

TRUSTEES' ANNUAL REPORT OF

**The Parochial Church Council of the Ecclesiastical Parish of
Funtington with West Stoke and Sennicotts**

St Mary's Church, Church Lane Funtington, Chichester PO18 9LH.

For the year ended 31st December 2020

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St Mary's, Funtington

Trustees' Annual Report for 2020

Our aims and purposes as a charity

The PCC had the responsibility of co-operating with the incumbent, the Revd Christopher Huxtable 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.
- To know Jesus better and make Him better known;
- Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or, ability to pay;
- Providing financial support to those in need and to other organisations with similar objectives.

What we planned to do to achieve our charitable objectives

It was with much sadness that we were advised, early in 2020, that Christopher, who had developed Motor Neurone Disease and was on long term sick leave would be retired on medical grounds on 29th February. That sadness became all the greater when we were informed that he had died on 1st October. When planning our activities for the year, the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on 'charities for the advancement of religion'.

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

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 three churches
- 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
- assisting people from all walks of life to develop their knowledge of, and trust in, Jesus
- Provision of pastoral care for people living in the parish
- Providing assistance to the poor and needy of the parish
- Giving grants to missionary organisations
- Reaching out to the unchurched through provision of help with the village fete and our own Christmas Fayre

- Maintaining the fabric of the church buildings as historic centres and focuses of life in the

villages.

What we achieved and how we affected beneficiaries' lives

Attendance at worship

The PCC were very fortunate to have had Nick La Hive as our Senior Churchwarden and Brian Craven as Assistant Treasurer/Secretary whose hard work over the year, has ensured that with the help of Visiting retired priests and lay readers out three churches have NOT missed out on many scheduled Services. However this has been seriously effected by the Covid 19 Virus impact effecting numbers of services, reduction in numbers of Weddings, restricted numbers at Special services.

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.

We look to encourage the deepening of faith for all ages, and alongside our services there **was** a programme for young people for our Little Fishes Crèche however we have not been able to provide Sunday School for the older children in the Parish.

St Mary's Funtington is normally the centre of worship in the Parish on Remembrance Sunday however this year it was held with very restricted numbers in the Church grounds.

Evangelism and Outreach.

Teaching, baptising and nurturing new and existing believers

In 2020 there have been 2 weddings ; 5 churchyard funerals; 5 separate burials of ashes; 1 baptisms. Yet again it was with much regret that we had NO candidates for confirmation.

The reduced number of the church family have been involved in leading various aspects of worship, lending great encouragement to those involved, as well as the whole congregation. We continue to seek to extend the opportunities for the exercise of ministry and gifts within the life of our community when able.

Provision of the church building for people to enjoy

It is with deep regret that we have had the Church Room closed for a majority of the year with the church being available for private prayer intermittently not just to the church family but to the wider visiting community. It is with much regret that churches at West Stoke and Sennicotts have been closed for a majority of the year.

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Work on the Church buildings and future projects

St Andrew's West Stoke's . A deterioration in the condition of the Organ was reviewed by an expert and the PCC agreed to replace, this installation has generously been carried out, with no charge by a member of the congregation. An Organ Appeal Fund was very well supported. Many thanks.

St Mary's, Funtington has had some minor repairs carried out, plus the serious problem highlighted in 2017 concerning the electrics, was rectified with a complete wiring and installation of a computer-controlled LED lighting system carried out during the COVID 19 shut down, most convenient.

Provision of tangible support to the poor and needy

This year's Harvest Festival was much smaller than in previous years however gifts and produce were

yet again donated to the Stonepillow Project in Chichester.

Church members still responded regularly to provide many tins of soup, toiletries and other essentials for the Stonepillow Project.

Other charitable giving

The parish magazine continues to be distributed to many households in the parish however it was decided to make it bi-monthly during the COVID 19 situation. This helps to maintain links between the church family and those who have not yet felt the need to take part in what we do.

The church family has supported many other mission and charitable societies, amounting to £3451 including the St Wilfrid's Hospice, Stonepillow Project, Hounds for Hero's, Motor Neurone Disease and Good Neighbours, our usual co-ordinating of the Red Cross and Poppy Day Appeals was unable to be supported this year.

Financial Review

The total receipts on general unrestricted funds received were £17585 and are detailed in the Financial Report.

It is without dispute the Covid 19 situation has had adverse effect on our Accounts and show in the following; the planned giving through envelopes and bankers' orders decreased by £2021.

Our Gift Aid scheme was able to claim £11308 from HMRC.

The PCC was grateful to receive one legacy totalling £1000.

The largest expenditure of the PCC was the sum of £57,500 paid to the Diocese for our share of all churches' Parish Ministry Costs. This amount covers the housing, stipend and pension costs of the clergy and also a standard sum for diocesan central costs, clergy training and a contribution to national church funds.

Staff costs

The PCC pays for two cleaners who keep our three Churches clean and tidy, making them ready for Services and community activities in the Church Room. a gardener who keeps the environs of the church welcoming, colourful and tidy, and 2 organists. Wherever possible and whilst the Churches were closed, we were fortunate to be able to claim Furlough for our payroll members.

Trustee payments and expenses

The PCC also supported the clergy by paying Council Tax, Water, environmental charges, electric and fuel oil for the three Churches and the Vicarage during the interregnum.

There were no payments to persons related to or connected to the Trustees.

Office costs

Nil

Repairs to the fabric of the church building.

The replacement of the total electric system to St Mary's Funtington was £43,384, it will reduce our electricity bills and has made a dramatic improvement to our lighting.

Why we hold some money in reserve

It is PCC policy to invest temporarily surplus general funds with the CBF Church of England deposit fund, and Blackrock Fund Managers, returning proportionately these funds to our current account, as they are needed, to pay day-to-day bills. This year's total £461,463 was invested temporarily at 31st December.

As well as holding the above general reserves, from time to time the PCC receives restricted legacies for expenditure on particular purposes, defined by the donor. We aim to expend such money as soon as possible after receiving the legacy, depending on the specific objectives of the donor. Where we have identified that the specific purpose can only be achieved by delaying the expenditure, we invest the legacy temporarily until such time as the need for expenditure is identified. During the year we received no restricted legacies.

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).

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

Ex Officio members

Incumbent:	The Revd Christopher Huxtable Chairman (retired 29 th Feb 2020)
	The Revd Andrew Birks (from 18 th Dec 2020)

Wardens:	Mr Nick La Hive Vice Chairman
	Mrs Claire Hoare
	Mr Richard Elwes
	Mrs Anna Mallam (until 14 th October 2020)
	Mrs Caroline Noble (from 14 th October 2020)
Acting Secretary	Mr Brian Craven
Assistant Secretary	Mrs Carolyn Watt (from 14 th October 2020)

Treasurer	Mrs Tricia Dry
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Elected Members

	Mr Stewart Cowans (until 14 th October 2020)
	Mrs Denise Foster
	Mrs Jane Gummer
	Mrs Kay Knowles
	Mr David Heaver
	Mrs Debbie Hughes
	Mr Edward Platt (from 14 th October 2020)
	Mr Kit Phillips
	Mr James Rank
	Mrs Sue Smithers
	Mr Neil Watt (from 14 th October 2020)
Electoral Roll Officer	Mr Andrew Lillie
Ex Officio. Safeguarding Officer	Mr Tony D'Alton
Diocesan Synod(resident)	Mrs Jane Wilkinson

Deanery Synod

Mr Nick La Hive
Mrs Caroline Noble (from 14th October 2020)

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 14 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by Nick La Hive, PCC Vice Chairman

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Date.....

Benefice of Funtington and West Stoke with Sennicotts

Analysis of total received

	Unrestricted		<i>Restricted</i> <u>Fund/s</u>	<i>Endowed</i> <u>Fund/s</u>	Total	<i>Total</i>	<i>Notes</i>
	General	Designated			All Funds	<i>All Funds</i>	
	<u>Fund</u>	<u>Funds</u>			<u>2020</u>	<i>2019</i>	
	£	£	£	£	£	£	
Planned giving (excl. tax refunds)	33,664		-	-	33,664	40,475	
Planned giving (no tax refunds)	4,790	-	-	-	4,790	760	
Loose cash collections	1,846	-	-	-	1,846	13,468	
Donations	3,807	-		-	3,807	2,329	
Gift Aid recovered	11,308		-	-	11,308	12,330	
Summer fete & Christmas bazaar		-	-	-	-	1,132	
Bank Transfer	13,207	-	-	-	13,207	6,903	
Legacies	1,000	-	-	-	1,000	500	
Natwest 2 Cheques	13,000	-	-	-	13,000	5,000	
Donations and legacies	82,622	-	-	-	82,622	82,897	
Fees for weddings & funerals	3,655	-	-	-	3,655	9,478	
Charitable activities	3,655	-	-	-	3,655	9,478	
Organ appeal	12,987	-	-	-	12,987		
Sales of the parish magazine	113	-	-	-	113	2,287	
Other Receipts		-	-	-		740	
		-	-	-			
Church centre hiring fees	269	-	-	-	269	2,888	
Magazine Advertisting Fee	2,214	-	-	-	2,214	2,693	
Refunds	139	-	-	-	139	1,155	
Other trading activities	15,721	-	-	-	15,721	9,763	
Bank & CBF deposit interest	31			-	31	2,869	
CBF investment fund dividend	4,555	-		-	4,555	2,386	
Sales of Shares	67,000		-	-	67,000	4,000	
Investments	71,586		-	-	71,586	9,255	
Other receipts					-	-	
Total received on all funds	173,585		-	-	173,584	111,393	

Notes

Benefice of Funtington and West Stoke with Sennicotts

Analysis of total paid:

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total	Total	Notes
	General	Designated			All Funds	All Funds	
	Fund	Funds			2020	2019	
	£	£	£	£	£	£	
Xmas Fair Expenses		-	-	-	-		
Gift Aid envelopes	171	-	-	-	171	271	
		-	-	-	-	24	
Cost of raising funds	171	-	-	-	171	295	
Charitable grants and donations	1,000		-	-	1,000	3,451	
Parish share to Chichester Diocese	57,500	-	-	-	57,500	65,000	
Salaries and honoraria incl Tax	5,918	-	-	-	5,918	6,084	
Clergy and other people's expenses	-	-	-	-	-	3,086	
Bank Transfer	6,560	-	-	-	6,560	60	
Council Tax	1,064	-	-	-	1,064	2,919	
Licence Fees	107	-	-	-	107	578	
Water, Gas, Electricity, and Oil	3,287	-	-	-	3,287	5,010	
Organist	923	-	-	-	923	1,488	
Church Running Costs	21,005				21,005	19,522	
Building Works	302	-	-	-	302	18,052	
Accounting & Architects fees	434	-	-	-	434	884	
Church maintenance & redecoration	43,924	-	-	-	43,924	1,607	
New Equipment	8,444				8,444	356	
New building work	-						
Diocesan and Deanery Fees	563	-	-	-	563	2,768	
Charitable costs	151,031	-	-	-	151,031	130,865	
Churches and hallcleaning	4,714	-	-	-	4,714	5,201	
Refund HMRC 2019	3,739	-	-	-	3,739		
Magazine Printing	2,191	-	-	-	2,191	3,458	
Repayment Loans/bank tfr	660	-	-	-	660	2,751	
		-	-	-			
Interegnum Costs	1,810	-	-	-	1,810		
Trading costs	13,114	-	-	-	13,114	11,410	
Total paid on all funds	164,316	-	-	-	164,316	142,570	

Notes

Benefice of Funtington and West Stoke with Sennicotts

Notes to the Annual Financial Report

Staff costs

	2020	2019
	£	£
Wages, salaries and honoraria	10,632	14,608
Employer National Insurance	Nil	Nil
Employer pension contributions	Nil	Nil
	10,632	14,608

Sennicotts	£210
West Stoke and Funtington	£4,714

Benefice of Funtington and West Stoke with Sennicotts

Statement of funds

	Balances b/fwd 1 Jan 2020	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31/12/2020
	£	£	£	£	£
Parkinson	3,000		-	-	3,000
			-		-
Total of all endowed funds	3,000	-	-	-	3,000
	-		-	-	-
Raise the Roof Fund	1,563		-	-	1,563
Mothers and Toddlers Fund	250	-	-	-	250
Sunday School Fund	248		24		248
Choir Fund	38	-		-	38
Total of all restricted funds	2,099	-	24	-	2,075
Sennicotts	4,925	-	-		4,925
New Organ		12,960	8,444		4,516
Total of all unrestricted funds	4,925	12,960	8,444	-	9,441
Total funds	£10,024	£12,960	£8,468	-	£14,516

Benefice of Funtington and West Stoke with Sennicotts

Statement of Assets and Liabilities

	Unrestricted		Restricted	Endowed	Total	Total	Notes
	General Fund	Designated Funds			All Funds 2020	All Funds 2019	
	£	£	£	£	£	£	
Assets:							
Bank current account	36,295	-			36,295	44,004	
		-				44,004	
Diocesan Assigned Fees received	nil	-	-	-	nil	-	
Total bank and deposit accounts	35,305	-	-		35,305	44,004	
Bank undeposited							
moores Ashes Fee	180				180		
Hirst Ashes Fee	210	-	-	-	210		
		-		-			
Gift Aid recoverable		-	-	-		418	
Debtors	390	-	-	-	390	418	
893 CBF Shares 1S	-				-	17,178	1
2116 CBF Shares 2S	-				-	40,697	2
40 CBF Shares 3S	819				819	769	
199 Shares CBF 4S	4,069				4,069	3,827	
12202 Black Rock Units 40	88,425				88,425	86,423	
1446 Blackrock Units 41						10,410	3
	-						
CBF Fixed Interest F5S						10,435	4
		-	-	-			
Investment assets at market value	93,313	-	-	-	93,313	169,739	
CWA	368,150				368,150	360,678	
Vicars Discretionary Fund	-	-	-		-	1,116	5
Investment assets at cost	368,150	-	-	-	368,150	361,794	
Insured Value At St Mary's Funtington	10,400,000				10,400,000	10,400,000	
Insured Value at St Andrew's	2,900,000	-	-	-	2,900,000	2,800,000	
Insured Value At St Mary's Sennicotts	2,900,000				2,900,000	2,800,000	
Total Assets	16,733,453	-	-	-	16,697,158	16,000,000	
Liabilities:							
Vat Fees		-	-	-	-	1,168	
Diocesan Fees			-	-	-	160	
organist fee	160				160	80	
		-	-	-	-		
Total liabilities						-	
	160	-	-	-	160	1,408	

Notes		
1	Transferred to 5001D	£17,605
2	Transferred to 5001D	£41,707

Benefice of Funtington and West Stoke with Sennicotts

Summary of Financial Receipts and Payments

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Endowed</i>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	<i>General</i>	<i>Designated</i>			<i>All Funds</i>	<i>All Funds</i>	
	<i>Fund</i>	<i>Funds</i>	<i>Fund/s</i>	<i>Fund/s</i>	<i>2020</i>	<i>2019</i>	
	£	£	£	£	£	£	
Income and endowments from:							
Donations and legacies	£82,621.90	£0.00	£0.00	£0.00	£82,621.90	£78,627.00	
Charitable activities	£3,655.40	£0.00	£0.00	£0.00	£3,655.40	£9,578.00	
Other trading activities	£15,721.45	£0.00	£0.00	£0.00	£15,721.45	£9,763.00	
Investments	£71,586.00	£0.00	£0.00	£0.00	£71,586.00	£9,255.00	
Other receipts		£0.00	£0.00	£0.00	£0.00	£0.00	
Total received	£173,584.75	£0.00	£0.00	£0.00	£173,584.75	107223	
Expenditure on:					£0.00		
Cost of raising funds	£171.00	£0.00	£0.00	£0.00	£171.00	£295.00	
Charitable costs	£151,031.00	£0.00	£0.00	£0.00	£151,031.00	£129,407.92	
Trading costs	£13,114.00	£0.00	£0.00	£0.00	£13,114.00	£9,706.00	
Other payments	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Total paid	£164,316.00	£0.00	£0.00	£0.00	£164,316.00	139408.92	
<i>Reconciliation of funds:</i>							
Net income or (net expenditure)	£9,268.75	£0.00	£0.00	£0.00	£9,268.75	-32185.55	
Transfers between funds	-£17,503.00		£0.00	£0.00	-£17,503.00	£0.00	
Net movement in funds	-£8,234.25		£0.00	£0.00	-£8,234.25	-32185.55	
Bank accounts at 1 January	£44,000.00			£0.00	£44,000.00	£76,190.00	
Bank accounts at 31 December	£35,765.75	£0.00	£0.00	£0.00	£35,765.75	44004.45	

Independent Examiner's Report to the PCC of Benefice of Funtington and West Stoke with Sennicotts for the Year Ended 31st December, 2020

Section A

This is my report to the Parochial Church Council of the Benefice of Funtington and West Stoke with Sennicotts, on the annual report for the year ended 31st December 2020

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.

I have examined these accounts, have no issues,
and congratulate the Church Treasurers on very well-managed and presented Accounts.



Examiner's signature