

Trustees Annual Report and Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Mary's Church, Balcombe

St Mary's Church, London Road, Balcombe RH17 6PX

Registered Charity no. 1175472

For the year ended 31st December 2020

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Website: stmarys-balcombe.org

Incumbent: The Revd Canon Keith Richards, The Rectory, Haywards Heath Road, Balcombe RH17 6PA

Independent
examiner: Mr R Land-Smith, Deanlands, Stockcroft Road, Balcombe RH17 6LN

Bankers: Barclays PLC

Trustees Annual Report for 2020

Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the incumbent, the Revd Canon Keith Richards, 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;
- Getting to know Jesus better and making Him better known;
- Providing practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay; and
- Providing financial support to 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 considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on 'charities for the advancement of religion'.

For 2020 we discussed and planned the following objectives and activities to fulfil our aims:

- Enabling as many people as possible to worship at our church;
- Enabling as many people as possible to become part of our parish community;
- Teaching, baptising and nurturing new and existing believers;
- Maintaining an overview of worship throughout the parish;
- Considering how services can involve the many groups that live within the parish;
- Putting faith into practice, through prayer and scripture, music and sacrament;
- Offering worship and prayer, and learning about the Gospel, in small group situations;
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus;
- Providing pastoral care for people living in the parish, including visiting the sick and the bereaved and holding monthly communion services and carol services in the two local care homes;
- Providing, with the support of the Parish Council, a youth group with a Christian ethos;
- Supporting, and becoming involved in, the activities of Balcombe Church of England Primary School, including the 'Open the Book' initiative;
- Supporting other charities and missionary organisations, locally and nationally;
- Reaching out to the whole community; and
- Maintaining the fabric of the church building, both as a historic building and as a focus of life in the village.

The council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults.

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What we achieved and how we affected beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice and it is our great pleasure to welcome anyone from all walks of life to take part in the life of the church. We contend that voluntary attendance to worship the Lord Jesus Christ is a major demonstration of the public benefit of our activities.

As at 31 December 2020, there were 128 parishioners on the Church Electoral Roll, 22 of whom were not resident in the parish. No new members were added during the year and one was removed through death.

Since March 2020 we have prayerfully and carefully followed church and government advice in relation to the covid-19 pandemic. The average regular weekly attendance counted during October was 55 (including children). Our online streamed service was also downloaded by an average of 30 people weekly. Unfortunately, many of our usual services, including the school harvest festival and Christmas services, our Easter services and our Christmas Eve and Christmas Day services, were cancelled due to Covid-19 although we did hold our Advent and Christmas carol services. We also have been recording and making available online a weekly service since the beginning of the first lockdown.

"What an excellent display of faith and ingenuity in difficult times, thank you to everyone involved [in the Advent carol service]."

Again, due to Covid-19, there were no baptisms or weddings during the year although a total of eight funerals and memorial services were held in the church, a further two services were taken at local crematoria and there were five interments.

Review of the year

The year started with an Epiphany event kindly hosted by the Rector for the PCC, PCC Group members, duty holders and members of the Choir. It was good to get the Church family together at the beginning of the New Year, especially as life was going to dramatically change for us all in the months to come. Three new PCC sub-groups were formed early in 2020 in order to facilitate greater involvement from the congregation and community, and benefit from their skills in various areas of Church life. The sub-groups report directly to the PCC and are as follows: Mission and Renewal, Social and Fundraising and Buildings, Maintenance and Finance. The PCC met in January and early February via these sub-groups and details of their deliberations were received by the full PCC and discussed as necessary. At the end of January, the PCC, and those from PCC sub-committees, met with John Kemp, Diocesan Parish Advisor, regarding stewardship. We had an informative meeting with helpful advice regarding fundraising and parish giving options. As a result, we now have now set up a way of giving financially via a QR code, and we are currently considering the best device to enable contactless giving in the church building and at community events.

We have continued to keep active with Church governance but have had to adapt with the onset of Covid-19 restrictions and national lockdowns. We have regularly conversed via sub-groups - in person, on-line or in discussions on email - depending on the decisions to be made, consulting the full PCC when appropriate. We held our APCM on 6th September. We have continued to have all annual safety checks, a visit from the Church Architect and any maintenance necessary for the upkeep of the Church building.

Church services continue either physically in the Church or online. During times when we could hold public worship, before March 2020 and later with restrictions in place, we had two services each Sunday in the church (including a Family service on the first Sunday of the month), an Evensong once a month, Sunday Club (formerly Sunday School, which runs twice a month) and Play and Praise which is normally held four times a year, including the annual October Teddy Bears' Tea Party. We have three weekly bible house groups that generally meet Monday mornings and evenings during term time and a Wednesday morning bible group that meets monthly. Some of these groups (all of which are ecumenical) have continued since March with online sessions, or printed material for those in the local care home.

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During national lockdown, or at times when we felt that public worship should cease, we recorded one Eucharist service per week. This has been added onto our YouTube account and Facebook page - links are on our website, weekly newsletter and in the parish magazine. We also send out a weekly email to approximately 170 members of the wider church family which includes a link to a weekly service, offers of help or prayer requests and various information, such as requests for financial giving on behalf of the charities normally supported by St Mary's with food donations.

"..thank you for sending me the links to ...the online St Mary's Church Services, which are very much appreciated at this difficult time."

From March through to July, our Rector also wrote a weekly Pastoral letter and recorded a Friday Reflection. The letter and Friday Reflection were posted on our village Facebook (which has approximately 2500 members) and received many positive comments. We transcribed reflections for those without internet connection and have recently commenced this again as some of our congregation have been unable to take part in public worship since March. We also called and played reflections over the phone.

"...thank you for this morning's remembrance service and for all of the work that went into it. It was so good to have a service, even if not in the Church."

We held a Remembrance Sunday service on the Village Green outside the school. This was supported by the local British Legion and attended by the local community. We recorded the service and it was uploaded to the church and village Facebook pages.

We had several weddings and baptisms in the schedule for 2020 and these have mostly been re-booked for dates during the next two years. During the year, we continued to have funerals in the church and at the local crematorium, graveside burials and interments of ashes.

For most of the year we have managed to have the Church open on Sundays and Thursdays between 10am and 3pm for personal prayer and reflection. This has been greatly appreciated by the congregation and local community, particularly when we have not been open for public worship.

We sent out 800 cards at Easter and at Christmas to households within the village and parish of Balcombe.

The emphasis upon family and children's ministry continues. Sunday Club and Play and Praise take place in the church when possible. The youth group, Locus, continues to have a thriving group of young people (aged between 11 and 15) who meet twice a month (when possible) in person or online, to take part in a variety of activities. We are very thankful to Ros Merrick for running the Club, to Denise Vickerstaff for her support and to the Parish Council for providing volunteers to help run the sessions.

During the first lockdown, we recorded regular Bible story readings with an activity for the children who would usually attend Sunday Club and Play and Praise. We continue to send out activities once a month when Sunday Club is unable to meet. There are also two WhatsApp groups – one for Play and Praise parents and carers, and one for Locus youth group.

"We've just watched your wonderful [Children's] Easter Day service. Thank you..."

We have also maintained strong links with Balcombe Primary School despite Covid restrictions. The church conducts an assembly or bible story teaching each week during term time. The Rector will hold, or record, an assembly and a team present a dramatized Bible story, using the 'Open the Book' scheme run by the Bible Society. These have been recorded since March and have proved very popular with the children. We have been unable to hold School services in the church for the children this year but the Rector focuses his assemblies on the Christian Festivals at the appropriate time of year. We present every Year 6 leaver with a Bible when they leave Balcombe School.

A prayer group for those connected to the school also started in September, with a meeting every month since in the church or virtually. There are 8 members, some being from other local churches. This support is very much appreciated by the local school.

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"Your support for our pupils will make a huge difference to many families, not just during the current difficult times, but in the future too."

A grant of nearly £3,000 was committed to Balcombe School for the purchase of laptops for children without on-line access at home. This is to be funded partly from the School Fund and partly from the Mrs Robinson fund. Regarding the latter, a request was made to the Charity Commission to slightly widen the purpose of this restricted fund to enable us to make such donations and this was granted in December 2020.

We held a successful pancake event on Shrove Tuesday. The children were able to visit the Parish Room on their way home from school to enjoy a pancake and think about the reason we make pancakes just before the start of Lent. We also held an Ash Wednesday service and four Lent group meetings (which continued via email when we were unable to meet in person). Approximately 10 people attended four Lent Lunches during which we had a short poignant reflection alongside the viewing of paintings from The Passion, a short Eucharist service and a simple Lenten lunch which raised funds for the Chestnut Tree Children's Hospice.

Deanery Synod meetings continue to be attended when possible, the most recent via Zoom. We also had several members of the congregation attend the Deanery Synod Day at the beginning of February.

The annual World Day of Prayer Ecumenical service was hosted by St Mary's early in March and was well attended. Refreshments were provided by Church members and enjoyed after the service.

The Pastoral Care Team is responsible for hospital and home visits and home communions. At the beginning of the year this team also visited the two care homes in the village where monthly communion services were held. Since March, as mentioned, weekly letters have been sent to the residents with bible readings and a short study. A Carol service was recorded at Christmas and sent out to both care homes for the benefit of both residents and staff.

Our church choir continues to thrive despite difficult circumstances with wonderful socially distanced performances at Harvest, All Souls' Eucharist, an outdoor Christmas village event, Advent Carols and our Carol Service just before Christmas. We are very grateful to Max Preston-Bell for acting as our Music Director and to the members of the St Mary's choir.

The refurbished bells have continued to ring when possible with our Captain's family regularly ringing four of the bells prior to services, and at times of celebration.

Fundraising has been challenging this year, but we continue to have the '100' Club making an important contribution to Church funds. The monthly parish magazine, as well as containing information about our church services and activities, has information from the local Catholic Parish of Worth Abbey. It is the only printed source of information and publicity for village societies and events. Under challenging circumstances, the magazine team have continued to produce this valued contribution and we are very grateful to all those involved.

Sadly, due to the onset of the pandemic, we had to cancel a concert which was arranged for 17th March. We were looking forward to hearing the 'The Kingsmen' singers from Cambridge University, and very much hope to be able to re-book them in the future. All other events planned by the Event and Fundraising Committee have had to be postponed. However, the Church has applied for and been granted an alcohol licence with West Sussex Council. We hope that this will help us raise greater funds through the sale of alcohol at future fundraising events.

As usual, we split our Harvest donations between two local charities. We donated the goods from the congregation to Family Support Work, and the offerings from the school were given to the village collection and sent on to the Easter Team in Crawley.

Mothers' Union Takeaway Harvest Teas proved extremely popular with all 44 teas being reserved several days before the event. The total raised was £285. The money was split between local MU projects, including Away From It All which provides free holidays for families who would not otherwise be able to have one, and the Eastbourne Family Contact Centre which enables separated families to meet in a neutral venue.

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We continue to receive several family history enquiries and the burials and monumental inscriptions database created for us by a member of the Balcombe History Society is invaluable in enabling us to provide detailed information when responding to these requests.

The work being undertaken to renovate the churchyard has nearly been completed, we are just awaiting boundary confirmation from the Council. The Rector, Churchwardens, Administrator and some members of the congregation have met several times during the year with a Balcombe Parish Councillor to consider the options with regard to the expansion of the graveyard burial ground. At present we have space for interments, but the number of burial plots left remains low.

This has been a challenging year but one full of growth through the necessity to adapt and change to suit a different way of life, and still continue to provide outreach to those in the Church family and community. We are very grateful to all those who are part of the regular congregation and many others for their support and help.

"[Our] work would not be possible without the support of people like you."

As well as the support to the school referred to above, further donations totalling £2,803 were made to a number of mission and charitable societies, including Chichester Diocesan Family Support Work, the Children's Society and Médecins Sans Frontières. We also raised £167 for the Chestnut Tree Hospice from our Lenten Lunches, although these sadly too had to be curtailed due to Covid-19.

Other monies, collected as agent, were passed on to Chichester Diocese (in respect of their share of fees for wedding and funerals) and the relevant funeral directors or charities in relation to collections at funerals. There were no balances held at the year end.

Financial Review

The total income on general unrestricted funds was £78,980 (2019 - £70,500) and is detailed in the Financial Report. Unexpectedly, general donations and legacy income was some £13,000 higher than in 2019. Our original reforecast of income at the time of the first lockdown anticipated a considerable fall in collection income in particular. However, we re-opened the church as soon as possible and our collection income did not fall by the amount feared. Further, we had some new donors via the Parish Giving Scheme and we were extremely fortunate to receive a number of large one-off donations to see us through the current crisis. Our fee income, on the other hand, saw a substantial fall due to a smaller number of funerals being held and no weddings. Fundraising was also inevitably hit.

Income on our restricted funds mostly comprised a donation of £2,000 to our School Fund to help finance our commitment to provide Balcombe Primary School with ten ipads. This amount has been spent since the year end.

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £37,326 paid to the diocese for our share of the Diocese Parish Ministry Costs. Approximately 52% of this amount relates directly to the clergy costs of this parish such as housing, stipend and pension, the remainder going towards the shared costs of the Christian family including a standard sum for diocesan central costs, clergy training and a contribution to national church funds, as well as assistance towards the upkeep of churches less able to manage than ourselves.

We have always striven to meet our allocated parish share in full. However, given that our forecast for 2020 was for a substantial deficit, even before the onset of Covid-19, we reluctantly reduced our commitment to 80%. As noted above, we have now been blessed with some large donations together with lower than anticipated costs in 2020. Whilst things currently remain uncertain, we will review our financial position and our parish share commitment later in the year.

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Staff and contract costs

Our youth worker left during 2019 and has yet to be replaced, the youth group being run by volunteers in the meantime. Our only employee was therefore our parish administrator. Details of employment costs are provided in note 9 to the accounts.

The services of a gardener, to maintain the churchyard, and some organists are also paid for although we benefitted from our volunteer music director donating his services for free during the year.

Other costs

We are generally managing to keep our basic general costs (including church and churchyard running costs and administration costs) at a steady level. We are in the fortunate position of having our fabric fund to cover necessary expenditure on repairs to the church and our legacy funds to cover additional discretionary expenditure such as on the churchyard and to finance our parish administrator.

Trustee payments and expenses

The PCC supported the clergy by paying council tax of £2,080 and water and environmental charges amounting to £380 for the rectory plus other annual costs towards broadband amounting to £436.

Payments to trustees and persons connected to trustees are set out in notes 10 and 11 to the accounts.

Why we hold some money in reserve

It is PCC policy to maintain a balance on the general unrestricted funds (excluding property) which equates to approximately two months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £23,445 is in excess of this level due the large one-off donations received during the year and our lower than anticipated costs. This will stand us in good stead in the uncertain times in which we still find ourselves, particularly given the ongoing restrictions as a result of the Covid-19 pandemic and the inevitable impact on church collections and fundraising. Going forward, we still need to concentrate on increasing our regular giving income to meet the level of our annual general costs.

We also have considerable funds received from legacies, £150,000 of which has been invested and the remainder placed in a deposit account while plans are established for these funds. Our legacy policy is to use legacy gifts to help fund significant development projects in the parish, whether buildings, equipment, mission or staff.

As well as holding the above general and designated reserves, from time to time the PCC receives restricted donations for expenditure on particular purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the donation. Details of our restricted funds are given in Note 15 to the accounts.

Structure, governance and management of the charity

The Parochial Church Council (PCC) is registered with the Charity Commission as required by the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

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

Ex Officio members

Incumbent:	The Revd. Canon Keith Richards	
Reader:	Mrs Rosemary Corder	
Wardens:	Mrs Karen Deck	(appointed as warden - September 2020)
	Mrs Jacky Hall	(resigned as warden - September 2020)
	Mrs Denise Vickerstaff	(re-appointed as warden - September 2020)
Deanery Synod	Mrs Rachel Field	(appointed - September 2020)
	Mrs Jane Lindsay-Stewart	(appointed - September 2020)
	Mrs Denise Vickerstaff	(appointed - September 2020)

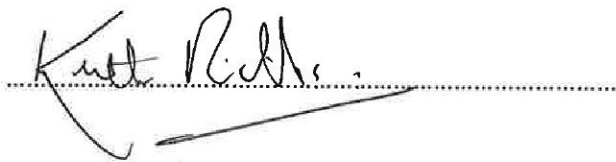
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<i>Elected Members</i>	Mrs Paula Bennett	
	Miss Caroline Carpenter	
	Mrs Rachel Dinneen	Secretary
	Mrs Sue Etheridge	
	Mr Mostyn Field	
	Mrs Jacky Hall	
	Mrs Julie Mitchell	
	Mr Paul Mitchell	
	Mrs Lorna Robinson	
	Mrs Jenny Smith	(resigned – September 2020)
	Mrs Rosy Telford	(resigned as Treasurer – October 2020)
	Mr Charles Wilson	

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent and the lay reader licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and up to 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

The PCC has a Standing Committee as required by law. This committee has the power to transact the business of the PCC between its meetings, subject to any directions given by the full PCC.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by The Revd. Canon Keith Richards, PCC Chairman



Date.....26 March 2021.....

Summary of Financial Receipts and Payments

The financial effect of our activities during the year can be summarised as follows:

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	General Fund	Designated Funds		All Funds 2020	All Funds 2019	
	£	£	£	£	£	
Income and endowments from:						
Donations and legacies	59,496	-	2,008	61,504	51,256	
Charitable activities	2,943	-	-	2,943	4,969	
Other trading activities	14,388	-	172	14,560	16,884	
Investments	2,153	-	-	2,153	2,578	
Total received	78,980	-	2,180	81,160	75,687	3
Expenditure on:						
Cost of raising funds	110	-	-	110	171	
Charitable costs	55,210	6,252	3,829	65,291	77,804	
Trading costs	4,914	-	-	4,914	6,939	
Investments	-	-	-	-	-	
Total paid	60,234	6,252	3,829	70,315	84,914	6
Net income / (net expenditure)	18,746	(6,252)	(1,649)	10,845	(9,227)	
Transfers between funds	(150)	-	150	-	-	
Net movement in funds	18,596	(6,252)	(1,499)	10,845	(9,227)	
Bank accounts at 1 January	4,849	25,388	25,939	56,176	65,403	
Bank accounts at 31 December	23,445	19,136	24,440	67,021	56,176	A&L

St Mary's Church, Balcombe registered charity number 1175742

Statement of Assets and Liabilities

Our assets and liabilities at the year-end were as follows:

	<i>Unrestricted</i>			<i>Total</i>	<i>Total</i>	
	<i>General</i>	<i>Designated</i>	<i>Restricted</i>	<i>All</i>	<i>All</i>	
	<i>Fund</i>	<i>Funds</i>	<i>Funds</i>	<i>Funds</i>	<i>Funds</i>	<i>Notes</i>
	£	£	£	£	£	
Assets:						
Cash	-	-	31	31	-	
Bank current accounts	23,445	12,061	-	35,506	11,906	
Bank deposit accounts	-	7,075	24,409	31,484	44,270	
Total bank and deposit accounts	23,445	19,136	24,440	67,021	56,176	
2971 CBF Investment Fund shares	-	100,000	-	100,000	100,000	13
29875 CBF Fixed interest Securities Fund shares	-	50,000	-	50,000	50,000	13
Investment assets at cost	-	150,000	-	150,000	150,000	
Total bank deposits and investments (at cost)	23,445	169,136	24,440	217,021	206,176	
Gift Aid recoverable	2,449	-	-	2,449	1,602	14
Other debtors	-	-	-	-	-	
Debtors	2,449	-	-	2,449	1,602	
Piano	4,462	-	-	4,462	4,462	
Sound system	9,366	-	-	9,366	9,366	
Photocopier	6,231	-	-	6,231	6,231	
Tangible fixed assets at cost	20,059	-	-	20,059	20,059	
Total assets	45,953	169,136	24,440	239,529	227,837	
Liabilities:						
Grant for youth worker received in advance	-	-	-	-	122	
Utilities used since last billed	406	-	-	406	664	
Hall fees due	-	-	-	-	50	
Balcombe Primary School for ipads	-	-	2,955	2,955	-	
Total liabilities	406	-	2,955	3,361	836	

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. Canon Keith Richards, PCC Chairman:



Date 26 March 2021

Notes to the Financial Report

1 The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.

2 The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.

3 Total receipts can be analysed as follows:

	Unrestricted		Restricted Funds	Total All Funds 2020	Total All Funds 2019	Notes
	General Fund	Designated Funds				
	£	£	£	£	£	
Tax efficient planned giving (excl. tax refunds)	30,534	-	-	30,534	27,963	
Other planned giving	190	-	-	190	841	
Loose cash collections and other donations	20,898	-	2,008	22,906	11,891	
Gift Aid recovered	7,774	-	-	7,774	9,035	
Legacies	100	-	-	100	-	4
Grants	-	-	-	-	1,526	5
Donations and legacies	59,496	-	2,008	61,504	51,256	
Fees for weddings & funerals	2,943	-	-	2,943	4,969	
Charitable activities	2,943	-	-	2,943	4,969	
Fund-raising	6,910	-	-	6,910	8,436	
Sales of the parish magazine	2,822	-	-	2,822	2,587	
Magazine advertisement fees	4,425	-	-	4,425	5,430	
Youth group subscriptions	-	-	124	124	161	
Other	231	-	48	279	270	
Other trading activities	14,388	-	172	14,560	16,884	
Bank deposit interest	495	-	-	495	606	
CBF Fixed Interest Securities dividends	1,658	-	-	1,658	1,972	
Investments	2,153	-	-	2,153	2,578	
Total received on all funds	78,980	-	2,180	81,160	75,687	

4 The 2020 legacy income represents a bequest from the estate of the late Mrs Gwen Hobbs.

5 The grants received in 2019 represent amounts received from the Listed Places of Worship Scheme towards VAT incurred on works to the fabric and from Balcombe Parish Council towards the costs of the youth worker.

St Mary's Church, Balcombe registered charity number 1175742

Notes to the Financial Report

6 Total payments can be analysed as follows:

	Unrestricted		Restricted	Total	Total	Notes
	General	Designated		All Funds	All Funds	
	Fund	Funds	Funds	2020	2019	
	£	£	£	£	£	
Stewardship costs	110	-	-	110	171	
Cost of raising funds	110	-	-	110	171	
Charitable grants and donations	2,557	-	246	2,803	3,243	7
Parish share to Chichester Diocese	37,326	-	-	37,326	45,016	8
Salaries and honoraria incl NI	-	5,400	-	5,400	5,998	9
Clergy expenses (including rectory)	2,992	-	-	2,992	3,041	
Organists	132	-	-	132	201	
Provision of services	1,837	-	-	1,837	3,012	
Junior church	-	-	-	-	-	
Church running costs and maintenance	4,542	-	-	4,542	4,901	
Insurance	3,092	-	-	3,092	3,092	
Repairs and renewals and Quinquennial costs	-	-	3,336	3,336	2,791	
Upkeep of churchyard	2,039	612	-	2,651	4,712	
Administration, printing and stationery	693	-	-	693	1,477	
Youth group activities	-	-	247	247	320	
Other charitable costs	-	240	-	240	-	
Charitable costs	55,210	6,252	3,829	65,291	77,804	
Fund-raising events and activities	3,043	-	-	3,043	4,288	
Parish magazine printing	1,336	-	-	1,336	1,360	
Other trading costs	535	-	-	535	1,291	
Trading costs	4,914	-	-	4,914	6,939	
Investments	-	-	-	-	-	
Total paid on all funds	60,234	6,252	3,829	70,315	84,914	

7 Details of charitable grants and donations are given in the Trustees Report.

8 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs.

9 Payments to PCC employees were as follows:

	2020	2019
	£	£
Wages, salaries and honoraria	5,400	5,998
Employer National Insurance	-	-
Employer pension contributions	-	-
	5,400	5,998

Notes to the Financial Report

10 Payments to PCC members

The Revd Canon Keith Richards, as a trustee, received a refund of expenses amounting to £nil (2019 - £491), broken down between travel of £nil (2019 - £265) and IT costs of £Nil (2019 - £226).

Jane Lindsay-Stewart, a member of the PCC, was paid £5,400 (2019 - £5,400) for the provision of administration and business services.

No other payments were made to PCC members except in reimbursement for purchases they personally and properly made on behalf of the PCC.

11 Transactions with persons related to PCC members

Payments totalling £2,651 (2019 - £4,613) were made to Neil Lindsay-Stewart, the husband of Jane Lindsay-Stewart, for services relating to the maintenance and renovation of the churchyard.

12 Transactions with related charities

The Friends of St Mary's Balcombe Trust, a separate charity, is a related party to this PCC. Keith Richards, Denise Vickerstaff, Charles Wilson and Rosemary Corder are trustees of that charity. The Balcombe Parish Room is also a separately registered charity of which the churchwardens are trustees. Sue Etheridge is also on the management committee of this charity. Rosy Telford is a trustee of the Balcombe Gardeners' Association.

The only payments to these connected parties during the year were payments totalling £70 (2019 - £200) to Balcombe Parish Room for room hire for the youth group meetings. The only receipt during the year from connected parties was £120 (2019 - £120) from the Balcombe Gardeners' Association for the printing of their year book.

13 Investments

The 2,971 shares in the CBF Church of England Investment Fund cost £100,000 and had a bid market value of £138,511 at 31 December 2020 (2019 - £125,655) and the 29,875 shares in the CBF Church of England Fixed Interest Securities Fund cost £50,000 and had a bid market value of £50,535 at 31 December 2020 (2019 - £48,838).

14 Gift Aid is recoverable on donations received up to year end, the last submitted claim having covered donations to 31 December 2019.

15 Statement of funds

Restricted funds are not invested permanently but are to be spent within reasonable timescales.

The Major Projects Fund is restricted to projects relating to, and maintenance of, the church building.

The Organ Appeal Fund is a historic fund which will be used for major repairs to/replacement of the organ.

The balance brought forward on the School Fund represents donations to be used to assist Balcombe Church of England Primary School in developing its religious and spiritual environment. A further £2,000 was received during the year to help fund some ipads for Balcombe Primary School and this amount has been expensed since the year end.

The Youth Group Fund represents funds belonging to the youth group, Locus.

The Mrs Robinson Fund represents funds restricted to help needy children and women in the parish. A sum of £1,000 has been committed from this fund to help fund some ipads for Balcombe primary School. This amount has been expensed since the year end.

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides. The Legacies Fund represents legacies received that, in accordance with our legacy policy, are to be spent on development projects in the parish.

The summary of receipts and payments by fund appears on the next page.

St Mary's Church, Balcombe registered charity number 1175742

Notes to the Financial Report

15 Statement of funds (continued)

Receipts and payments by fund, together with opening and closing cash and investment balances (at cost) can be summarised as follows:

	Cash and investment balances 1 Jan 2020	Receipts	Payments	Transfers	Cash and investment balances 31 Dec 2020
	£	£	£	£	£
Major projects/fabric	15,568	-	(3,336)	-	12,232
Organ appeal	5,214	-	-	-	5,214
School and children fund	2,005	2,000	(246)	-	3,759
Youth group	262	180	(247)	150	345
Mrs Robinson fund	2,890	-	-	-	2,890
Total of all restricted funds	25,939	2,180	(3,829)	150	24,440
Designated fund - Legacies	175,388		(6,252)	-	169,136
General fund	4,849	78,980	(60,234)	(150)	23,445
Total of all unrestricted funds	180,237	78,980	(66,486)	(150)	192,581
Total cash and investment balances	£206,176	£81,160	£(70,315)	-	£217,021

Independent Examiner's Report to the PCC of St Mary's Church, Balcombe for the Year Ended 31st December 2020

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Mary, Balcombe, on the annual report for the year ended 31st December 2020 set out on pages 7 to 12.

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 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.


Examiner's signature

Examiner's name CAPITALS

Date

Relevant professional qualification(s) or body if any

Examiner's address


 R. LAND SMITH
 7/4/2021
 AAT
 DEANLANDS, STOCKCROFT ROAD, BALCOMBE, RH12 6LN