

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 Mrs A Bestente
examiner: 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	2,396
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
Relevant professional
qualification(s) or body
if any

6/4/2025

Independent Financial Adviser FRN755733

Examiner's address

Box 147 Arundel BN18 8DL