrance Sunday when the 40th anniversary of Falklands war was commemorated; an All Souls Service of Remembrance for the bereaved; a Christingle Service to which the Walberton & Binsted CE Primary School children were invited and took part. The crib service which this year also included a short Nativity was well attended. About 10 people participated in a weekly prayer meeting online. Three Home Groups continue to meet weekly for Bible study on Wednesdays one of which is now a daytime group. There is also a Dad's Bible study which meets once a fortnight.

Promoting in the parish the whole mission of the church: pastoral, social, evangelistic and ecumenical and knowing Jesus Christ better and making him better known

January 2022 saw the launch of the Parish Mission Action Plan (MAP) which had been developed the previous year. The aims set out for us by the Bishop of Chichester were:

- To be more open
- To be more converted
- To be more generous
- To be more engaged.

Under the title New Beginnings, all church members were invited to a Sunday service in the village hall. In the meeting which followed we asked ourselves how we could best achieved these aims. As a result, several new initiatives were taken up during the year:

More open in worship:

Families at 5. This has been a considerable success a small team of layity and clergy prepare a service each moth aimed directly at children. It involves children reading and acting out bible stories do craft work a godly play activities. It attracts 10 -20 children each month.

Prayer Vigil for Ukraine Each month since March 2022 we met opposite the shops under the leadership of a reader to pray for Ukraine and witness to our village. People from other churches have become involved as we sing and share our concerns for Ukraine and its refugees. About 10 -20 people usually attend.

More converted:

Listening to God group This group involves half a dozen people under lay leadership meeting once a month to spend time in silence before God. Their thoughts are recorded and relayed to the congregation at the next 10.30am service. The intention to attend New Wine again was confirmed by this group.

Barnabas Discipleship Groups There are two groups, one of men led by the vicar and one of women led by a reader, who meet about 6 times a year to be accountable to each other spiritually. Each person is able confidentially to say how they are doing in each four areas: prayer, fellowship, witness and bible. They then share whatever issues may be arising in their life and whatever opposition they may be experiencing for prayer.

More generous:

Contactless giving – a device is now available at Sunday services. This enables us to give to the work of St Marys or specified charities. We are able to reclaim gift anonymously on sums of upto £30 as if it were a cash collection.

More engaged:

Little Lambs This is a morning of storytelling singing and craft organised by one of our mums and supported by other layity. It is supported by Community Playcentre at Walberton who bring over a small group. There are usually 6-10 children present. It is valued by those who come but doesn't yet have a core group.

Games night. This attracts about 4 men who have enjoyed the camaraderie of playing various new games with each other and have deepened their friendships

Eco church group. One of the churchwardens has been responsible for promoting green issues in the parish with a small group.

Offering practical and spiritual support and care for people in the parish , from the youngest to the eldest

Our existing action groups met regularly to follow up and reinforce these aims as well as the Mission Action plan:

The **Communications Group** aimed to keep members of the church and the parish more connected with each other through the Pew Sheet and the Parish News: eg to keep the congregation informed about PCC business. It looked for ways to make better use of the media, eg Facebook and our website, to promote the Parish News, and to stimulate the various action groups. It updated the Welcome Packs for the Outreach Group.

The **Outreach Group** started to deliver Welcome Packs to each new resident as they settled into the new housing developments in Fontwell and at Avisford Grange. Groups went carol singing to these new estates and were well received. The packs now also contain flyers from a number of the village social groups who were delighted to seize the opportunity to make themselves known to newcomers.

The weekly Friday Coffee Stop enables church members to keep in touch in the midst of the village and to mix with other villagers during the weekly Post Office in the pavilion.

In November there was families' fireworks and bonfire at the Sewell's house to whom our thanks are due.

In the autumn the vicar offered a Christianity Explored Course based on Marks gospel which one of the home groups took up.

Members of our church family are to be found in virtually every local group and activity, and as such are known ambassadors for godly living within our community. The church nominates a trustee to the Village Hall Trustee Board, the Community Play Centre (CPAWS) and has three foundation governors at Walberton & Binsted CE Primary School.

Providing financial support for those in need and to other organisations with similar objectives

As well as the individuals helped by the Pastoral Group who visit, charitable and Christian organisations were supported by special collections made in church. The PCC also approved a number of specific donations. A list is included in the Supplementary Report.

St Mary's provides trustees for the Walberton, Binsted and West Barnham Support Fund which does the main work of meeting peoples physical and financial needs in the parish.

Looking after our Grade 1 Listed church building

The main work of the year was the re-shingling of the spire which took place in the spring. This was made possible by a generous donation. Oak was chosen in place of cedar as this is more resistant to woodpeckers and squirrels who had done considerable damage to the old spire. A grant from Basil Shippam Trust also enabled us to enclose the horizontal boarding with strong wire mesh. Fortunately the underlying woodwork was in good condition. A storm in February caused the disturbance of tiles near the roof line. Our builder put forward a plan of restoration to our insurers which they happily accepted (the work being done in early 2023 when the bats were absent)

Financial Review

Financial Review

For 2022, the financial report follows the format specified by the Charities Commission (CC16a), for charities with an income of less than £250,000 and using receipts and payments accounting. The accounts are in three parts.

Part A - The Profit and Loss Account (Receipts and Payments)

Part B - The Balance Sheet showing our Assets and Liabilities

Appendix – Notes on the accounts

Part A - The Profit and Loss Account (Receipts and Payments)

The 2022 accounts show an overall deficit on the year of £1641. We are, however, carrying forward a surplus of £2263 for the Bell Tower repair fund into 2022, as well as offsetting £917 of our church yard work against the surplus previously raised for the churchyard benches. This equates to a £3041 deficit against our general fund.

The churchyard benches fund still has £80 remaining at the end of 2022, which will fund further churchyard maintenance activities in 2023. The £2263 remaining in the Bell Tower fund will be spent, as the final retention invoice is payable in early 2023.

Part B - Balance Sheet (Statement of Assets & Liabilities)

Our current account balance (just over £8,000 at year end) meant we have cash to cover approximately one month's worth of day-to-day expenditure.

Appendix - Notes on the Accounts

A detailed breakdown is available of receipts and expenditure, including all outward giving from plate collections and from the PCC.

Reserves Policy

We aim to hold reserves to maintain a balance on the general unrestricted funds (excluding property) which equates to at least two/three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £8053 at Nat West at the end of 2022 covers about one third of this amount. We also hold reserves to invest temporarily surplus funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed, to pay day-to-day bills. At the end of 2022 £24,886 was invested in this way. As well as holding the above general reserves, from time to time the PCC receives restricted legacies for expenditure on restricted purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the gift, depending on the specific objectives of the donor.

Structure, governance and management of the charity

The PCC is registered with the Charity Commission (Charity Reg No. 1175197. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

The PCC is elected at the APCM by Church Members. There were 130 on the electoral roll in December 2022.

The PCC is supported by a Standing Committee and oversees the work of two sub committees, the Outreach Action Group, the Communications Group, which report to the PCC. The PCC met 7 times during the year.

During the year, the following served as members of the PCC:

Ex officio members:

Incumbent:	The Revd Timothy Ward
Licensed Reader:	Julie Allday
Churchwardens:	Jean Strickland, Steven Phillips
Deanery Synod Representatives:	Susan Martineau (PCC Secretary) Julie Allday
Elected Membership:	Kevin Durban Jackson (Reader with PTO) Peter Brown Tom Evans (Hon. Treasurer) Graham Thrussell Bernard Lane (until 24 January 2023) Chris Doman (until 5 May 2022) Esther Langrish (until 5 May 2022) Brendan Amesbury (from 5 May 2022) Emmie Huxtable (from 5 May 2022) Martin Sewell From (from 5 May 2022)

Other officers with rights of attendance, but not trustees

Minutes Secretary Alison Surrell

Safeguarding Officer Kasia Nicholls

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest in charge, curate, readers licensed to officiate in the parish), the churchwardens and members of the Deanery, Diocesan or General Synods and 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM) and serve for three years. Church members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by
The Revd. Timothy Ward, PCC Chairman

A handwritten signature in black ink that reads "TWC Ward". The letters are cursive and somewhat stylized.

Date 29 April 2023

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**PART A - STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31ST DECEMBER 2022**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2022 £	TOTAL 2021 £
INCOMING RESOURCES						
Donations & Legacies	2a	86,641	-	57,000	143,641	106,962
Activities for Generating Funds	2b	-	-	-	-	-
Investment Income	2c	268	54	-	322	22
Charitable Activities	2d	14,161	-	-	14,161	14,240
Other Incoming Resources	2e	88	-	-	88	41
TOTAL INCOMING RESOURCES		101,158	54	57,000	158,212	121,265
RESOURCES USED						
Cost of Charitable Activities	3a	102,336	-	55,654	157,990	131,133
Activities for Generating Funds	3b	-	-	-	-	-
Governance Costs	3c	1,864	-	-	1,864	1,718
TOTAL RESOURCES USED		104,200	0	55,654	159,854	132,851
NET INCOMING RESOURCES		-3,041	54	1,346	-1,641	-11,587
NET MOVEMENT IN FUNDS		-3,041	54	1,346	-1,641	-11,587
Balances Brought Forward		29,477	4,107	997	34,580	46,167
Transfer Between Funds		-	-	-	-	-
BALANCES CARRIED FORWARD		26,436	4,161	2,343	32,939	34,580

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**PART B - BALANCE SHEET
AS AT 31ST DECEMBER 2022**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	31-Dec-22 Total £	31-Dec-21 Total £
Fixed Assets						
Tangible Assets	1	-	-	-	-	-
Current Assets						
Debtors & Prepayments	5	-	-	-	-	-
Cash at bank and in hand	4	26,436	4,161	2,343	32,939	34,580
Total Current Assets		26,436	4,161	2,343	32,939	34,580
Creditors: Due within one year	6	-	-	-	-	-
NET CURRENT ASSETS		26,436	4,161	2,343	32,939	34,580
TOTAL ASSETS less current liabilities		26,436	4,161	2,343	32,939	34,580
Creditors: Due within one year	7	-	-	-	-	-
NET ASSETS		26,436	4,161	2,343	32,939	34,580
Funds of the charity						
Unrestricted Funds		26,436			26,436	29,477
Designated Funds	8		4,161		4,161	4,107
Restricted Funds	9			2,343	2,343	997
		26,436	4,161	2,343	32,939	34,580

This Financial Report for the year ended 31st December 2022, including the notes following, was approved by the PCC and signed on its behalf by
The Revd. Timothy Ward, PCC Chairman:



Date 29 April 2023

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2022**

2. Incoming Resources

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2022 £	TOTAL 2021 £
a) Donations and Legacies						
Gift Aid Donation		52,587	-	20,000	72,587	62,138
Gift Aid Tax Recoverable		15,267	-	5,000	20,267	14,814
Gifts & Donations		10,844	-	30,000	40,844	14,268
Collections Plate		5,424	-	-	5,424	2,639
Grants		2,435	-	2,000	4,435	492
Legacies		-	-	-	-	12,585
Visitors Box		84	-	-	84	26
		86,641	-	57,000	143,641	106,962
b) Activities for Generating Funds						
		£	£	£	£	£
Outreach		-	-	-	-	-
		-	-	-	-	-
c) Investment Income						
		£	£	£	£	£
Bank Interest	5	268	54	-	322	22
		268	54	-	322	22
d) Charitable Activities						
		£	£	£	£	£
Parish Magazine		7,468	-	-	7,468	6,697
Churchyard and Service Fees		6,693	-	-	6,693	7,543
		14,161	-	-	14,161	14,240
e) Other Incoming Resources						
		£	£	£	£	£
Sundry Income		88	-	-	88	41
		88	-	-	88	41

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2022**

3. Resources Expended

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2022 £	TOTAL 2021 £
a) Cost of Charitable Activities						
AudioVisual Costs		17	-	-	17	110
Charitable Giving	12	6,520	-	-	6,520	4,899
Church Running Costs		1,543	-	-	1,543	1,057
Churchyard Expenses		-	-	917	917	1,405
Clergy Expenses		995	-	-	995	935
Communication Costs		368	-	-	368	318
Diocese Quota		62,344	-	-	62,344	58,846
Equipment Costs		-	-	-	-	375
Junior Church		215	-	-	215	101
Kitchen Refurbishment		-	-	-	-	7,536
Lych Gate		-	-	-	-	700
Music Costs		389	-	-	389	379
Office Costs		190	-	-	190	380
Office Rent		2,640	-	-	2,640	2,640
Organist Fees		340	-	-	340	105
Outreach		633	-	-	633	78
Parish Magazine Costs		-	-	-	-	47
Photocopiers Costs		6,756	-	-	6,756	5,606
Quinquennial Costs		-	-	54,737	54,737	26,056
Repairs and Maintenance		233	-	-	233	352
Salary Costs	10	6,210	-	-	6,210	8,766
Service Fees		2,351	-	-	2,351	2,179
Telephone Costs		2,029	-	-	2,029	479
Utility Costs		4,791	-	-	4,791	4,335
Vicarage Expenses		3,648	-	-	3,648	3,449
Visiting Speakers Expenses		123	-	-	123	-
		102,336	-	55,654	157,990	131,133
b) Cost of Generating Funds						
		£	£	£	£	£
Outreach		-	-	-	-	-
		-	-	-	-	-
c) Governance Costs						
		£	£	£	£	£
PCC Governance		162	-	-	162	76
Insurance		1,702	-	-	1,702	1,642
		1,864	-	-	1,864	1,718

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2022**

4. Cash at bank and in-hand

	31-Dec-22	31-Dec-21
	£	£
Cash at bank and in hand	32,939	34,580
	<u>32,939</u>	<u>34,580</u>

5. Debtors & Prepayments

The PCC held no debtors during this or the previous financial period.

6. Creditors: Amounts Falling Due Within One Year

There were no short term liabilities held during this or the previous financial period.

7. Creditors: Amounts Falling Due In More Than One Year

There were no long term liabilities held during this or the previous financial period.

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2021**

8. Designated Funds	Balance 31-Dec-21	Income	Expenditure	Transfers	Balance 31-Dec-22
	£	£	£	£	£
Quinquennial Fund	4,107	54	-	-	4,161
	4,107	54	-	-	4,161

The churches designated funds are wholly represented by cash reserves held and are to be expended as described above

9. Restricted Funds	Balance 31-Dec-21	Income	Expenditure	Transfers	Balance 31-Dec-22
	£	£	£	£	£
Bell Tower	-	57,000	54,737	-	2,263
Churchyard Benches	997	-	917	-	80
	997	57,000	55,654	-	2,343

The churches restricted funds are wholly represented by cash reserves held and are to be expended as described above

10. Analysis of Net Assets By Fund

	Unrestricted Funds	Designated Funds	Restricted Funds	31-Dec-22 Total	31-Dec-21 Total
	£	£	£	£	£
Fixed Assets and Investments	-	-	-	-	-
Current Assets	26,436	4,161	2,343	32,939	34,580
Liabilities (due in more than one year)	-	-	-	-	-
	26,436	4,161	2,343	32,939	34,580

11. Staff Costs and Numbers

	2022	2021
	£	£
Gross Wages and Salaries	6,210	8,766
Employer's National Insurance Costs	-	-
Pension Contributions	-	-
	6,210	8,766

Employees Who Were Engaged in each of the following activities:

	2022	2021
Activities in furtherance of organisations objectives:	2	2

The organisation operates a PAYE scheme to pay all employed members of staff and the organisation also employs members of staff on a self employed basis. No employees received emoluments in excess of £60,000. (2021: None)

12. Charitable Giving

The PCC aims to pay out 10% of its voluntary income to other causes. Our outward giving in 2022 was 7.5%, which fell short but was an increase of 2021 levels.

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

This report on the financial statements for the PCC of the Ecclesiastical Parish of St Mary's Church, Walberton for the year ending 31st December 2022 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the regulations') and s.145 of the Charities Act 2011 ('The Act').

Respective Responsibilities of the PCC and the Examiner

As the members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of Regulations and section 114(2) of the Charities Act 2011 ('The Act') does not apply. It is my responsibility to issue this report on those financial statements accounts in accordance with the terms of the Regulations.


Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church Guidance, 2006 edition, issued from the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the account and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- 1) Which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the requirements of the Act, and the Regulations have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Alison Bestente CeFA CeMAP CeRER DipFA
Independent Financial Adviser FRN 755733
PO Box 147
Arundel
BN18 8DL

17th April 2023

Accounts

Trustees Annual Report and Financial Report

Of

The Parochial Church Council of the Ecclesiastical Parish of

St Mary's Church, Walberton

Church Lane, Walberton, Arundel BN18 0UD

Church Office: Unit G William Booker Yard, The Street, Walberton BN180PF

Registered charity no. 1175197

For the year ended 31st December 2021

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Website: stmaryswalberton.org.uk

Incumbent: The Revd TJC Ward
The Vicarage, The Street Walberton Arundel BN18 0PQ

Independent examiner: Mrs A Bestente
Sunny Bank, Walberton, Arundel BN18 0PT

Bankers: NatWest Bank - Rustington (B) Branch
154 The Street Rustington West Sussex BN16 3ZZ

St Mary's Walberton

Trustees Annual Report for 2021

Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the incumbent, the Rev'd Timothy Ward, in

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic, and ecumenical
- Knowing Jesus Christ better and making him better known
- Practical support and care for people in the parish, from the youngest to the eldest.
- Providing financial support for those in need and to other organisations with similar objectives

What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC have considered the Charity Commission's guidance on public benefit, particularly, the specific guidance on "charities for the advancement of religion".

For 2021 we planned to reach the new housing development at Avisford Grange and to remodel our kitchen servery to provide more communal space and more storage. We aimed at looking forward to how we might change what we offer when the present pandemic subsides.

2021 was an exceptional year with strict regulations in place to counter the coronavirus pandemic until 19 July 2021. Even after that date we continued to maintain some social distancing in church and to worship outside.

We planned, within the constraints of regulations and official advice regarding the pandemic, to maintain most of the activities that we were already undertaking, seeing them as relevant to the achievement of our charitable objectives. Accordingly:

We enable as many people as possible to worship at our church

We aim to ensure that our church is a safe and welcoming place for all age groups, and for those who have disabilities of some kind. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to the House of Bishops' guidance, on safeguarding children and vulnerable adults.

We offer services of worship to God

As a village church we seek to provide services at which people from all church traditions, or none, will feel comfortable. On Sunday mornings the usual pattern is for there to be both a service using traditional liturgy, and a less formal service, which appeals particularly to those with young families. Unusually for a village church, we also have a regular formal sung evening service, which attracts around 15 people most weeks.

At 31 December 2021 there were 126 people on the Electoral Roll, of whom 41 were non-resident in the parish. The usual Sunday attendance (average) during October 2021, including sick communions, was 67 adults and 11 children. In addition, there were two services online which had an average of 23 views.

"Lively service and friendly congregation"

The church is the hub for formal teaching through sermons, some of which are also available on our website in written form. It also provides a worship opportunity for young people who are involved in the service itself, before separating for structured teaching at Sunday School.

From mid-January to the end of February 2021, like the majority of local parishes, we closed for public worship. We reopened when all those in the most vulnerable categories had had the opportunity of vaccination and the Delta wave had subsided somewhat. We did, however, open the church for private prayer daily, from 9am to 4pm. Furthermore, we had a Day of Prayer at the church on Ash Wednesday led by Bishop Michael Langrish which was well attended both in person and online.

During Lent members of the congregation shared a prayer each day via Churchsuite email which was co-ordinated by Bishop Michael and later turned into a booklet for future use: A Parish at Prayer.

We were fortunate to be able to provide online services, which has proved to be a great success especially in the early months and continued throughout the year. This was weekly (and sometimes twice weekly) until August, then twice monthly. This has enabled the community to continue to worship at home, and yet still feel part of the church.

From April to mid-October, we were able to provide worship outside in the churchyard, via a PA system from the church. This was popular with those who came. Most preferred to worship outdoors, feeling connected to creation, and less vulnerable to the virus. Unlike the previous year, we were permitted to sing outdoors from Good Friday and then indoors from 19 July.

From September we offered two Sunday school groups each week. Throughout the year we had a series of services specifically aimed at children and families. These were Mothering Sunday, Pentecost, Sea Sunday (outdoors), Pet Service(outdoors), Harvest, Christingle, Crib service (which was

particularly well attended.) In December we performed a traditional Nativity play in church.

The weekly parish prayers continued online, and parishioners prayed for the life of the parish especially the issue of the A27 bypass, and for all those involved, or affected by, the Covid 19 crisis. This attracts about 12 people.

We promote the gospel and pray that those outside our current church family may find life in Christ Jesus

We pray for different streets in our parish each month in our Sunday worship.

At the school, assemblies were initially held online but from March onwards we were able to worship outdoors led by the clergy until October when we returned indoors. There were four baptisms of children during the year.

In June 2021, the Alpha course, which had been suspended the previous spring, resumed in the vicarage garden using a screen and audio speaker and continued throughout the summer. Alpha is a series of interactive sessions which free explore the basics of the Christian faith. Such courses are open to all.

In the autumn the PCC and Mission Action Plan group spent considerable time developing a Mission Action Plan for 2022 which was presented to the rural dean and diocesan bishop in December. This involved a PCC away day at the Palace facilitated by Rev'd Stephen Hudson.

As members of the church family, we try to live lives not only pleasing to God, but also as known ambassadors for Godly living within our village community. Members of our church family are to be found in virtually every village group and activity, frequently playing an active role. For example, the church has taken up its right to nominate a trustee to the Village Hall trustee board, and the Community Playcentre at Walberton (CPAWS) as well as the village school.

We engage in evangelism and outreach to the parish in various ways

As well as Alpha, the Outreach Action Group (a PCC sub-committee), continued to provide several events open to all members of the community.

At Easter we created a prayer maze and treasure trail in the churchyard using clues from the gravestones with a resurrection theme.

In September we held a Songs of Praise in the Village Hall which attracted 70 people and was a joyous event. Rev Stephen Hudson gave his testimony. Unfortunately, our healing service in November was cancelled due to Covid.

In November we held a children's firework and bonfire party at Martin and Caroline Sewell's paddock.

Our welcome brochure is available which provides much useful general information for those moving into the village and is also of value during house to house visiting.

The Parish News continues to be widely distributed with many regular subscribers, and advertises church services, and a diary of church and local events.

We provide a building for people to enjoy

Following a successful public appeal, a new kitchen servery was installed which provided a more accessible sink and a hot water heater. It also provides work surfaces to serve drinks from and plenty of storage area underneath the surfaces. It is also useful for the flower arrangers to prepare their decorations. As an added benefit it allows more light into the building and makes a feature of the southwest window. The archdeacon came and blessed the project in August.

In the autumn quinquennial repairs under the inspecting architect were carried out to the building which were facilitated by a generous bequest. This highlighted the need for further repairs to the spire to be carried out in 2022.

To keep the church open for private prayer during the pandemic, required daily cleaning by clinically non-vulnerable people, which meant that it was only practical in January and February when the church was otherwise closed for public worship.

We provide tangible pastoral support throughout the parish.

Our Vicar and Churchwardens are ex-officio members of the Support Fund and help many local families. The Churchwarden and church members provided a weekly drop in Coffee Stop resuming in September which brings people together and is usually well attended. We have sought to alleviate loneliness amongst elderly people by helping to promote the work of another charity – Village Friends.

Three home groups have met, two face to face and one online, during the year studying a variety of materials from the bible. The home groups came together to consider how to deepen their prayer life, support one another, how to reach out to the community.

As a result of the January-February closure a Dad's online bible study started which has continued ever since.

In the autumn a group of eight met to take the Living in Love and Faith course provided by the bishops. A full range of views were expressed and we maintained the bond of fellowship.

We consider the needs of people served by other charities and overseas

We sometimes provide a platform for representatives of specific charities to speak at our morning services, with our loose collections that day, passed on to the charity. As a church we aim annually to donate money to other charities at home, and abroad, with a target based on 10% of our voluntary income, including restricted charitable receipts within the target figure. Our main beneficiaries are Living Waters Tanzania with whom we have a close connection and Barnabas Fund who keep us in touch with the suffering church.

Financial Review

For 2021, the financial report follows the format specified by the Charities Commission (CC16a), for charities with an income of less than £250,000 and using receipts and payments accounting.

The accounts are in three parts.

Part A - The Profit and Loss Account (Receipts and Payments)

Part B - The Balance Sheet showing our Assets and Liabilities

Appendix – Notes on the accounts

Part A - The Profit and Loss Account (Receipts and Payments)

The 2021 accounts show an overall deficit on the year of £11,586. However, once exceptional items have been taken into account (including Quinquennial repairs), our general fund is £1101 in Surplus year-on-year. The £135 remaining in the Churchyard Extension Fund was spent in 2021, by contributing to the maintenance to the Churchyard. The pandemic had meant the Churchyard working party required the support of a contractor to carry out some of its activities. This was also supported by gifts (totalling £560) towards the general maintenance of the Churchyard.

£997 still remains in the Churchyard Benches fund (same as at end of 2020). As the benches are now installed, this surplus will be used for improvements and ongoing maintenance to the Churchyard itself.

The Lychgate fund had £502 at the start of 2021. The various repairs were completed in 2021, totalling £700, which mean that fund can also be closed. A fund for the new Church Kitchen was started, and raised £7,151 (including Gift Aid), which covered most of the £7,536 cost.

Part B - Balance Sheet (Statement of Assets & Liabilities)

In 2021, we transferred £9000 from our General Reserve Account to our Nat West current account in anticipation of a general fund deficit. Fortunately, this was never required due to the response from our generous giving campaign. Nonetheless, the current account balance (just over £10,000 at year end) meant we have cash to cover more than one month's worth of day-to-day expenditure,

Appendix - Notes on the Accounts

A detailed breakdown is available of receipts and expenditure, including all outward giving from plate collections and from the PCC.

Why we hold some money in reserve

We aim to hold reserves to maintain a balance on the general unrestricted funds (excluding property) which equates to at least two/three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £10,017 at Nat West at the end of 2021 covers about half of this amount. We also hold reserves to invest temporarily surplus funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed, to pay day-to-day bills. At the end of 2021 £24,563 was invested in this way. As well as holding the above general reserves, from time to time the PCC receives restricted legacies for expenditure on restricted purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the gift, depending on the specific objectives of the donor.

Structure governance and management of the charity

Since 17 October 2017, the Parochial Church Council has been registered with the Charity Commission (Reg no 1175197) as required by the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

The PCC is supported by a Standing Committee and oversees the work of two sub committees. namely the Outreach Action Group and the Pastoral Action Group. The PCC met on 9 occasions during the year.

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

Ex Officio members:

Incumbent: The Revd. Timothy Ward

Licensed Reader: Mrs Julie Allday

Churchwardens: Mrs Jean Strickland
Mr Steven Phillips

Elected Membership:

Mr Kevin Durban Jackson

Mr Andrew Blumer

Mr Peter Brown

Mr Tom Evans

Hon Treasurer

Mrs Gaye Reynolds

to 28 May 2021

Mr Graham Thrussell

Mrs Esther Langrish

Mr Bernard Lane

Mr Chris Doman

Deanery Synod:

Mrs Susan Martineau

Hon Secretary

Mrs Julie Allday

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest in charge, curate, readers licensed to officiate in the parish), the churchwardens and members of the Deanery, Diocesan or General Synods and 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM) and serve for three years. Church members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by The Revd. Timothy Ward, PCC Chairman

A handwritten signature in black ink, appearing to read 'T Ward', written in a cursive style.

Date 23 April 2022

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Mary's Church, Walberton

Church Lane, Walberton, Arundel BN18 0UD

Church Office: Unit G William Booker Yard, The Street, Walberton BN180PF

Registered charity no. 1175197

For the year ended 31st December 2021

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10	Statement of financial receipts and payments
11	Statement of assets and liabilities
14	Notes to the accounts
17	Report of the independent examiner

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**PART A - STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31ST DECEMBER 2021**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
INCOMING RESOURCES						
Donations & Legacies	2a	86,716	-	20,247	106,962	87,565
Activities for Generating Funds	2b	-	-	-	-	-
Investment Income	2c	15	8	-	22	193
Charitable Activities	2d	14,240	-	-	14,240	11,572
Other Incoming Resources	2e	41	-	-	41	149
TOTAL INCOMING RESOURCES		101,011	8	20,247	121,265	99,478
RESOURCES USED						
Cost of Charitable Activities	3a	98,193	12,007	20,933	131,133	102,301
Activities for Generating Funds	3b	-	-	-	-	-
Governance Costs	3c	1,718	-	-	1,718	1,685
TOTAL RESOURCES USED		99,910	12,007	20,933	132,850	103,986
NET INCOMING RESOURCES		1,101	-11,999	-687	-11,586	-4,508
NET MOVEMENT IN FUNDS		1,101	-11,999	-687	-11,586	-4,508
Balances Brought Forward		28,376	16,106	1,684	46,166	50,674
Transfer Between Funds		-	-	-	-	-
BALANCES CARRIED FORWARD		29,477	4,107	997	34,580	46,166

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**PART B - BALANCE SHEET
AS AT 31ST DECEMBER 2021**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	31-Dec-21 Total £	31-Dec-20 Total £
Fixed Assets						
Tangible Assets	1	-	-	-	-	-
Current Assets						
Debtors & Prepayments	5	-	-	-	-	-
Cash at bank and in hand	4	29,477	4,107	997	34,580	46,166
Total Current Assets		29,477	4,107	997	34,580	46,166
Creditors: Due within one year	6	-	-	-	-	-
NET CURRENT ASSETS		29,477	4,107	997	34,580	46,166
TOTAL ASSETS less current liabilities		29,477	4,107	997	34,580	46,166
Creditors: Due within one year	7	-	-	-	-	-
NET ASSETS	10	29,477	4,107	997	34,580	46,166
Funds of the charity						
Unrestricted Funds		29,477			29,477	27,740
Designated Funds	8		4,107		4,107	16,090
Restricted Funds	9			997	997	2,336
		29,477	4,107	997	34,580	46,166

This Financial Report for the year ended 31st December 2021, including the notes following, was approved by the PCC and signed on its behalf by
The Revd. Timothy Ward, PCC Chairman:



Date 23 April 2022

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**APPENDIX - NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST DECEMBER 2021**

2. Incoming Resources

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
a) Donations and Legacies						
Gift Aid Donation		58,793	-	3,345	62,138	53,183
Gift Aid Tax Recoverable		13,978	-	836	14,814	15,862
Gifts & Donations		10,788	-	3,480	14,268	10,650
Collections Plate		2,639	-	-	2,639	5,298
Grants		492	-	-	492	1,044
Legacies		-	-	12,585	12,585	1,500
Visitors Box		26	-	-	26	30
		86,716	-	20,247	106,962	87,565
b) Activities for Generating Funds						
		£	£	£	£	£
Walberton Open Gardens		-	-	-	-	-
		-	-	-	-	-
c) Investment Income						
		£	£	£	£	£
Bank Interest	5	15	8	-	22	193
		15	8	-	22	193
d) Charitable Activities						
		£	£	£	£	£
Youth Church		-	-	-	-	190
Parish Magazine		6,697	-	-	6,697	7,653
Churchyard and Service Fees		7,543	-	-	7,543	3,729
		14,240	-	-	14,240	11,572
3) Other Incoming Resources						
		£	£	£	£	£
Sundry Income		41	-	-	41	149
		41	-	-	41	149

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2021**

3. Resources Expended

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
a) Cost of Charitable Activities						
AudioVisual Costs		110	-	-	110	157
Charitable Giving	12	4,899	-	-	4,899	8,167
Church Running Costs		1,057	-	-	1,057	2,256
Churchyard Expenses		710	-	695	1,405	1,436
Churchyard Benches		-	-	-	-	2,145
Clergy Expenses		935	-	-	935	906
Communication Costs		318	-	-	318	400
Diocese Quota		58,846	-	-	58,846	57,062
Equipment Costs		375	-	-	375	794
Junior Church		101	-	-	101	120
Kitchen Refurbishment		384	-	7,151	7,536	-
Lych Gate		198	-	502	700	466
Music Costs		379	-	-	379	935
Office Costs		380	-	-	380	355
Office Rent		2,640	-	-	2,640	2,640
Organist Fees		105	-	-	105	-
Outreach		78	-	-	78	-
Parish Magazine Costs		47	-	-	47	292
Photocopiers Costs		5,606	-	-	5,606	5,513
Quinquennial Costs		1,464	12,007	12,585	26,056	-
Repairs and Maintenance	13	352	-	-	352	301
Salary Costs	11	8,766	-	-	8,766	8,288
Service Fees		2,179	-	-	2,179	1,224
Telephone Costs		479	-	-	479	491
Utility Costs		4,335	-	-	4,335	4,517
Vicarage Expenses		3,449	-	-	3,449	3,308
Visiting Speakers Expenses		-	-	-	-	194
Youth Church		-	-	-	-	334
		98,193	12,007	20,933	131,133	102,301
b) Cost of Generating Funds						
		£	£	£	£	£
Walberton Open Gardens		-	-	-	-	-
		-	-	-	-	-
c) Governance Costs						
		£	£	£	£	£
PCC Governance		76	-	-	76	25
Insurance		1,642	-	-	1,642	1,660
		1,718	-	-	1,718	1,685

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2021**

4. Cash at bank and in-hand

	31-Dec-21	31-Dec-20
	£	£
Cash at bank and in hand	34,580	46,166
	34,580	46,166

5. Debtors & Prepayments

The PCC held no debtors during this or the previous financial period.

6. Creditors: Amounts Falling Due Within One Year

There were no short term liabilities held during this or the previous financial period.

7. Creditors: Amounts Falling Due In More Than One Year

There were no long term liabilities held during this or the previous financial period.

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2021**

8. Designated Funds	Balance 31-Dec-20	Income	Expenditure	Transfers	Balance 31-Dec-21
	£	£	£	£	£
Quinquennial Fund	16,106	8	12,007	-	4,107
	16,106	8	12,007	-	4,107

The churches designated funds are wholly represented by cash reserves held and are to be expended as described above

9. Restricted Funds	Balance 31-Dec-20	Income	Expenditure	Transfers	Balance 31-Dec-21
	£	£	£	£	£
Bell Tower	-	12,585	12,585	-	-
Churchyard Fund	135	560	695	-	-
Churchyard Benches	997	-	-	-	997
Kitchen Appeal	50	7,101	7,151	-	-
Lych Gate Appeal	502	-	502	-	-
	1,684	20,247	20,933	-	997

The churches restricted funds are wholly represented by cash reserves held and are to be expended as described above

10. Analysis of Net Assets By Fund	Unrestricted Funds	Designated Funds	Restricted Funds	31-Dec-21 Total	31-Dec-20 Total
	£	£	£	£	£
Fixed Assets and Investments	-	-	-	-	-
Current Assets	29,477	4,107	997	34,580	46,166
Liabilities (due in more than one year)	-	-	-	-	-
	29,477	4,107	997	34,580	46,166

11. Staff Costs and Numbers

	2021	2020
	£	£
Gross Wages and Salaries	8,766	8,288
Employer's National Insurance Costs	-	-
Pension Contributions	-	-
	8,766	8,288

Employees Who Were Engaged in each of the following activities:

	2021	2020
Activities in furtherance of organisations objectives:	2	2

The organisation operates a PAYE scheme to pay all employed members of staff and the organisation also employs members of staff on a self employed basis. No employees received emoluments in excess of £60,000. (2020: None)

12. Charitable Giving

The PCC aims to pay out 10% of its voluntary income to other causes. Our outward giving in 2021 fell short of this, due to fewer opportunities to hold cash collections during the pandemic. For direct PCC giving, we maintained our 2020 level of £2,900. It should be noted, however, there was an overpayment of £200 to the Barnabas Fund. As a regular recipient of gifts from St Mary's, the PCC has not requested a repayment but will adjust any gifts made in 2021.

13. Repairs and Maintenance

The PCC declares that £222 was paid out the Phillips Electrical Contractors Ltd to make some urgent repairs to the Church lighting. Phillips Electrical Contractors Ltd is owned by a trustee of St Mary's, but the PCC is satisfied that the work was done at cost only and that there was no conflict of interest.

Independent Examiner's Report to the PCC of St Mary's Church, Walberton for the Year Ended 31st December, 2021

Section A

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Mary, Walberton, on the annual report for the year ended 31st December 2021 set out on pages 17 to 18

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's statement

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

Independent examiner's statement

In connection with my examination, no material matters have come to my attention (other than that disclosed below in Section B below *) which gives me cause to believe that in, any material respect:

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

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

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

Examiner's signature



Examiner's name CAPITALS

ALISON BESTE

Date

14/4/22

Relevant professional qualification(s) or body if any

CEFA, COMAR, CERAR (IFA)

Examiner's address

SUNNY BANK DAIRY LANE,
ARUNDEL BN18 0PT

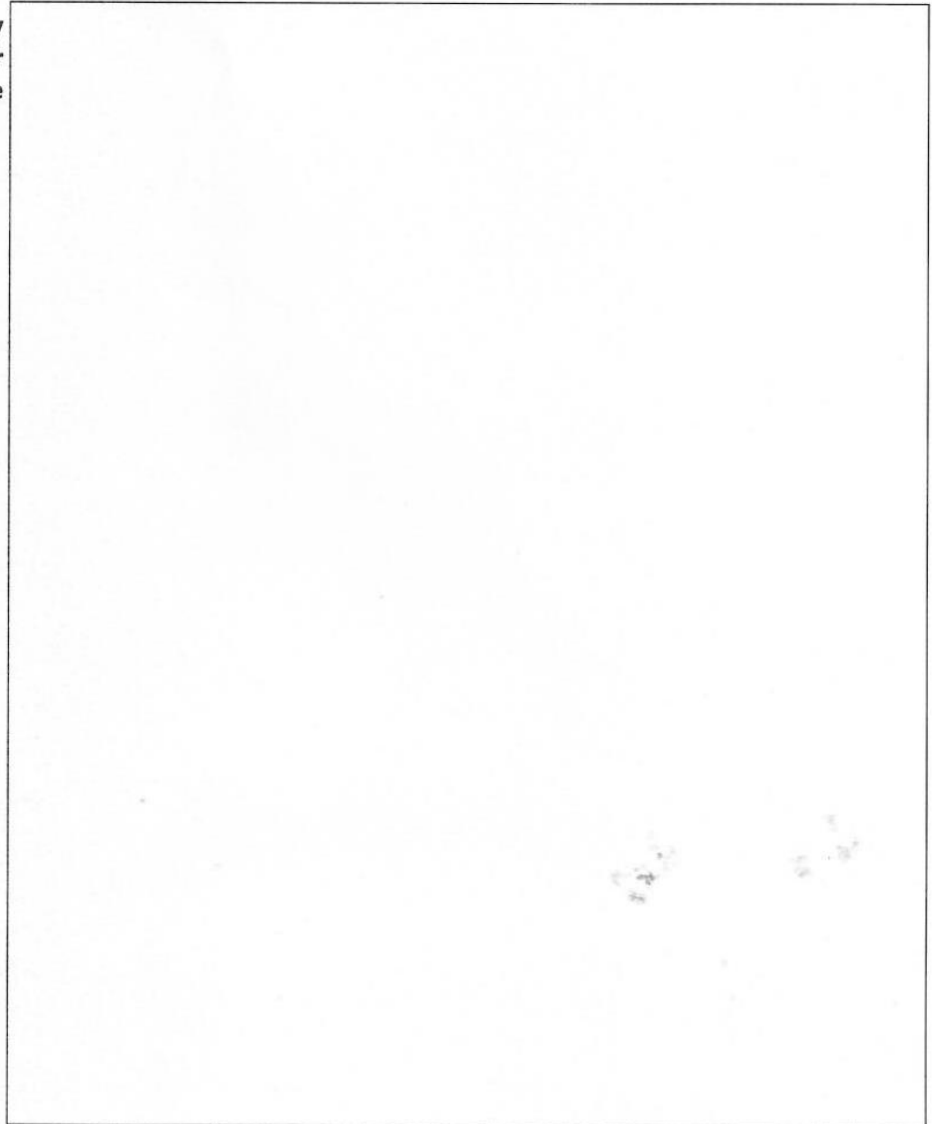
Independent Examiner's Report to the PCC of St Mary's Church, Walberton for the Year Ended 31st December, 2021

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose

A large empty rectangular box with a thin black border, intended for the examiner to provide details of any items they wish to disclose. The box is currently blank.

Accounts

Trustees Annual Report and Financial Report

Of

The Parochial Church Council of the Ecclesiastical Parish of

St Mary's Church, Walberton

Church Lane, Walberton, Arundel BN18 0UD

Church Office: Unit G William Booker Yard, The Street, Walberton BN180PF

Registered charity no. 1175197

For the year ended 31st December 2020

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Website: stmaryswalberton.org.uk

Incumbent: The Revd TJC Ward
The Vicarage, The Street Walberton Arundel BN18 0PQ

Independent examiner: Mrs A Bestente
Sunny Bank, Walberton, Arundel BN18 0PT

Bankers: NatWest Bank - Rustington (B) Branch
154 The Street Rustington West Sussex BN16 3ZZ

St Mary's Walberton

Trustees Annual Report for 2020

Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the incumbent, the Rev'd Timothy Ward, in

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

What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC have considered the Charity Commission's guidance on public benefit, particularly, the specific guidance on "charities for the advancement of religion".

For 2020 we aimed to begin a new midweek service aimed at families with pre-school children led by one of our members. We planned to reach the new housing development at Avisford Grange and to remodel our kitchen servery to provide more communal space and more storage. We also planned an afterschool club for Shrove Tuesday and for Easter.

We planned to maintain most of the activities that we were already undertaking, seeing them as relevant to the achievement of our charitable objectives. Accordingly:

We enable as many people as possible to worship at our church

We aim to ensure that our church is a safe and welcoming place for all age groups, and for those who have disabilities of some kind. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to the House of Bishops' guidance, on safeguarding children and vulnerable adults. A group from HFT Walberton who, as vulnerable adults, do regularly attend the church with carers.

To help the wider community relate to our church in ways that resonate with 21st century lifestyles, we have developed a communications strategy. Our aim is that this will encourage people to move from a position of knowing what is going on to becoming a part of the church family. Within that family,

the communications strategy, will also build a greater sense of cohesion. Our website and Facebook page are regularly updated with Church news including the promotion of forthcoming events.

We offer services of worship to God

As a village church we seek to provide services at which people from all church traditions, or none, will feel comfortable. On Sunday mornings the usual pattern is for there to be both a service using traditional liturgy, and a less formal service, which appeals particularly to those with young families. Unusually for a village church, we also have a regular formal sung evening service, which attracts around 20 people most weeks.

In 2020 there were 127 people on the Electoral Roll, of whom 41 were non-resident in the parish. The usual Sunday (Median) attendance up to 8 March, including sick communions, is 87 adults and 10 children.

Adults who do not normally feel a need to come and worship nevertheless attend such services, without any possible embarrassment or sense of being outsiders. Non church families often appear and are welcomed at baptisms, which normally take place during an informal service.

“Lively service and friendly congregation”

The church is the hub for formal teaching through sermons, some of which are also available on our website. It also provides a worship opportunity for young people who are involved in the service itself, before separating for structured teaching at Sunday School.

In February we had a special Candlemas service led by Bishop Michael which was well attended.

2020 has, however, seen us face the Covid 19 pandemic, and from March 22 this immensely changed the way we held our services and worship. During the two national lockdowns the services were suspended, and we closed the church for a while. We did, however, continue to open the church for private prayer daily, from 9am to 4pm, in the November lockdown.

We were extremely fortunate to be able to provide an online service, which has proved to be a great success, and has continued throughout the year. This has enabled the community to continue to worship at home, and yet still feel part of the church. Online services regularly attract 58 views each week in October, in addition to the live services.

From July 12 to mid-October, we able to provide worship outside in the churchyard, via a PA system from the church. This was popular with those who came. Most preferred to worship outdoors, feeling connected to creation, and less vulnerable to the virus.

As well as the usual weekly holy communion and evening prayer, we have provided an online Remembrance Sunday, a link to an uplifting song to listen to, and organised a November “Day of Prayer”. A leaflet was available to download for the Day of Prayer which was a guide to prayers for the day and gave suggestions for how, and for whom, prayers may be said during this

time. It was a very worthwhile event, for people from other dominations in church, and for the Zoom meeting in the evening.

St Mary's Church community were first up in the Walbinfont Advent Window Trail and Nancy Thompson created an advent picture for the glass porch door, with the theme of "Christ the light of the world" incorporating the number "1".

The church Christingle service successfully attracted our young families back to church. A Crib Festival and Nine Lessons and Carols was initially planned to be held in church, but as the situation deteriorated in December, they were held online. There were many cribs donated by families of the church all with a story to tell. An activity pack for the children was available to download. Unfortunately, the Christmas services were cancelled at the last minute, due to the vicar becoming unwell, although a pre-recorded service was provided online.

The weekly parish prayers moved online, and parishioners can pray for the life of the parish, and for all those involved, or affected by, the Covid 19 crisis. This attracts about 15 people.

The church has close links to the Walberton & Binsted Primary School. In early March – Education Sunday Service – was held at the school with a special contribution from the year 5 children. In November, Tim was able to lead a special Remembrance Day service in school, and at Christmas, the Christingle Service was held at the school as well as in church.

We promote the gospel and pray that those outside our current church family may find life in Christ Jesus

In January 2020, an Alpha course commenced, attended by 12 people. It stopped in early March. Alpha is a series of interactive sessions that freely explore the basics of the Christian faith and such courses are open to all. We pray for different streets in our parish each month, and visit as many as possible, before Christmas and Easter.

Three home groups have met face to face, one of which continued online, during the year studying a variety of materials from the bible. The home groups came together to consider how to deepen their prayer life and how to reach out to the community.

As members of the church family, we try to live lives not only pleasing to God, but also as known ambassadors for Godly living within our village community. Members of our church family are to be found in virtually every village group and activity, frequently playing an active role. For example, the church has taken up its right to nominate a trustee to the Village Hall trustee board, and the Community Playcentre at Walberton (CPAWS).

The Vicar and Churchwardens run the parish Sick Poor Fund with three other Trustees.

We engage in evangelism and outreach to the parish in various ways

As well as Alpha, the Outreach Action Group (a PCC sub-committee), continued to provide several events open to all members of the community. This year we went carol singing in a small group.

Our welcome brochure is available which provides much useful general information for those moving into the village and is also of value during house to house visiting. Such visiting took place before Christmas in Avisford Grange.

The Parish News continues to be widely distributed (physical copy and then moved to an online version), with many regular subscribers, and advertises church services, and a diary of church and local events.

We provide a building for people to enjoy

Following a successful public appeal, two new benches were installed in the autumn, and the circular tree bench has been particularly admired as being a positive addition to God's Acre.

The defibrillator is kept in the shed at present for the churchyard working party. To keep the church, open for private prayer during the pandemic, required daily cleaning by clinically non vulnerable people, which meant that it was only practical in November.

We provide tangible pastoral support throughout the parish.

We have sought to alleviate loneliness amongst elderly people by helping to promote the work of another charity – Village Friends. Our Vicar and Wardens are ex officio members of the Sick Poor Fund and help many local families. The Churchwarden and members continued to provide a weekly drop in coffee stop at the beginning of the year, prior to the first national lockdown, which brings together people of all ages, and is always well attended.

Our open youth club fluctuates in numbers but continues to provide a range of interesting activities on a fortnightly basis. This group was suspended since the first lockdown; however, it is fully intended to recommence as soon as safely possible.

We consider the needs of people served by other charities and overseas

We sometimes provide a platform for representatives of specific charities to speak at our morning services, with our loose collections that day, passed on to the charity. As a church we aim annually to donate money to other charities at home, and abroad, with a target based on 10% of our voluntary income, including restricted charitable receipts within the target figure. A section in the Supplementary Report shows our charitable and community giving for 2020.

Financial Review

For 2020, the financial report follows the format specified by the Charities Commission (CC16a), for charities with an income of less than £250,000 and using receipts and payments accounting.

The accounts are in three parts.

Part A - The Profit and Loss Account (Receipts and Payments)

Part B - The Balance Sheet showing our Assets and Liabilities

Section A - The Profit and Loss Account (Receipts and Payments)

The 2020 accounts show an overall deficit on the year of £4508. The Covid-19 pandemic meant that far fewer cash plate collections were received (overall giving was down by 5% on 2020) and that service fees for weddings and funerals were down by 53% on 2019. Overall, our income was down by nearly £10,000 (around 9%).

The Churchyard Extension fund has a remaining balance of £135 (down from £867 at the end of 2019), due to some much needed repairs to the Church path being carried out. We anticipate this fund will be fully spent in 2021 on some equipment for the churchyard working party.

The Churchyard Benches appeal raised over £3,000 (including a £500 grant from Walberton Parish Council in 2019). The benches themselves were installed at a cost of just over £2,000 leaving a balance of £997 in that fund going into 2021

The Lychgate appeal raised nearly £1,000 in 2019. The repairs commenced in 2020 but not fully completed, with £502 remaining as we moved into 2021.

Part B - Balance Sheet (Statement of Assets & Liabilities)

As in recent years, we have been able to operate the General Fund without the need to utilise funds from the General Reserve account. No transfer has been made to or from the Quinquennial Fund. Interest on the deposit accounts remains very low.

Appendix - Notes on the Accounts

A detailed breakdown is available of receipts and expenditure, including all outward giving from plate collections and from the PCC.

Why we hold some money in reserve

We hold reserves to maintain a balance on the general unrestricted funds (excluding property) which equates to at least two/three months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £618.19 at Nat West at the end of 2020 did not achieve this.

We also hold reserves to invest temporarily surplus funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed, to pay day-to-day bills. At the end of 2020

£29,389.23 of unrestricted funds and £16,158.52 of restricted and designated funds was invested in this way.

As well as holding the above general reserves, from time to time the PCC receives restricted legacies for expenditure on restricted purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the legacy, depending on the specific objectives of the donor.

Risk management

The PCC considers the principal risks and uncertainties to be

- Safeguarding - making sure children and vulnerable adults are safe, particularly on excursions.
- Fire risk- making sure our grade 1 listed building does not catch fire.
- Financial risk caused by a loss of congregation or a loss of vision.

The PCC seeks to manage these risks by having thorough risk assessments for children's activities and by making sure volunteers are safely recruited and trained.

The fire risk is managed by having 4 yearly tests and upgrades of our lightning conductor and 5 yearly tests of our electrical system and 3 yearly tests of our portable equipment. We regularly review our Fire Risk Assessment.

The financial risk is managed by having enough reserves to manage unforeseen drops in income and by maintaining three services which attract a wide range of parishioners. We have also invested in our website and Churchsuite to enable us to communicate with those inside and outside the church which will become increasingly important as new houses are built near the village centre.

Structure governance and management of the charity

Since 17th October 2017, the Parochial Church Council has been registered with the Charity Commission (Reg no 1175197) as required by the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

The PCC is supported by a Standing Committee and oversees the work of two sub committees, namely the Outreach Action Group and the Pastoral Action Group. The PCC met on 9 occasions during the year.

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

Ex Officio members

Incumbent:	The Revd. Timothy Ward
Licensed Reader:	Mrs Julie Allday
Wardens:	Mrs Jean Strickland

	Mr Kevin Durban Jackson	to 22 October 2020
	Mr Steven Phillips	from 22 October 2020
<i>Elected Membership:</i>	Mr Kevin Durban Jackson	from 22 October 2020
	Mr Andrew Blumer	
	Mr Peter Brown	
	Mr Steven Phillips	to 22 October 2020
	Mrs Sue Cox	to 22 October 2020
	Mr Tom Evans	Hon Treasurer
	Mrs Gaye Reynolds	
	Mr Roland Brackley	to 18 May 2020
	Mr Graham Thrussell	
	Mrs Esther Langrish	from 22 October 2020
	Mr Bernard Lane	from 22 October 2020
	Mr Chris Doman	from 2 November 2020
<i>Deanery Synod:</i>		
	Mrs Susan Martineau	from 22 October 2020
	Mrs Julie Allday	from 22 October 2020

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest in charge, curate, readers licensed to officiate in the parish), the churchwardens and members of the Deanery, Diocesan or General Synods and 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM) and serve for three years. Church members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by The Revd. Timothy Ward, PCC Chairman



Date 14 May 2021

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Mary's Church, Walberton

Church Lane, Walberton, Arundel BN18 0UD

Church Office: Unit G William Booker Yard, The Street, Walberton BN180PF

Registered charity no. 1175197

For the year ended 31st December 2020

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**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31ST DECEMBER 2020**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
INCOMING RESOURCES						
Donations & Legacies	2a	84,873	-	2,692	87,565	92,251
Activities for Generating Funds	2b	-	-	-	-	854
Investment Income	2c	124	68	-	193	338
Charitable Activities	2d	11,572	-	-	11,572	15,586
Other Incoming Resources	2e	149	-	-	149	235
TOTAL INCOMING RESOURCES		96,718	68	2,692	99,478	109,263
RESOURCES USED						
Cost of Charitable Activities	3a	98,957	-	3,344	102,301	103,389
Activities for Generating Funds	3b	-	-	-	-	555
Governance Costs	3c	1,685	-	-	1,685	1,643
TOTAL RESOURCES USED		100,643	-	3,344	103,986	105,587
NET INCOMING RESOURCES		-3,925	68	-652	-4,508	3,676
NET MOVEMENT IN FUNDS		-3,925	68	-652	-4,508	3,676
Balances Brought Forward		32,300	16,038	2,336	50,674	46,998
Transfer Between Funds		-	-	-	-	-
BALANCES CARRIED FORWARD		28,376	16,106	1,684	46,166	50,674

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**BALANCE SHEET
AS AT 31ST DECEMBER 2020**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	31-Dec-20 Total £	31-Dec-19 Total £
Fixed Assets						
Tangible Assets	1	-	-	-	-	-
Current Assets						
Debtors & Prepayments	5	-	-	-	-	-
Cash at bank and in hand	4	28,376	16,106	1,684	46,166	50,674
Total Current Assets		28,376	16,106	1,684	46,166	50,674
Creditors: Due within one year	6	-	-	-	-	-
NET CURRENT ASSETS		28,376	16,106	1,684	46,166	50,674
TOTAL ASSETS less current liabilities		28,376	16,106	1,684	46,166	50,674
Creditors: Due within one year	7	-	-	-	-	-
NET ASSETS		28,376	16,106	1,684	46,166	50,674
Funds of the charity						
Unrestricted Funds		28,376			28,376	32,248
Designated Funds	8		16,106		16,106	16,090
Restricted Funds	9			1,684	1,684	2,336
		28,376	16,106	1,684	46,166	50,674

This 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. Timothy ward, PCC Chairman:

TOWARD

Date 14 May 2021

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2020**

2. Incoming Resources

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
a) Donations and Legacies						
Gift Aid Donation		53,183	-	-	53,183	54,724
Gift Aid Tax Recoverable		15,862	-	-	15,862	17,981
Gifts & Donations		7,958	-	2,692	10,650	9,904
Collections Plate		5,298	-	-	5,298	9,020
Grants	12	1,044	-	-	1,044	500
Legacies		1,500	-	-	1,500	-
Visitors Box		30	-	-	30	122
		84,873	-	2,692	87,565	92,251
b) Activities for Generating Funds						
		£	£	£	£	£
Outreach		-	-	-	-	10
Harvest Supper		-	-	-	-	475
Walberton Open Gardens		-	-	-	-	369
		-	-	-	-	854
c) Investment Income						
		£	£	£	£	£
Bank Interest	5	124	68	-	193	338
		124	68	-	193	338
d) Charitable Activities						
		£	£	£	£	£
Youth Church		190	-	-	190	204
Parish Magazine		7,653	-	-	7,653	7,390
Churchyard and Service Fees		3,729	-	-	3,729	7,992
		11,572	-	-	11,572	15,586
3) Other Incoming Resources						
		£	£	£	£	£
Sundry Income		149	-	-	149	235
		149	-	-	149	235

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2020**

3. Resources Expended

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
a) Cost of Charitable Activities						
AudioVisual Costs		157	-	-	157	-
Charitable Giving		8,167	-	-	8,167	8,978
Church Running Costs		2,256	-	-	2,256	2,642
Churchyard Expenses		704	-	732	1,436	785
Churchyard Benches		-	-	2,145	2,145	-
Clergy Expenses		906	-	-	906	1,232
Communication Costs		400	-	-	400	441
Diocese Quota		57,062	-	-	57,062	54,867
Equipment Costs		794	-	-	794	310
Junior Church		120	-	-	120	700
Lych Gate		-	-	466	466	-
Music Costs		935	-	-	935	2,393
Office Costs		355	-	-	355	230
Office Rent		2,640	-	-	2,640	2,640
Organist Fees		-	-	-	-	410
Outreach		-	-	-	-	96
Parish Magazine Costs		292	-	-	292	250
Photocopiers Costs		5,513	-	-	5,513	6,347
Repairs and Maintenance		301	-	-	301	1,904
Salary Costs	11	8,288	-	-	8,288	8,324
Service Fees		1,224	-	-	1,224	1,631
Telephone Costs		491	-	-	491	464
Utility Costs		4,517	-	-	4,517	4,280
Vicarage Expenses		3,308	-	-	3,308	3,318
Visiting Speakers Expenses		194	-	-	194	399
Youth Church		334	-	-	334	749
		98,957	-	3,344	102,301	103,389
b) Cost of Generating Funds						
		£	£	£	£	£
Outreach		-	-	-	-	428
Harvest Supper		-	-	-	-	90
Walberton Open Gardens		-	-	-	-	37
		-	-	-	-	555
c) Governance Costs						
		£	£	£	£	£
PCC Governance		25	-	-	25	-
Insurance		1,660	-	-	1,660	1,643
		1,685	-	-	1,685	1,643

DIOCESE OF CHICHESTER

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2020**

4. Cash at bank and in-hand

	31-Dec-20	31-Dec-19
	£	£
Cash at bank and in hand	46,166	50,674
	<u>46,166</u>	<u>50,674</u>

5. Debtors & Prepayments

The PCC held no debtors during this or the previous financial period.

6. Creditors: Amounts Falling Due Within One Year

There were no short term liabilities held during this or the previous financial period.

7. Creditors: Amounts Falling Due In More Than One Year

There were no long term liabilities held during this or the previous financial period.

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY'S WALBERTON
DIOCESE OF CHICHESTER**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDING 31ST DECEMBER 2020**

8.Designated Funds	Balance 31-Dec-19	Income	Expenditure	Transfers	Balance 31-Dec-20
	£	£	£	£	£
Quinquennial Fund	16,038	68	-	-	16,106
	16,038	68	-	-	16,106

The churches designated funds are wholly represented by cash reserves held and are to be expended as described above

9. Restricted Funds	Balance 31-Dec-19	Income	Expenditure	Transfers	Balance 31-Dec-20
	£	£	£	£	£
Churchyard Fund	867	-	732	-	135
Churchyard Benches	500	2,642	2,145	-	997
Kitchen Appeal	-	50	-	-	50
Lych Gate Appeal	969	-	466	-	502
	2,336	2,692	3,344	-	1,684

The churches restricted funds are wholly represented by cash reserves held and are to be expended as described above

10. Analysis of Net Assets By Fund

	Unrestricted Funds	Designated Funds	Restricted Funds	31-Dec-20 Total	31-Dec-19 Total
	£	£	£	£	£
Fixed Assets and Investments	-	-	-	-	-
Current Assets	28,376	16,106	1,684	46,166	50,674
Liabilities (due in more than one year)	-	-	-	-	-
	28,376	16,106	1,684	46,166	50,674

11. Staff Costs and Numbers

	2020	2019
	£	£
Gross Wages and Salaries	8,288	8,324
Employer's National Insurance Costs	-	-
Pension Contributions	-	-
	8,288	8,324

Employees Who Were Engaged in each of the following activities:

	2020	2019
Activities in furtherance of organisations objectives:	2	3

The organisation operates a PAYE scheme to pay all employed members of staff and the organisation also employs members of staff on a self employed basis. No employees received emoluments in excess of £60,000. (2019: None)

12. Grants

St Mary's received £1,044 from HMRC under the Job Retention Scheme, in respect of reduced hours worked by one member of office staff during the Covid-19 pandemic.

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

This report on the financial statements for the PCC of the Ecclesiastical Parish of St Mary's Church, Walberton for the year ending 31st December 2020 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the regulations') and s.145 of the Charities Act 2011 ('The Act').

Respective Responsibilities of the PCC and the Examiner

As the members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of Regulations and section 114(2) of the Charities Act 2011 ('The Act') does not apply. It is my responsibility to issue this report on those financial statements accounts in accordance with the terms of the Regulations.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church Guidance, 2006 edition, issued from the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the account and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- 1) Which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the requirements of the Act, and the Regulations have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Alison Bestente CeFA CeMAP CeRER DipFA
Independent Financial Adviser FRN 755733
PO Box 147
Arundel
BN18 8DL

28th April 2021