

# Trustees Annual Report and Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

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## *St Mary's Church, Balcombe*

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

Registered Charity no. 1175472

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For the year ended 31<sup>st</sup> December 2024

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Website: [stmarys-balcombe.org](http://stmarys-balcombe.org)

Incumbent: The Revd Canon D King, The Rectory, Haywards Heath Road, Balcombe RH17 6PA

Independent  
examiner: Zoltan Demjan

Bankers: Barclays PLC

## **Trustees Annual Report for 2024**

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### **Our aims and purposes as a charity**

The PCC has the responsibility of co-operating with the incumbent, the Revd Canon David King, 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, 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 2024 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 other services (such as Easter, songs of praise, harvest and carol services) in the two local care homes;
- Providing a youth group with a Christian ethos;
- Engaging with Balcombe Church of England Primary School on the governing body and supporting, and being involved in, its activities, including weekly assemblies (and the 'Open the Book' initiative), services in church and in any other way required;
- Helping those in need and 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 Grade 1 listed building and as a focus of life in the village.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. We are very grateful to Julia Wilson who continued to hold the position of Safeguarding Officer for the church and who works hard to ensure that the Safeguarding Policy is implemented in all church activities.

## Trustees Annual Report for 2024

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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 2024, there were 125 parishioners on the Church Electoral Roll, 32 of whom were not resident in the parish. No new members were added during the year and four were removed through death.

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*"Beautiful [church].  
Thank you for keeping it  
open."*

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During the year, the average regular weekly attendance counted during October was 66 (including children). The school harvest festival, which also took place in October, was attended by a total of 215 children and adults. The number attending worship on Easter Day was 112 and the number attending on Christmas Eve and Christmas Day was 348.

Our regular Sunday services during 2024 included the weekly 8am communion service (BCP) and a Eucharist, the timing of which was brought forward to 9.30am (from 10am) to allow Father David to be present at St Mary's for more Sundays in the month. The Eucharist service is replaced by a family service on the first Sunday of the month. We are very grateful to the group of retired clergy who take our Eucharist services on Sundays when Father David is officiating at St Richard's in Haywards Heath.

There is currently no Sunday Club but children's activities are always available at the back of the church.

Special services and festivals that were held and observed during the year included the following:

- A Mothering Sunday Parish Eucharist, with distribution of posies;
- A World Day of Prayer service, which this year was prepared by the women of Palestine, in March;
- An Ash Wednesday service;
- A full programme of services for Holy Week and Easter, which included a Eucharistic service on Palm Sunday with distribution of palm crosses; a Eucharistic service on Maundy Thursday with an Agape meal (candle lit due to a power cut!); both a family service (with a re-enactment of the whole of Holy Week, followed by arts and crafts) on Good Friday morning and a service of reflection, music and readings in the afternoon; a Dawn Easter Morning Service on Easter Sunday and a distribution of Easter eggs at our 9.30am Eucharist;
- A Harvest Family Service, for which the church window sills were beautifully decorated by various Balcombe groups. Non-perishable harvest items brought to the service were shared between local charities and foodbanks;
- An All Souls Remembrance Service, at which the names of those we wished to be remembered were read out and candles were lit;
- The Annual Service of Remembrance in November, which was attended by Balcombe Scout groups and members of the wider community;
- A candlelit Advent Carol Service of readings, carols and anthems;
- A service of nine lessons and carols, candlelit and followed by mince pies and mulled wine for all; and
- Christmas Services: On Christmas Eve, we held a very well attended family Christingle and Crib Service, at which the Posada arrived back after its journey round the parish throughout Advent, and we welcomed the birth of our Lord Jesus Christ at a Midnight Eucharist with carols. On Christmas Day morning we held a Holy Communion (BCP) service and then a joyful Family Eucharist.

## Trustees Annual Report for 2024

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Our worship at St Mary's is greatly enriched by the high standard of musical support provided by the choir, not just for our regular services but also for festivals, weddings, funerals and memorial services as requested. We are immensely grateful to them and, in particular, to our Music Director and Organist, Max Preston Bell, who stepped down at the end of the year. The choir has thrived under his direction and he will be sadly missed. We are also very thankful that Ethan Merrick, who has so ably assisted Max in the past, has agreed to temporarily take on the position of Choir Master. New members are always welcome to join the choir, including families for the monthly family services.

Bellringing is also an important part of our Christian tradition and worship. We are most grateful to our tower captain, John Moore, who leads our bell ringers every Sunday and on other notable occasions. Our bells also continue to be popular among visiting bellringer groups, one of which rang a quarter peal during the year. Bellringing demonstrations were given at our Open day in September, with visitors also given the opportunity to have a go themselves.

Worship in our church is also enhanced by beautiful flower arrangements, particularly at major festivals, and we are very grateful to the small group of people who provide these.

### ***Teaching, baptising and nurturing new and existing believers***

As well as our regular church services and main festivals, we undertook a range of services and activities both within and outside the church during the year with the aim of welcoming and nurturing as many from our parish as possible and providing the opportunity for all to join us in a variety of settings. These included:

- The celebration of the baptism of four children;
- A fortnightly session at Buttercup Barn Nursery, at which this very young group of children enjoy a Bible storytelling with prayer and singing;
- Locus Youth Club, which continues to be popular, with 16 young people ranging from 11 to 14 years of age on our books. We meet monthly and the children participate in a range of activities ranging from craft making, baking, toasting marshmallows on a camp fire and various sports activities;
- A pilgrimage to Walsingham shrine in Norfolk with members from St Richard's Church;
- The Avon House Bible Group, which is run weekly during term times;
- Services of communion for the residents of the Avon House and Russettings care homes in the village and to those at home who were not able to attend church services;
- A Lent study group, open to all denominations, which was held in the church and at the rectory, which discussed episodes of 'The Chosen'. We were pleased to also welcome some members of St Richard's Church to this group;
- Lent lunches, which were held in Bramble Hall and included a short reflective act of worship;
- A Bible house group and a prayer group that meet on alternate weeks;
- Easter, summer songs of praise and harvest services in Russettings care home at which members of the choir and congregation joined the residents in song and prayer.
- Annual care homes carol services. Members of the choir and congregation joined the residents of Avon House and Russettings for short services of carols, with reading and reflection, followed by refreshments. Residents and staff were also invited to suggest favourite carols; and
- Involvement with Balcombe CofE Primary School – see below.

## Trustees Annual Report for 2024

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### **Balcombe CofE Primary School**

As well as having three governors on the school's board of governors, St Mary's was involved in the following school related activities during the year:

- Acts of Collective Worship and 'Open the book': These are held every Tuesday at the school, with Acts of Collective Worship taken by Father David. The 'Open the Book' sessions (based on a scheme created by The Bible Society) are very much enjoyed by pupils, some of whom participate in the presentations of Bible stories and reflection organised and led by a group of volunteers;
- A monthly prayer group for the school;
- School services at harvest, Christmas, Easter and in the Summer (the leavers' service) in St Mary's, which were attended by pupils, staff and some family members; and
- The presentation of Bibles to all school leavers at the end of the school year; and
- The running of the Pathfinders after-school club at which crafts and games are based on a different Bible story or faith theme each week.

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*"The "Open The book" assemblies are the highlight of our week – our pupils love learning the Bible stories in such an inclusive, interactive way."*

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### **Outreach**

Our activities included:

- The distribution of over 800 Easter and Christmas cards from St Mary's to homes throughout the parish;
- The holding of 'Coffee +' mornings on Mondays during term times at which free coffee, tea and pastries are available in the church;
- Taking over the running of the village Baby and Toddler Group, which meets on Thursday mornings in the Parish Room
- A pancake café on Shrove Tuesday, open to all;
- Providing teas and cakes on a sunny afternoon at the beautiful Birchanger Gardens, during which we raised £575;
- The Kings Men Concert in July. The church was filled with church and non-church members from within and out of the parish on a rather wet evening for this spectacular concert by Choral Scholars of King's College performing a repertoire which included beautiful harmonies, traditional folk songs and more modern hits. £1,440 was raised through ticket sales, donations and refreshments;
- Attendance at the Village Fete in July at which the St Mary's stall ran some very popular and free children's activities and also invited people to write labels about things for which they were thankful. The labels were then used to make up a thankfulness tree in the church;
- The holding of an Open Day in September, designed to coincide with the Sussex Historic Churches Trust's annual Ride and Stride event. Activities were run throughout the day, including bell-ringing and flower arranging demonstrations (with a chance to have a go), a discovery trail and arts and crafts, alongside information on our recent renovation project, the history of St Mary's and the vestments and items used in church services. The day ended with a short organ and piano recital programme. Refreshments were available throughout the day, which was extremely well attended by church and non-church members.
- The holding of an extremely enjoyable harvest supper and barn dance which was attended by church and non church members of the village;
- At the village Carols around the Christmas Tree, St Mary's choir joined the procession of Mary and Joseph (and 'donkeys') to the village centre and, with Max Preston Bell, led the carol singing;
- Welcoming members from the wider community into our choir. Our choir is open to all and new singers are always very welcome to join us for practices on Fridays, 6.30 to 8pm, and to sing at both our regular services and at special services such as at Easter, Advent and Christmas; and
- Welcoming members of the wider community to join in with bellringing at St Mary's. Practices are held every Tuesday from 7.45pm to 9 pm and new ringers are always welcome.

## Trustees Annual Report for 2024

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### **Pastoral care**

As well as the care home and home visits referred to above, the pastoral care team continued to be active within the village and valued being kept informed by our church family and friends in the village about people who may be in need of any help or hospital visits. We also provide a contact number for people to use in order to reach us.

### **Provision of the church building for use by the community**

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*"Thank you for such a lovely [funeral] service. We cannot tell you how much it meant to us."*

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During the year, four baptisms and nine weddings took place in the church, along with a wedding blessing. A total of five funerals and four memorial services were also held in the church and there were seven 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.

It is important to us that the church is available for private prayer, not just to the church family but to the wider visiting community. To this end, the church is open every day for personal prayer and reflection.

Our Book of Remembrance and the opportunity to light candles in remembrance of loved ones continue to provide focus of reflection valued by members of our Balcombe community.

### **Maintenance of our historic church building**

The final snagging on the major renovation project that took place in 2023 to help restore the church and to protect its 800 years of history is in the process of being completed. This extensive project included exterior repairs comprising the roof, valley gutters, wall pointing and entry stones, along with interior repairs to the North Aisle/Vestry arch, Chancel and Chancel arch, the Lady Chapel ceiling and the South Aisle ceiling/wall.

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*"Beautiful tranquil church, thank you for keeping it so lovely."*

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The 5 yearly Quinquennial Review of the fabric of the church was undertaken during the year. The items for immediate attention are relatively minor and are being dealt with, along with our usual maintenance work. The other items noted will be considered when planning our future repair work on the church building.

The annual spring and autumn church and churchyard tidy events were supported by the Guerilla Gardeners and other members of the wider community, both children and adults, and provided an opportunity for social interaction, with the added attraction of free refreshments and cakes to keep up strength and spirits.

We were very grateful for a £1,290 donation towards audio visual equipment and are considering the best use for these funds.

### **Helping those in need**

Activities during the year included:

- Ukrainian Refugees: St Mary's continues to maintain the Balcombe Friends of Ukraine Fund. While the immediate demands for assistance from the Fund have reduced (donations of £480 were made during the year), the current situation in Ukraine is still very uncertain and fluid, and the fund remains available to provide any necessary support to our Ukrainian guests. Whilst many have now returned to Ukraine, they remain in our hearts and one of their carols was once again sung in Ukrainian at our service of Nine Lessons and Carols at Christmas;
- Gifts from the Harvest Festival to local charities and foodbanks;
- Assisting with the collection of donations of clothing and other provisions for Refugees Welcome Crawley;
- Providing grants totalling £546 to support Balcombe CofE Primary School in developing its religious and spiritual environment and in funding bibles for all school leavers; and
- A small grant from the Mrs Robinson Fund to help towards school uniform costs.

## Trustees Annual Report for 2024

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As well as the support referred to above, further donations totalling nearly £3,000 were made out of our general funds to a number of mission and charitable societies, including Chichester Diocesan Family Support Work, Off the Fence Trust, Crawley Refugees Welcome, St Catherine's Hospice, Befriended, The National Churches Trust and Sussex Historic Churches Trust. In addition to this, collections were also raised for the following charities:

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*"Thank you so much  
... Your support really  
does change lives"*

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- |                            |      |
|----------------------------|------|
| • The Royal British Legion | £448 |
| • The Children's Society   | £440 |
| • Crawley Open House       | £90  |

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

Our total receipts in the year for both our general and restricted funds (excluding those from the sale of investments) were £112,205 (2023 – £252,662). Total payments (excluding those relating to the purchase of investments and loan repayments) were £127,169 (2023 - £404,031).

Receipts relating to our general unrestricted funds totalled £82,896, higher than in 2023 (£76,594), due mainly to higher levels of giving (partly due to some giving being received earlier than usual), higher fees (there was a high number of weddings in the year) and increased fundraising. Payments on our general unrestricted funds were £73,188 (2023 - £70,290). Some commentary on the main items of expenditure is given below but the main increases were in our parish share, fundraising costs (due to increased fundraising) and the fact that the fee of £930 for the independent examination of the 2023 accounts was paid in 2024 (we had not previously paid a fee for this). The resulting surplus for the year on our general unrestricted funds was £9,708 (2023 – £6,304).

Whilst we have managed to realise a surplus on our general funds for the last two years, both our income and our costs are under pressure and we need to continue to try to increase our general income levels.

We are most grateful to all those who have supported St Mary's through donations and by helping with fundraising, which has been a substantial boost to our income. Our thanks are also due to Paula Bennett who organises the 100 Club for us and keeps us informed every month of the lucky winners from St Mary's, the wider community and even former residents of the village.

The village magazine also continues to be an important source of income and we are grateful to Julie Rezac and Alison Musker for dealing with the advertising and to the whole of the magazine production and distribution team.

Receipts and payments on our restricted and designated funds are detailed in the Summary of Financial Receipts and Payments on page 9 and are summarised by fund in note 15 to the accounts. Those on the designated Legacies fund include some renovation project receipts and payments, but these were substantially lower in 2024 than in 2023, when the bulk of the receipts and payments in relation to this project were incurred and flowed through the restricted fabric fund and the designated legacies fund.

The PCC was extremely grateful to receive a legacy donation of £10,000 during the year from the estate of Rosemary Taylor. This has been credited to our designated Legacies fund for use on church development projects.

### **Sharing the ministry costs of the Diocese of Chichester**

The largest expenditure of the PCC was the sum of £40,723 (2023 – £39,400) paid to the Diocese for our share of the Diocese Parish Ministry Costs. Approximately 63% 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.

## Trustees Annual Report for 2024

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### **Staff and contract costs**

Due to ongoing difficulties in recruiting a youth group leader, our youth group continues to be run by volunteers. We therefore had no employment costs during the year (see note 9 to the accounts).

The services of a gardener to maintain the churchyard and a parish administrator (through our Legacies Fund) 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 costs are under pressure. Church running costs were lower in 2024 than in 2023 due to some one-off maintenance costs in 2023. However, churchyard costs have increased on the appointment of a new contractor following the retirement of Neil Lindsay-Stewart, to whom we are most grateful for many years of service.

### **Trustee payments and expenses**

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

### **Volunteers**

We are in the fortunate position of having a large number of volunteers, who freely give up their time to enable us to do all that we do. The value of this time is immeasurable and we are deeply grateful to them all.

### **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 balances on our general and designated funds at the year end (including investments at cost but less amounts owing at the year end) are some £10,000 in excess of the amount set out in our reserves policy above. However, some of these funds have been earmarked for other, specific purposes. Taking these into account, our reserves at the year end are in line with our reserves policy. Having reviewed the overall position, the PCC considers that the funds held at the year end are sufficient to meet its needs.

As well as holding the reserves referred to above, 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.

### **Management of risks and their mitigation**

The PCC regularly reviews the major risks which might impact on the work of the church and maintains a risk register summarising all potential risks. The PCC considers that the principal risks and uncertainties are:

- The need to fund unexpected costs associated with the church's listed building.
- The requirement to find volunteers with the appropriate skills, time and commitment to support the ministry of the congregation.
- Insufficient income, particularly as we lose some of our older, generous donors.
- Lack of sufficient space in the churchyard. We are liaising with the Parish Council in relation to this.
- The health and safety within the church building.

These issues are regularly reviewed by the PCC and actions taken to mitigate risks where possible.

### **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.



## Trustees Annual Report for 2024

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

*Ex Officio members*

Incumbent: The Revd Canon David King

Wardens: Mr Mostyn Field

Mrs Jacqueline Matthews (appointed May 2024)

Mrs Denise Vickerstaff (resigned as warden in May 2024 and has acted as deputy church warden since then)

*Deanery Synod* Mr Andrew Hewitt

Mrs Denise Vickerstaff

Mrs Julia Wilson

*Elected Members* Miss Caroline Carpenter (resigned February 2024)

Mrs Karen Deck

Mrs Rachel Dinneen (appointed June 2024)

Mrs Sue Etheridge (resigned May 2024)

Mr Mostyn Field

Mrs Rachel Field

Mrs Jacky Hall (resigned May 2024)

Mr Oliver Jackson (resigned May 2024)

Mr Paul Mitchell

Mrs Rosy Telford

Mr Jeff Thompson

Mrs Julia Wilson

In addition, Mrs Susie Hewitt holds the post of Secretary to the PCC.

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent; the churchwardens; members of the Deanery, Diocesan or General Synods) and up to 12 lay 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.

Deanery synod meetings are attended, when possible, by our Deanery Synod Representatives and the church community are always welcome to attend and do so on occasions.

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

  
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Date: 3 February 2025

# 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>Restricted</i>	<i>Total</i>	<i>Restated</i>	<i>Notes</i>
	<i>General</i>	<i>Designated</i>	<i>Funds</i>	<i>All Funds</i>	<i>All Funds</i>	
	<i>Fund</i>	<i>Funds</i>		<i>2024</i>	<i>2023</i>	
	£	£	£	£	£	
<b>Receipts from:</b>						
Donations and legacies	56,447	18,081	11,130	85,658	230,703	
Charitable activities	6,395	-	-	6,395	4,314	
Other trading activities	18,577	-	98	18,675	15,634	
Investments	1,477	-	-	1,477	2,011	
	<b>82,896</b>	<b>18,081</b>	<b>11,228</b>	<b>112,205</b>	<b>252,662</b>	3
Loans received	-	-	-	-	25,000	
Receipts from sale of investments	-	44,562	-	44,562	-	
<b>Total receipts</b>	<b>82,896</b>	<b>62,643</b>	<b>11,228</b>	<b>156,767</b>	<b>277,662</b>	3
<b>Expenditure on:</b>						
Charitable costs	66,357	51,637	2,344	120,338	398,245	6
Trading costs	6,831	-	-	6,831	5,786	6
	<b>73,188</b>	<b>51,637</b>	<b>2,344</b>	<b>127,169</b>	<b>404,031</b>	
Loan repayments	-	-	8,500	8,500	-	
Purchase of investments	-	44,562	-	44,562	-	
<b>Total payments</b>	<b>73,188</b>	<b>96,199</b>	<b>10,844</b>	<b>180,231</b>	<b>404,031</b>	6
<b>Net receipts/ (net payments)</b>	<b>9,708</b>	<b>(33,556)</b>	<b>384</b>	<b>(23,464)</b>	<b>(126,369)</b>	
Transfers between funds	-	-	-	-	-	
<b>Net movement in funds</b>	<b>9,708</b>	<b>(33,556)</b>	<b>384</b>	<b>(23,464)</b>	<b>(126,369)</b>	
Bank accounts at 1 January	4,149	40,540	12,372	57,061	183,430	
<b>Bank accounts at 31 December</b>	<b>13,857</b>	<b>6,984</b>	<b>12,756</b>	<b>33,597</b>	<b>57,061</b>	A&L

# St Mary's Church, Balcombe registered charity number 1175472

## Statement of Assets and Liabilities

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

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Total</i>	<i>Restated</i>
	<i>General</i>	<i>Designated</i>		<i>All Funds</i>	<i>All Funds</i>
	<i>Fund</i>	<i>Funds</i>	<i>Funds</i>	<i>2024</i>	<i>2023</i>
	£	£	£	£	£
<b>Assets:</b>					
Cash	-	-	45	45	295
Bank current accounts	7,695	-	-	7,695	8,538
Bank deposit accounts	6,162	6,984	12,711	25,857	48,228
<b>Total bank and deposit accounts</b>	<b>13,857</b>	<b>6,984</b>	<b>12,756</b>	<b>33,597</b>	<b>57,061</b>
989 CBF Investment Fund shares (at cost)	35,000	424	-	35,424	35,424
CBF Short Duration Fund Bond (at cost)	-	-	-	-	50,000
CBF Church of England Deposit Fund (at cost)	-	44,562	-	44,562	-
<b>Investment assets at cost</b>	<b>35,000</b>	<b>44,986</b>	<b>-</b>	<b>79,986</b>	<b>85,424</b>
<b>Total bank deposits and investments (at cost)</b>	<b>48,857</b>	<b>51,970</b>	<b>12,756</b>	<b>113,583</b>	<b>142,485</b>
Gift Aid recoverable	3,343	-	-	3,343	3,547
Other debtors	1,239	649	-	1,888	1,803
<b>Debtors</b>	<b>4,582</b>	<b>649</b>	<b>-</b>	<b>5,231</b>	<b>5,350</b>
Piano	4,462	-	-	4,462	4,462
Sound system	9,368	-	-	9,368	9,366
Photocopier	6,231	-	-	6,231	6,231
<b>Tangible fixed assets at cost</b>	<b>20,061</b>	<b>-</b>	<b>-</b>	<b>20,061</b>	<b>20,059</b>
<b>Total assets</b>	<b>73,500</b>	<b>52,619</b>	<b>12,756</b>	<b>138,875</b>	<b>167,894</b>
<b>Liabilities:</b>					
Utilities used since last billed	1,020	-	-	1,020	610
Invoices unpaid at year end	411	-	-	411	637
Renovation project costs (including retentions)	-	7,132	-	7,132	41,748
Archdeacon's loan (interest free , repayable in 2 instalments, in April 2025 and April 2026)	16,500	-	-	16,500	25,000
<b>Total liabilities</b>	<b>17,931</b>	<b>7,132</b>	<b>-</b>	<b>25,063</b>	<b>67,995</b>

This Financial Report for the year ended 31<sup>st</sup> December 2024, including the notes following, was approved by the PCC and signed on its behalf by the Revd Canon David King, PCC Chairman:



Date: 3 February 2025

# 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. Comparatives for 2023 have been restated to this basis from the accruals 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 2024	Restated All Funds 2023
	General Fund	Designated Funds			
	£	£	£	£	£
Tax efficient planned giving (excl. tax refunds)	22,721	-	-	22,721	27,683
Other planned giving	9,060	-	-	9,060	3,060
Loose cash collections and other donations	15,571	-	11,130	26,701	30,516
Gift Aid recovered	8,663	-	-	8,663	9,819
Legacies	-	10,000	-	10,000	-
Grants	432	8,081	-	8,513	159,625
<b>Donations and legacies</b>	<b>56,447</b>	<b>18,081</b>	<b>11,130</b>	<b>85,658</b>	<b>230,703</b>
Fees for weddings & funerals	6,395	-	-	6,395	4,314
<b>Charitable activities</b>	<b>6,395</b>	<b>-</b>	<b>-</b>	<b>6,395</b>	<b>4,314</b>
Fund-raising	10,470	-	-	10,470	8,546
Sales of the village magazine	2,593	-	-	2,593	2,727
Magazine advertisement fees	4,292	-	-	4,292	4,106
Baby & Toddler group	1,072	-	-	1,072	-
Youth group subscriptions	-	-	98	98	106
Other	150	-	-	150	149
<b>Other trading activities</b>	<b>18,577</b>	<b>-</b>	<b>98</b>	<b>18,675</b>	<b>15,634</b>
Bank deposit interest	643	-	-	643	1,079
CBF Short Duration Bond Fund dividends	834	-	-	834	932
<b>Investments</b>	<b>1,477</b>	<b>-</b>	<b>-</b>	<b>1,477</b>	<b>2,011</b>
<b>Receipts (excluding re loans and sale of investments)</b>	<b>82,896</b>	<b>18,081</b>	<b>11,228</b>	<b>112,205</b>	<b>252,662</b>
<b>Loans received</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,000</b>
<b>Receipts from sale of investments</b>	<b>-</b>	<b>44,562</b>	<b>-</b>	<b>44,562</b>	<b>-</b>
<b>Total receipts on all funds</b>	<b>82,896</b>	<b>62,643</b>	<b>11,228</b>	<b>156,767</b>	<b>277,662</b>

4 The 2024 legacy income represents a bequest from the estate of Rosemary Taylor. No legacies were received in 2023.

5 The grants received in 2024 represent amounts received from the Listed Places of Worship Scheme towards VAT incurred on works to the fabric of the church. The grants received in 2023 include those received towards our renovation project from The Friends of St Mary's, the Benefact Trust, the Foulerton Trust, The Sussex Historic Churches Trust, the National Churches Trust and the Garfield West Foundation, as well as amounts received from the Listed Places of Worship Scheme.

# St Mary's Church, Balcombe registered charity number 1175472

## Notes to the Financial Report

6 Total payments can be analysed as follows:

	Unrestricted		Restricted	Total	Restated
	General	Designated			
	Fund	Funds	Funds	All Funds	All Funds
	£	£	£	2024	2023
Charitable grants and donations	2,983	-	1,146	4,129	6,577
Parish share to Chichester Diocese	40,723	-	-	40,723	39,400
Clergy expenses (including rectory)	3,922	2,400	-	6,322	7,197
Salaries and honoraria incl NI	-	-	-	-	-
Organists	-	-	-	-	-
Provision of services	1,441	-	-	1,441	2,543
Junior church	165	-	-	165	-
Church running costs and maintenance	8,647	-	-	8,647	10,367
Insurance	2,782	-	-	2,782	2,546
Repairs and renewals and Quinquennial costs	-	49,237	1,000	50,237	325,884
Upkeep of churchyard	2,508	-	-	2,508	1,820
Administration, printing and stationery	480	-	-	480	880
Baby & Toddler group	778	-	-	778	-
Youth group activities	-	-	198	198	306
Other charitable costs	1,928	-	-	1,928	725
<b>Charitable costs</b>	<b>66,357</b>	<b>51,637</b>	<b>2,344</b>	<b>120,338</b>	<b>398,245</b>
Fund-raising events and activities	4,730	-	-	4,730	3,649
Village magazine printing	2,101	-	-	2,101	1,993
Other trading costs	-	-	-	-	144
<b>Trading costs</b>	<b>6,831</b>	<b>-</b>	<b>-</b>	<b>6,831</b>	<b>5,786</b>
<b>Payments (excl loans and purchase of investments)</b>	<b>20,208</b>	<b>49,237</b>	<b>1,000</b>	<b>70,446</b>	<b>345,687</b>
Loan repayments	-	-	8,500	8,500	-
Purchase of investments	-	44,562	-	44,562	-
<b>Total payments on all funds</b>	<b>73,188</b>	<b>96,199</b>	<b>10,844</b>	<b>180,231</b>	<b>404,031</b>

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:

	2024	2023
	£	£
Wages, salaries and honoraria	-	-
Employer National Insurance	-	-
Employer pension contributions	-	-
	-	-

# St Mary's Church, Balcombe registered charity number 1175472

## Notes to the Financial Report

### 10 Payments to PCC members

The PCC supported the clergy by paying council tax of £1,880 and water and environmental charges amounting to £534 for the rectory plus other costs, including towards broadband, amounting to £852.

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

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

### 12 Transactions with related charities

The Friends of St Mary's Balcombe Trust, a separate charity, is a related party to this PCC. The Revd Canon David King, Denise Vickerstaff and Charles Wilson (Julia Wilson's husband) are trustees of that charity. There were no transactions with this charity during 2024 (2023 – grant received of £80,000).

The Balcombe Parish Room is also a separately registered charity of which the Revd Canon David King, Mostyn Field and Denise Vickerstaff are trustees. Sue Etheridge and Mostyn Field are also on the management committee of this charity. Payments of £1,093 (2023 – £285) for room hire for PCC, youth group, Baby and Toddler group and other meetings during the year were made to this charity.

Rosy Telford is a trustee of the Balcombe Gardeners' Association. A receipt of £150 (2023 – £150) was received from this association for the printing of their year book.

### 13 Investments

Movements on investments during the year can be summarised as follows:

	CBF CofE Investment Fund Acc	CBF CofE Short Duration Bond Fund Inc	CBF CofE Deposit Fund	Total
	£	£	£	£
<b>Cost</b>				
At 31 December 2023	35,424	50,000	-	85,424
Sale proceeds	-	(44,562)	-	(44,562)
Purchases	-	-	44,562	44,562
Realised loss on disposal	-	(5,438)	-	(5,438)
At 31 December 2024	<b>35,424</b>	<b>-</b>	<b>44,562</b>	<b>79,986</b>
<b>Market value (incl re-invested income)</b>				
At 31 December 2024	<b>62,061</b>	<b>-</b>	<b>44,846</b>	<b>106,907</b>
At 31 December 2023	59,047	43,245	-	102,292

**14** Gift Aid is recoverable on donations received up to year end, the last submitted claim having covered donations to 31 December 2023.

# St Mary's Church, Balcombe registered charity number 1175472

## Notes to the Financial Report

### 15 Statement of funds

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

The Major Projects / Fabric 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 School Fund 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.

The Balcombe Friends of Ukraine Fund was established primarily to help provide practical support for refugees from the Ukraine housed in Balcombe.

The funds in the Other restricted funds represent a donation towards audio and visual equipment.

**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, whether buildings, equipment, mission or staff.

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 2024	Receipts	Payments	Transfers and other gains and losses	Cash and investment balances 31 Dec 2024
	£	£	£	£	£
Major projects/fabric	-	9,500	(9,500)	-	-
Organ appeal	5,214	-	-	-	5,214
School and children fund	1,598	340	(546)	-	1,392
Youth group	179	98	(197)	-	80
Mrs Robinson fund	1,729	-	(121)	-	1,608
Balcombe Friends of Ukraine	3,652	-	(480)	-	3,172
Other	-	1,290	-	-	1,290
<b>Total of all restricted funds</b>	<b>12,372</b>	<b>11,228</b>	<b>(10,844)</b>	<b>-</b>	<b>12,756</b>
Designated fund - Legacies	90,964	62,643	(96,199)	(5,438)	51,970
General fund	39,149	82,896	(73,188)	-	48,857
<b>Total of all unrestricted funds</b>	<b>130,113</b>	<b>145,539</b>	<b>(169,387)</b>	<b>(5,438)</b>	<b>100,827</b>
<b>Total cash and investment balances</b>	<b>£142,485</b>	<b>£156,767</b>	<b>£(180,231)</b>	<b>£(5,438)</b>	<b>£113,583</b>

# Independent Examiner's Report to the PCC of St Mary's Church, Balcombe for the Year Ended 31<sup>st</sup> December 2024

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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 31<sup>st</sup> December 2024 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**

*Zoltan Demjan*

**Examiner's name** CAPITALS

ZOLTAN DEMJAN

**Date**

22/05/2025

**Relevant professional  
qualification(s) or body  
if any**

ACCA

**Examiner's address**

1 Portland Close Haywards Heath  
RH16 3UL