

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 2021

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Website: stmarys-balcombe.org

Incumbent: In interregnum (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 2021

Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the incumbent, who was the Revd Canon Keith Richards until he retired in May 2021, 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 2021 we discussed and planned the following objectives and activities to fulfil our aims:

- Enabling as many people as possible to worship at our church, whilst taking account of Covid restrictions;
- 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.

Trustees Annual Report for 2021

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 2021, there were 124 parishioners on the Church Electoral Roll, 29 of whom were not resident in the parish. No new members were added during the year and four were removed either through death or because they moved away from the area.

During the year, 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). The school harvest festival, which also took place in October, was attended by a total of 119 children and adults. The number attending worship on Easter Day was 164 and the number attending on Christmas Eve and Christmas Day was 160.

*"What a lovely
[Mothering
Sunday]
service."*

During the year, there were four baptisms and four weddings, together with a wedding blessing and a renewal of vows. The General Registry Office changed the legal procedure for weddings in May last year and we have adopted the new format and complied with all regulations. A total of five funerals were also held in the church and a further three services were taken at local crematoria. In addition to the above, there were five interments during the year. Our church continues to be appreciated by our parishioners, and many others, as a space where life events are celebrated with joy and thanksgiving.

Review of the year

The year started in lock-down, with Father Keith continuing to lead our weekly services of Holy Eucharist online. These proved to be successful and were also viewed beyond the parish, receiving positive comments on YouTube. We communicated by email with our wider church family totalling some 180 people, particularly during lockdown, to provide them with regular updates and a link to the weekly services, which were also uploaded to both St Mary's and the village Facebook pages. Father Keith's weekly sermons and reflections were also transcribed and delivered in person to those of us who weren't able to access the internet.

As Covid restrictions continued, church governance was maintained through PCC subcommittee meetings online and also in person (when allowed). These sub-groups report directly to the PCC and are set up as follows:

- Mission and Renewal;
- Buildings, Maintenance and Finance; and
- Social and Fundraising.

From 7th March we were permitted to resume holding Sunday services at 8am and 10 am in our beloved church, albeit in a modified form, reduced in length and observing strict social distancing with rigorous adherence to national guidelines to prevent the spread of Covid.

Sadly, we said goodbye to Father Keith after Easter and wished him well as he moved away to Norfolk at the end of April to enjoy his retirement. We were grateful for his caring ministry over the two years he was with us, and particularly during bleak periods of lockdown. His recorded services his weekly reflections in the company of his dog, Ted, maintained continuity and gave us encouragement. His wealth of knowledge and experience as well as his unscripted sermons were an inspiration.

Since entering into interregnum in May, and despite continued, but gradually less demanding, Covid restrictions, our church family has been striving to maintain and build up the work and activities of St Mary's and its spiritual and physical presence in the wider community.

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We have been very blessed with the assistance of a wonderful group of retired clergy who have joined us every Sunday to lead our Communion Services (BCP) at 8am and Parish Eucharist Services at 10am. Family Services (non Eucharistic) are held on the first Sunday each month, led by a member of our church family, and which included a new style Forest Church service held outside during fine weather in June, enjoyed by all ages of our church family.

Special services and Festivals were also observed during the year, with congregations continuing to wear masks and observing social distancing:

- Mothering Sunday on 14th March.
- A full programme of services for Holy Week and Easter. Services included: a Eucharist service on Maundy Thursday; a children's Easter Garden Service (with hot cross buns) at 10am and Reflections of the Cross, with readings and music at 2pm on Good Friday; and services of celebration on Easter Day, with lighting of the new fire of Easter and giving of Easter eggs.
- A celebration of Pentecost, held on 23rd May
- Our annual Pet Service, held outside on 4th July. Always fun!
- Harvest Festival took place on 3rd October. As well as being a service of thanksgiving, our donations of food were distributed to Crawley Easter Team and local food banks. This year village clubs and societies were invited to enter a competition for "The Best-dressed Church Windowsill". This was a great success. Much effort went into decorating each windowsill and the result was beautiful, with every window worthy of a prize.
- Our All Souls' Service was held on the evening of 7th November and candles were lit in memory of our loved ones. The church was kept open throughout the day for people to come and reflect and to light a candle.
- We were able to hold Remembrance Sunday this year back in St Mary's, and not outside as in 2020. We welcomed back Revd. Desmond Burton to lead the service, which is attended by the local Royal British Legion, the Balcombe Scouts groups and members of the wider community.
- All Advent and Christmas services were well attended, with congregations remaining masked and following national guidelines. The beginning of Advent was marked with a Family Christingle Service and a Candlelit Service of readings and carols for Advent. Christmas celebrations began with a Candlelit Service of Nine Lessons and Carols on 19th December. Our Crib Service and Midnight Eucharist on Christmas Eve was followed by Eucharist services at 8am and 10am on Christmas morning and the Feast of St Stephen which fell on the following day.

"The church looked wonderful as did the window displays. Such a great effort for the harvest celebration."

The church was also open for the period of mourning following the death of the Duke of Edinburgh for anyone wishing to pay their respects and for reflection and prayers.

We are very grateful to Max Preston-Bell for acting as Director of Music; his commitment has enabled the music to flourish during the year as restrictions are being gradually lifted. During the past year the choir has also gradually increased in number. We are very fortunate indeed to have a very able young student playing the organ and assisting at various services.

We are also very grateful to the bellringing Captain, John Moore, who leads our bell ringers every Sunday and at weddings and other notable occasions. In March, a year after lockdown, the tenor bell at St Mary's, together with many other bells countrywide, was tolled to remember those who had died due to the pandemic. On 10th April, the day following the death of the Duke of Edinburgh, the tenor bell was tolled, half muffled, 99 times, the age of Prince Philip on his death. We are very grateful to the team and those from other churches who help us.

For our younger members, Sunday Club is held once a month during the 10am Eucharist and Play and Praise, a service for pre-school children, was held twice last year.

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Locus Youth Club (for the 11 – 15yrs age group) organised by Rosalind Merrick, meets once a month for a wide range of different activities, and continues to thrive. There has been a big influx of numbers since the New Year, with numbers varying from 6-17. Various activities during the year have included a trip to Ardingly Reservoir for paddle boarding, forest activities, a light party and crafts.

We have been able to continue our Bible House Groups during this difficult time, mainly online, but also in person when that has been possible. These take place on Monday evenings during term time.

Throughout the year we maintained an Avon House Rest Home group on a Monday morning in term time. Copies of the study were sent during lockdown, when visiting was not permitted. Later we were initially able to meet outside and then inside, with necessary safeguards in place. It is greatly encouraging that most of the residents attend most weeks. Thanks to the internet, we were able to hold our annual Lent course, as well as an Alpha course, online.

Mothers' Union held several events during the year, including a Christmas afternoon tea. Sadly, the local branch has now closed, but we will still continue to fundraise for the local MU and its work.

Since the beginning of the interregnum, communication with the wider community has been maintained in a number of ways, including through the village Facebook and website and via our pages in the Balcombe Village Magazine. A number of members of the church community have written the regular 'Words from the Rectory' letter in order to maintain continuity and assurance of the role of St Mary's within the community.

The church continues to be kept open on Sundays and Thursdays between 10am and 3pm for personal prayer and reflection.

The pastoral care team is still active within the village, and values being kept informed by our church family and friends in the village about people who are or may be in need of help in any way. We also provide a contact number for people to use in order to reach us.

As in the previous year, we sent out 800 cards at Easter and at Christmas (this year with a handwritten message) to households within the village and the parish of Balcombe.

As last year, members of the choir led the carol singing at the village Christmas market event in December and members of the Pathfinders after school club dressed as Nativity characters and lead the choir in a procession to the manger. In line with national guidelines for care homes a small number of choir members (Covid tested) were permitted to resume their annual short carol service at the care homes; at Avon House a larger group sang for residents from outside also. This had not been possible in 2020.

"St Mary's Church plays a crucial role in supporting and guiding us as a Church of England primary school."

Our links with Balcombe School continue to strengthen. A Governing body sub-group was set up during the year. This group, which included governors, staff, parents and members of the church community, looked at spiritual development in the school. This group progressed the adopting of a covenant between the school and church (there is a copy on the wall near the font). The monthly prayer group for the school continues – attended by a group of church members and parents. All members of the school, restrictions permitting, attend a service in the church at harvest, Christmas and Easter, and have a leaving service at the end of the school year. Some members of St Mary's also run a well-attended after-school club, Pathfinders at which activities are based on a different Bible story or faith theme each week.

The "Open the Book" team continued to work together to produce wonderful and inventive adaptations of Bible stories to be presented to the children online. The pupils greatly enjoy watching them but also look forward to a time when they can return to taking an active part in these presentations. The technicality of putting together these online presentations is a time-consuming activity which has been mastered single-handedly by Charles Wilson. Assemblies are also led twice a month by Denise Vickerstaff and Charles Wilson. From May these were able to be given in person.

We made donations out of our School and Mrs Robinson funds totalling £2,955 to the school to help fund iPads to enable children to access online teaching during the Covid-19 restrictions. Our School Fund also funded the provision of bibles for all school leaving and a further grant of £546 was made to aid spiritual development in the school.

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After being asked by Buttercup Barn Nursery to provide a bi-weekly bible story from September 2021 we are pleased to know that the children really enjoy these sessions.

We held our APCM on 25th April. During 2021 Alison Carrington took over administrative and finance duties from Rosy Telford and Jane Lindsay-Stewart. We would like to offer our thanks to both Rosy and Jane for their years of support, which have been vital to the running of St Mary's and we are very pleased that they continue to be involved in different ways with various aspects of church life.

Jeff Thompson heads up the Buildings, Maintenance and Finance (BMF) Sub Committee and has been involved in several meetings to progress building works with the architect, quantity surveyor and building surveyor. We are very grateful to have received some significant and generous donations to help with this work. We have continued to have all annual safety checks, i.e. Chubb, PAT testing and the lightning conductor.

Discussions continue with regard to the new burial ground for St Mary's.

Deanery synod meetings are attended, when possible, by our Deanery Synod Representatives (one of which is Chair) and the church community are always welcome to attend and do so on occasions.

We held our annual Church Beach Day at Ferring in August. Thank you to Rosemary Corder for hosting this event at her beach hut. This was great fun, enjoyed by a group of all age ranges.

The Balcombe Fete made a welcome and popular return to the recreation ground in September, helped by the glorious weather it was well attended and St Mary's Church held a stall - 'turning wine to water' – which was a great success, even though the 'wine' ran out too quickly! Many thanks to Mostyn and Rachel for organizing this.

Understandably, fundraising has been challenging again this year. We continue to hold the monthly 100 Club which provides a vital contribution to funds. The problems of holding public performances has affected all branches of the arts during the last years. However, with restrictions on numbers and social distancing, we managed to hold a wonderful concert in early December with Coro Nuovo giving a sterling performance of Christmas music. Out of necessity, this performance did not have an interval, but concert goers were given a small 'party pack' of mince pies on leaving the church. We are happy to report that more fundraising events are being planned, hopefully with fewer restrictions, for the year ahead.

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.

"[Your donation] will make such a difference to the work that we are doing to support elderly and lonely people in our community."

As well as the support to the school referred to above, further donations totalling £2,760 were made to a number of mission and charitable societies, including Chichester Diocesan Family Support Work, Off The Fence Trust, Crawley Refugees Welcome, Befriended and BeWith. In addition to this, collections were also raised for the following charities:

- | | |
|----------------------------|------|
| • The Royal British Legion | £355 |
| • Crawley open House | £60 |
| • The Childrens' Society | £87 |

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.

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Financial Review

The total income on general unrestricted funds was £70,654 (2020 - £78,980) and is detailed in the accounts.

The main fall was in donation and legacy income which was nearly £8,000 lower than in 2020, due to the fact that we received a number of large one-off donations in that year. Our fee income increased, with the return of some weddings in the church, although fundraising was low due to the restrictions in place during much of the year.

Income on our restricted funds totalled £12,306 (2020 - £2,180) and included £10,000 of donations towards the fabric of the church and churchyard together with a donation of £2,000 to our School Fund.

Total costs in our general unrestricted funds were £68,868 (2020 - £60,234) and are detailed in the accounts, resulting in a surplus for the year before transfers on the unrestricted funds of £1,786 (2020 - £18,596).

Movements on restricted funds are set out in note 15 of the accounts.

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £46,800 (2020 - 37,326) paid to the diocese for our share of the Diocese Parish Ministry Costs. Approximately 53% 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.

As noted in last year's report, whilst we have always striven to meet our allocated parish share in full, we reluctantly reduced our commitment for 2021 to 80% of our full share. However, we reviewed our financial position as the year progressed and are pleased that we managed to make additional payments so as to meet our full share. In relation to 2022, given the ongoing uncertainties and the fact that we are in interregnum, we again pledged a reduced amount (some 86% of our full share), albeit with an ongoing commitment to review the position throughout the coming year and make additional payments if we are able to do so.

Staff and contract costs

It has proved difficult to recruit a youth group leader so our youth group has continued to be run by volunteers. Our only employee during the year was therefore a 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 strive to keep our basic general costs (including church and churchyard running costs and administration costs) at a steady level although the 2021 figures include some costly boiler repairs and tree maintenance costs. We are however in the fortunate position of having our fabric fund to help 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 £666 and water and environmental charges amounting to £253 for the rectory plus other annual costs towards broadband amounting to £374 (some of which cover the period when the rectory was empty).

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 seek to maintain a balance on the general unrestricted funds which equates to a minimum of approximately three months' worth of unrestricted payments as contingency against unforeseen situations, together with a further £50,000 for fabric repair emergencies, given that we are a Grade 1 listed building.

The closing balance on our general funds of £25,231 is a little in excess of three months' worth of our general running costs, largely due the large one-off donations received during 2020. However, our cost base is vulnerable to quite considerable increases - not simply because of the overall economic climate but because we currently benefit from

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much volunteer time, which we would ordinarily pay for, and our parish administrator costs are currently being funded out of legacy funds. Going forward, we still need to concentrate on increasing our regular giving income to meet the overall level of our annual general costs.

As to fabric repair emergencies, we do have a restricted fabric fund, which has a year end balance of £19,334. Whilst some of this has been given for specific projects, some is available for other fabric related costs. The balance required to maintain the proposed level of our fabric repair emergency fund equates to some £40,000 and would currently be funded from our legacy funds (see below).

We are fortunate to have considerable designated funds, representing monies received from some substantial legacies, £150,000 of which we invested, with the balance held in a deposit account. 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 the funding of the parish administrator and the maintenance of a suitable fabric emergency repair fund (see above), it is envisaged that a substantial portion of the legacy funds will be used on planned renovation work to the church.

As well as holding the above general and designated reserves, the PCC from time to time 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	(retired May 2021)
Reader:	Mrs Rosemary Corder	(resigned from PCC in April 2021 and resigned as Reader in September 2021)

Wardens:	Mrs Karen Deck
	Mrs Denise Vickerstaff
Deanery Synod	Mrs Rachel Field
	Mrs Jane Lindsay-Stewart
	Mrs Denise Vickerstaff

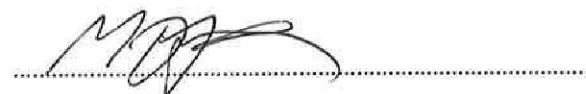
Elected Members	Mrs Paula Bennett	(resigned – April 2021)
	Miss Caroline Carpenter	
	Mrs Rachel Dinneen	Secretary
	Mrs Sue Etheridge	
	Mr Mostyn Field	(elected Vice-Chairman in April 2021)
	Mrs Jacky Hall	
	Mrs Julie Mitchell	(resigned – April 2021)
	Mr Paul Mitchell	
	Mrs Lorna Robinson	(resigned – April 2021)
	Mrs Rosy Telford	
	Mr Jeff Thompson	(appointed April 2021)
	Mr Charles Wilson	

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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 Mostyn Field, PCC Vice-Chairman.



Date.....21/4/2022.....

St Mary's Church, Balcombe registered charity number 1175472

Summary of Financial Receipts and Payments

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

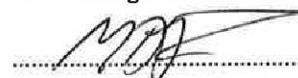
	<i>Unrestricted</i>			<i>Total</i>	<i>Total</i>	
	<i>General</i>	<i>Designated</i>	<i>Restricted</i>	<i>All Funds</i>	<i>All Funds</i>	<i>Notes</i>
	<i>Fund</i>	<i>Funds</i>	<i>Funds</i>	<i>2021</i>	<i>2020</i>	
	£	£	£	£	£	
Income and endowments from:						
Donations and legacies	51,886	-	12,268	64,154	61,504	
Charitable activities	4,351	-	-	4,351	2,943	
Other trading activities	12,809	-	38	12,847	14,560	
Investments	1,608	-	-	1,608	2,153	
Total received	70,654	-	12,306	82,960	81,160	3
Expenditure on:						
Cost of raising funds	-	-	-	-	110	
Charitable costs	64,442	6,701	6,953	78,096	65,291	
Trading costs	4,426	-	-	4,426	4,914	
Investments	-	-	-	-	-	
Total paid	68,868	6,701	6,953	82,522	70,315	6
Net income / (net expenditure)	1,786	(6,701)	5,353	438	10,845	
Transfers between funds	-	-	-	-	-	
Net movement in funds	1,786	(6,701)	5,353	438	10,845	
Bank accounts at 1 January	23,445	19,136	24,440	67,021	56,176	
Bank accounts at 31 December	25,231	12,435	29,793	67,459	67,021	A&L

Statement of Assets and Liabilities

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

	Unrestricted		Restricted Funds	Total All Funds 2021	Total All Funds 2020	Notes
	General Fund	Designated Funds				
	£	£	£	£	£	
Assets:						
Cash	-	1	-	1	31	
Bank current accounts	25,231	10,465	-	35,696	35,506	
Bank deposit accounts	-	1,969	29,793	31,762	31,484	
Total bank and deposit accounts	25,231	12,435	29,793	67,459	67,021	
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)	25,231	162,435	29,793	217,459	217,021	
Gift Aid recoverable	2,710	-	2,500	5,210	2,449	14
Other debtors	-	-	-	-	-	
Debtors	2,710	-	2,500	5,210	2,449	
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	48,000	162,435	32,293	242,728	239,529	
Liabilities:						
Utilities used since last billed	535	-	-	535	406	
Hall fees due	-	-	30	30	-	
Other invoices unpaid at year end	724	-	2,340	3,064	-	
Balcombe Primary School for ipads	-	-	-	-	2,955	
Total liabilities	1,259	-	2,370	3,629	3,361	

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 Mostyn Field, PCC Vice-Chairman:



Date 2/4/2022

St Mary's Church, Balcombe registered charity number 1175472

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 2021	Total All Funds 2020	Notes
	General Fund	Designated Funds				
	£	£	£	£	£	
Tax efficient planned giving (excl. tax refunds)	30,513	-	-	30,513	30,534	
Other planned giving	-	-	-	-	190	
Loose cash collections and other donations	12,358	-	12,000	24,358	22,906	
Gift Aid recovered	9,015	-	-	9,015	7,774	
Legacies	-	-	-	-	100	4
Grants	-	-	268	268	-	5
Donations and legacies	51,886	-	12,268	64,154	61,504	
Fees for weddings & funerals	4,351	-	-	4,351	2,943	
Charitable activities	4,351	-	-	4,351	2,943	
Fund-raising	5,670	-	-	5,670	6,910	
Sales of the parish magazine	2,854	-	-	2,854	2,822	
Magazine advertisement fees	4,165	-	-	4,165	4,425	
Youth group subscriptions	-	-	38	38	124	
Other	120	-	-	120	279	
Other trading activities	12,809	-	38	12,847	14,560	
Bank deposit interest	278	-	-	278	495	
CBF Fixed Interest Securities dividends	1,330	-	-	1,330	1,658	
Investment income	1,608	-	-	1,608	2,153	
Total received on all funds	70,654	-	12,306	82,960	81,160	

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

5 The grants received in 2021 represent amounts received from the Listed Places of Worship Scheme towards VAT incurred on works to the fabric.

St Mary's Church, Balcombe registered charity number 1175472

Notes to the Financial Report

6 Total payments can be analysed as follows:

	Unrestricted		Restricted Funds	Total	Total	Notes
	General	Designated		All Funds	All Funds	
	Fund	Funds		2021	2020	
	£	£	£	£	£	
Stewardship costs	-	-	-	-	110	
Cost of raising funds	-	-	-	-	110	
Charitable grants and donations	2,760	-	3,719	6,479	2,803	7
Parish share to Chichester Diocese	46,800	-	-	46,800	37,326	8
Salaries and honoraria incl NI	-	4,725	-	4,725	5,400	9
Clergy expenses (including rectory)	2,755	200	-	2,955	2,992	
Organists	165	-	-	165	132	
Provision of services	1,056	426	-	1,482	1,837	
Junior church	164	-	-	164	-	
Church running costs and maintenance	5,406	-	-	5,406	4,542	
Insurance	3,099	-	-	3,099	3,092	
Repairs and renewals and Quinquennial costs	-	-	3,166	3,166	3,336	
Upkeep of churchyard	1,921	1,350	-	3,271	2,651	
Administration, printing and stationery	316	-	-	316	693	
Youth group activities	-	-	68	68	247	
Other charitable costs	-	-	-	-	240	
Charitable costs	64,442	6,701	6,953	78,096	65,291	
Fund-raising events and activities	2,283	-	-	2,283	3,043	
Parish magazine printing	1,637	-	-	1,637	1,336	
Other trading costs	506	-	-	506	535	
Trading costs	4,426	-	-	4,426	4,914	
Investments	-	-	-	-	-	
Total paid on all funds	68,868	6,701	6,953	82,522	70,315	

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:

	2021	2020
	£	£
Wages, salaries and honoraria	4,725	5,400
Employer National Insurance	-	-
Employer pension contributions	-	-
	4,725	5,400

St Mary's Church, Balcombe registered charity number 1175472

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 £316 (2020 - £nil), representing travel and related costs.

Jane Lindsay-Stewart, a member of the PCC, was paid £4,725 (2020 - £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 £1,921 (2020 - £2,651) were made to Neil Lindsay-Stewart, the husband of Jane Lindsay-Stewart, for services relating to the maintenance and renovation of the churchyard. Payments of £280 were also made to Toby Vickerstaff, a son of Denise Vickerstaff, for maintenance of the rectory garden whilst in interregnum.

12 Transactions with related charities

The Friends of St Mary's Balcombe Trust, a separate charity, is a related party to this PCC. Denise Vickerstaff, Charles Wilson and Jeff Thompson are trustees of that charity. The Balcombe Parish Room is also a separately registered charity of which the churchwardens are trustees. Sue Etheridge and Mostyn Field are 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 £nil (2020 - £70) to Balcombe Parish Room for room hire for the youth group meetings. The only receipt during the year from connected parties was £120 (2020 - £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 £162,806 at 31 December 2021 (2020 - £138,511) 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 £47,201 at 31 December 2021 (2020 - £50,535).

14 Gift Aid is recoverable on donations received up to year end, the last submitted claim having covered donations to 31 December 2020.

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 the 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 included £2,000 to help fund some iPads for Balcombe Primary School (which was expensed during the year). The balance represents donations to be used to assist Balcombe Church of England Primary School in developing its religious and spiritual environment.

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.

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.

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 2021	Receipts	Payments	Transfers	Cash and investment balances 31 Dec 2021
	£	£	£	£	£
Major projects/fabric	12,232	10,268	(3,166)	-	19,334
Organ appeal	5,214	-	-	-	5,214
School and children fund	3,759	2,000	(2,764)	-	2,995
Youth group	345	38	(68)	-	315
Mrs Robinson fund	2,890	-	(955)	-	1,935
Total of all restricted funds	24,440	12,306	(6,953)	-	29,793
Designated fund - Legacies	169,136		(6,701)	-	162,435
General fund	23,445	70,654	(68,868)	-	25,231
Total of all unrestricted funds	192,581	70,654	(75,569)	-	187,666
Total cash and investment balances	£217,021	£82,960	£(82,522)	-	£217,459

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

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 2021 set out on pages 9 to 14.

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

Richard Land-Smith

Date

5/4/2022

Relevant professional qualification(s) or body if any

MAAT

Examiner's address

Deanlands, Stockcroft Road, Balcombe, RH17 6LN