

## ST JOHN THE DIVINE WEST WORTHING



**Vicar:** The Reverend Canon Timothy Peskett

**Bank:**  
CAF Bank  
WEST MALLING  
Kent

**Legal Advisers:**  
Lings Solicitors  
110 George V Avenue  
WORTHING  
West Sussex BN11 5RR

**Independent Examiner:**  
Ms Christine Townsend  
28, Cobbles Crescent,  
Crawley,  
West Sussex

## TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS

**For the Year Ended 31<sup>st</sup> December 2020**

**Registered Charity No: 1178660**

The Annual Parochial Church Meeting will be held  
on Sunday 30<sup>th</sup> May 2021 at 11-00 am in the Church.

*Please bring this report with you to the Meeting*

**CONTENTS****Page**

Trustees' report	2
Independent Examiner's report	8
Consolidated statement of financial activities (including Preschool)	10
Consolidated balance sheet (including Preschool)	13
St John the Divine balance sheet	14
St John the Divine reserve funds	15
St John The Divine Receipts and payments account summary	16
St John The Divine Income analysis	17
St John The Divine Expenditure analysis	18
St John's Preschool income and expenditure account	19
St John's Preschool statement of assets and liabilities	20
Notes to the accounts	21
Group and committee reports	24

**TRUSTEES' REPORT****1. Structure, Governance & Management**

The Parochial Church Council of the Ecclesiastical Parish of St John the Divine, West Worthing ( "the PCC") is a charity registered ("the Charity") with the Charity Commission under No: 1178660. The members of the PCC, as trustees, have the responsibility for co-operating with the Incumbent, or, during an interregnum, Deanery and Diocesan Officers to promote in the ecclesiastical parish the whole mission of the church; pastoral, evangelistic, social and ecumenical. It also has a responsibility for the maintenance of the church hall and grounds in Ripley Road and the interior of the vicarage in Reigate Road, Worthing.

**Membership**

Membership of the PCC is determined under the church Representation Rules. In addition to those members of the church elected at the Annual Parochial Church meeting (APCM) it also includes Ex Officio members who are the incumbent, Churchwardens and members of the Deanery and Diocesan Synods. Members of the congregation are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

PCC members are also trustees and must accept the ultimate responsibility for directing the affairs of the Charity for the benefit of the public for whom it has been set up, including deciding how the funds of the Charity are to be spent.

**PCC members who have served at any time during the year 2020 are:-****Ex Officio Members**

Incumbent. The Reverend Canon Timothy Peskett from June 2020

Wardens. Ms Zoe Haworth. From 2 April 2017  
 Dr Brian Hatton. From 28 April 2019 until 11 October 2020  
 Miss Vanessa Harley. From 11 October 2020

**Diocesan**

Synod. Mrs Ros Rowley  
 Mrs Kim Upton  
 Mr Martin Lloyd. From 2 April 2017 elected Safeguarding Officer  
 From 19 November 2019 elected Vice Chairman  
 Miss Dawn Munn. From 2 April 2017 elected Secretary

**Elected Members**

Mrs Sheila Hilary. From APCM 2017 for 3 years  
 Mr David Burke. From APCM 2018 for 3 years  
 Mrs Margaret Downes From APCM 2019 for 3 years  
 Mrs Gillian Almond. From APCM 2019 for 3 years  
 Miss Alice Haworth. From APCM 2019 for 2 years  
 Mr Mike Chatfield. From APCM 2020 for 3 years  
 Mr Alan Caperon. From APCM 2020 for 3 years  
 Mrs Dorothy Smith. From APCM 2020 for 3 years



## TRUSTEES' REPORT

### 2. Co-Opted Members.

There were no Co-Opted members.

### 3. Aim and Purpose.

The primary objective of the Charity is to promote the whole mission of the church;  
Pastoral, evangelical, social and ecumenical

The Charity together with the Churchwardens support and co operate with the incumbent. Continue to maintain the condition of St John's church, the church hall and grounds, and the interior of the vicarage in Reigate road. The church maintains the Anglo Catholic tradition for which it was founded in 1901 while still recognising that the world around us is always changing.

### 4. Objectives and activities.

The Charity is committed to enabling as many people as possible to both worship at our church and also to become part of our parish community at St John's.

The PCC makes suggestions of how our services can involve the many differing groups within the parish.

We put faith into practice through prayer, scripture, music and sacrament.

In 2018, under the Diocesan strategy, we embarked on a community project involving the church, local community and local primary school in marking the centenary of the First World War with a proposed War memorial in the church grounds, this project is still ongoing.

### 5. Achievements and performance.

The PCC is keen to offer a range of services through the week and during the year that our community will find both beneficial and spiritually fulfilling, in quiet reflective worship, and also outgoing fellowship.

Our main achievement for 2020/21 must be that St John's has remained open wherever possible during the pandemic, especially following Christmas 2020 when other churches in the area sadly had to close, and this is due to Fr Tim and his team who must be commended for their dedication, hard work, and care they have shown to our community in a very difficult time.

We would like to thank all our volunteers for their hard work in making our church a lively and welcoming community, including the PCC, it's sub committees, our retired priests, Servers, sacristans, lay ministers and flower people, and many others who have worked so hard.

### 6. Review of the year.

Reflection on the previous year.

Our last report was presented only six months ago as, following the complete closure of all churches in March 2020, we were unable to hold our APCM until October 2020.

The past few months have been a very difficult time for everyone as we moved in and out of lockdown due to the pandemic.

The effects on our personal lives have been enormous,



## TRUSTEES' REPORT

Particularly not being able to meet up with family and friends for extended periods, the loss of many jobs, and of course the huge loss of life connected with the virus.

Our church life has been very different, not being able to gather together in the normal way for worship, no singing of hymns and after the services no coffee and chatting which will no doubt take its toll on the wellbeing of many.

However, we remain particularly thankful to Fr Tim and his clergy team for their tireless work leading us confidently and calmly into lockdown and out again, and for working to maintain St John's as a secure space while the county continues to battle the pandemic.

St John's has remained open wherever possible following all government guidelines on the wearing of face coverings, social distancing, providing hand sanitisers, and a one way system of entering through the south door, and exiting through the north door.

The seating at St John's has been transformed by social distancing measures which has improved the overall look of the church, the idea is to keep the new seating in place on a permanent basis.

We have been able to serve the wider community by welcoming people from other churches when their own churches had to close, also we have been able to bring our Sunday services to those who could not be with us in church via live Streaming for which we remain thankful to Zoe for her dedication and knowledge.

It is with great joy to be able to report the Ordination of Fr Josh Delia as Deacon, which was celebrated here at St John's on 24th September 2020, all government guidelines were observed for the service and numbers were restricted.

The full PCC and various sub-committees have not been able to meet for the most part of 2020 due to government restrictions, however, any vital decisions were made by the Standing and finance committee who met via Zoom.

Reports have been submitted by each committee for inclusion at the APCM.

Our Preschool is a separate financial entity, hiring the hall to take care of many local children during the working day, this has remained open where possible with the addition of the hiring of a cleaning team in line with guidelines.

In June 2019 the Preschool was assessed as "good in all areas" by OFSTED.

The production of our parish magazine has continued during the lockdown, this has been produced online due to government restrictions and we hope has continued to keep our readers interested and informed, our website has been regularly updated with all relevant information.

We have not been able to hold our social and fundraising events in 2020, but the church over the years has been through many previous upheavals, pandemics, world wars, and has always stood as a rock for the faith that gives us all hope, hopefully we will once again be able to meet as usual for our services, social events, coffee and chats in the near future.

At the 2020 APCM there were 96 names on the electoral roll, many of these live outside the parish boundary, reflecting the love which those members have for our church and its traditions.

The average weekly attendance is not accurately measurable in 2020 considering we have spent most of the year in lockdown, due to the virus.

## TRUSTEES' REPORT

There were no Easter services in 2020, however we were able to attend services at Christmas with caution and saw 227 attending for the Christmas period.

### 7. Present and future

We have much to thank our Lord for in these uncertain times.

We have our new priest Fr Tim, and a new Deacon Fr Josh who have been very well received, and we look forward to continuing our work with them.

We have observed Holy Week and Easter in 2021 with a few restrictions.

The long overdue induction of Fr Tim on 2nd May at 10am, was a great joy to us all, and we look forward to the Ordination of Fr Josh as priest later this year.

We are already thinking about our social and fundraising events for the future, which we are sure will be well received following a year with very little social interaction.

### 8. Financial Review

This year you will notice a few changes to the 2020 accounts:

The Pre School accounts have been consolidated into the Charity accounts of St John's church in accordance with Charity Commission requirements.

The PCC have agreed that all other Unrestricted Funds, except the Church Development Fund and Roof Designated Fund, should become one Unrestricted Fund. The Church Development Fund and Roof Fund are still unrestricted but are designated.

The Roof Fund, in the past, was shown in the accounts as one Restricted Fund but this contained money that was both restricted and unrestricted designated. These two parcels of money have now been separated in the accounts to indicate both the restricted and designated monies.

Although at the start of the year things were normal it wasn't long before the pandemic struck with its full force. Income was expected to be severely hit but due to some generous giving following an appeal and the Pre-School donating £4,000 we achieved a total income of £70,506 which included £4,237 gift aid claimed on donations made in 2019. If this figure is removed from the equation our income was very comparable with the previous year.

The expenditure for the year was £74,562 which is slightly less than the previous year and was as a result of the closure of the church and church hall for a proportion of the year. This had the effect of reducing our utility bills for those periods.

Once again expenditure exceeds our income, this year by £4,056 which reduces our overall reserves. This is not a situation that can continue and it is hoped that with lockdown coming to an end we can apply ourselves to some serious fundraising.

In 2020 our parish share was set at £74,035. This was to be shared equally between St John's and St Andrew's making our contribution £37,018 – we actually paid £35,000.

The total assets of the Charity after taking into account our debtors and liabilities stand at £117,266 whereas the combined assets of the church and pre-school stand at £171,635



## TRUSTEES' REPORT

### 9. Reserves Policy

It is PCC policy to retain a level of reserves appropriate to the Charity's needs. This is based on the size of the church and the level of repairs need, particularly the roof. It will aim to ensure that the church will continue to fulfil its objectives even if there is a temporary shortfall in income, or unexpected expenditure. Funds are not set aside unnecessarily and surplus funds will be invested.

From time to time the church receives restricted legacies for expenditure on particular purposes, defined by the donor. The PCC aims 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 can be identified.

### 10. St John's Preschool



St John's Preschool is a not-for-profit early years setting registered with Ofsted that is part of the work and ministry of the Ecclesiastical Parish of St John the Divine, West Worthing. The purpose of the Preschool is outlined in its constitution document:

#### Aim

To provide the community with a valuable, high profile service by means of a Christian Preschool'.

#### Objectives

'To provide a first-class programme of preschool education, including spiritual development.'

'To provide a Christian environment in which children are encouraged to develop physical, intellectual, language, emotional and social skills, in work, play and social situations.'

'To develop links between the children, parents, carers and staff associated with the Preschool and St John's Church.'

'To operate in a Christian environment without discrimination concerning the child's religion, racial origin, cultural and linguistic background or special needs.'

'To function in accordance with standards approved by appropriate governmental bodies eg. Ofsted.' The Preschool operates in St John's Church Hall on Monday – Friday (Term time only) 8.30 am – 2.30 pm as a pack-away early years setting. It provides early years education through learning activities and play for children 2-4 years old.

The Preschool follows the Early Years Foundation Stage (EYFS) Statutory Framework from the Department for Education. This specifies requirements for learning and development, for safeguarding children and for promoting their welfare.



## TRUSTEES' REPORT

The Preschool supports children in their spiritual, moral, social and cultural development. The curriculum delivered is designed to meet the individual needs of all children, with specific additional support given to SEND or disadvantaged children. Every child in the Preschool has key worker on the staff.

Regular assemblies and special events are held in church for the children, to which families and members of the congregation are often invited. Sadly, it was not possible to hold any of these in 2020 because of the Covid pandemic.

The Governors have not previously had regard to the guidance issued by the Charity Commission on public benefit because the Preschool is not a registered charity. However, they are aware of the aim and objectives in the Preschool's constitution which reflect the 'benefit' and 'public' aspects of the Charity Commission's guidance on public benefit. All the Governors are volunteers; one governor is employed by the Preschool as the Bursar.

The Preschool has an admissions policy which gives priority to applications from church attending families in the event of places being oversubscribed.

The Preschool is a happy, friendly, family environment where children, parents and staff all work together. The children learn through fun and play; these experiences give them a secure foundation for their future education and development, by building up their confidence and instilling in them an excitement for learning.

It also introduces the children to bible stories and to church; before the Covid pandemic, there were monthly assemblies in church led by one of the parish clergy.

Many parents return with siblings, demonstrating how happy they are with what the Preschool provides for their children.

The Preschool's financial position at 31 December 2020 was very strong, mainly because of the funding received to offset the impact of the Covid pandemic. West Sussex County Council continued to fund places throughout 2020 and provided extra grants to early years' settings to cover additional costs caused by the Covid pandemic.

The Governors are aware that the majority of the Preschool's income is public funding which has been provided for the purpose of educational provision.

The Governors have designated specific funds as reserves to ensure they manage the financial risks effectively and the Preschool remains financially viable in the medium and long term.

The Governors also want to ensure there are always sufficient funds available to enable them:

- to meet their statutory responsibilities as employers,
- to provide a high quality of educational provision for the children,
- to create a safe environment for adults and children in the Preschool,
- to ensure the Preschool benefits the life of the parish and the local community.

The Governors recognise that the numbers of children on the roll fluctuate for several reasons; the variation in the birth rate and the impact of other early year's provision being the main ones.

As the Preschool's income is linked directly to the numbers on roll, the Governors have agreed to hold designated funds as reserves, to manage the financial uncertainties caused by the fluctuation of numbers on roll in the short, medium and long term.

There are two principal sources of funding:

1. West Sussex County Council – government funding for all children eligible for free childcare.
2. Fees – paid by parents for children who are not eligible for government funded free childcare, or who wish to pay for more hours at the Preschool if their children are only entitled to 15 hours a week of government funding.

The constitution document for St John's Preschool was approved by the Parochial Church Council of the Parish of St John the Divine, West Worthing at its meeting on 14 July 200



## **Independent Examiner's Report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of St John the Divine, West Worthing**

### **Respective Responsibilities of Trustees and the Independent Examiner**

I report on the accounts of the Charity for the year ended 31 December 2020.

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

1. Examine the accounts (under section 145 of the 2011 Act)
2. To follow the procedures laid down under the General Directions given by the Charity Commission (under section 145(5) (b) of the 2011 Act); and
3. To state whether any particular matters have come to my attention.

### **Basis of the Independent Examiner's Report**

My examination was carried out in accordance with the 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 the following matters have come to my attention:

I was informed that the treatment of Retained Funds/Reserves has been addressed by the Trustees. I note that whilst in previous years the accounts did report on Restricted Funds and Unrestricted Funds, these funds had not been retained in separate bank accounts in accordance with the Act. The Trustees are taking action to separate Restricted Funds from other Unrestricted Funds and will in future retain the monies in separate bank accounts.

The previous application of donations between the Restricted Funds and Unrestricted Funds (including Designated Funds) has also been explained to me and I am informed that there may have been a misunderstanding by the Trustees regarding these Funds.

The accounts for the year to 31 December 2020 reflect a transfer of monies from Restricted Funds to Designated Funds of £17,394 as clearly explained in note 5 to the accounts. The Trustees have also removed the designation of certain Unrestricted Funds since these funds will be needed to cover the normal outgoings of St John The Divine during 2021. This relates specifically to the release of the Hall Designated Fund and the Craib Designated Fund. I have now satisfied myself with the explanations provided by the Trustees that the Restricted Funds retained at 31 December 2020 of £71,549 correctly consists of donations made as specific bequests by individual donors.

**Independent Examiner's Report  
to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of  
St John the Divine, West Worthing**

I have also been advised that some of the donations included within Restricted Funds have been carried forward for a number of years and that the Trustees' will consider at the next Annual General Meeting whether the purposes of the bequests held within Restricted Funds can be met by the Charity in the future.

The Trustees' will also report on whether the Designated Funds previously set aside for specific purposes can also be utilised by the Charity within a reasonable time frame. This would be welcome as funds donated for charitable purposes should be regularly reviewed to ensure that the wishes of donors are complied with wherever possible and that their bequests do not fall into a dormant pool of unused monies.

The accounts for the year to 31 December 2020 (with comparatives for 2019) now comply with the requirements to produce consolidated accounts and to include the Designated Fund of the Pre School.

I conclude as the Independent Examiner that the accounts accord with the accounting records and apart from the need to separate the Restricted Funds into separate bank accounts comply with the accounting requirements of the 2011 Act and provide a proper understanding of the accounts of the Charity.

Please ensure that the St John the Divine Financial Statements are filed with the Charity Commission.



Name: Christine Rowena Townsend

Date: 4 May 2021

Relevant professional qualification: Fellow of the Institute of Chartered Accountants in England and Wales

Address: 18 Cobbles Crescent, Crawley, West Sussex RH10 8HA



**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**  
**(Incorporating an income and expenditure account)**  
**FOR THE YEAR TO 31 DECEMBER 2020**

	Unrestricted Funds			Restricted funds	Total All funds 2020	Year to 31-Dec-19
	General	Designated	Designated Pre school			
<b>INCOMING RESOURCES</b>						
<b>St John The Divine, income</b>	£	£	£	£	£	£
Planned giving (excl tax returns)	24,011				24,011	24,289
Planned giving (no tax returns)	960				960	1,020
Other gift aided donations	5,937				5,937	3,462
Loose cash collections	4,279				4,279	4,396
Other donations	1,639			310	1,949	2,931
Gift aid recovered	12,681				12,681	3,776
Legacies					0	2,000
<b>Donations and legacies total</b>	<b>49,507</b>			<b>310</b>	<b>49,817</b>	<b>41,874</b>
<b>Pre school income</b>						
Fees year to 31 August 2020			94,833		94,833	70,425
Other income			601		601	1,587
Fees Autumn term 2020			31,706		31,706	
Other income			401		401	
			<b>127,541</b>		<b>127,541</b>	<b>72,012</b>
<b>St John The Divine, income</b>						
Fees for weddings and funerals	437				437	688
<b>Charitable activities total</b>	<b>437</b>				<b>437</b>	<b>688</b>
<b>St John The Divine, income</b>						
Fundraising and social events	1,194				1,194	3,819
Catering income	38				38	171
Parish magazine sales	99				99	250
Payments for copying	-				0	45
Hall and church hire	12,019				12,019	14,100
Hall and church hire-pre school	(8,499)				(8,499)	
Insurance claim	-				0	1,794
Sundry income	4,237			448	4,685	1,601
Magazine advertisement fees	998				998	-
Bookstall sales	6				6	19
<b>Other Fundraising activities total</b>	<b>10,092</b>			<b>448</b>	<b>10,540</b>	<b>21,799</b>
<b>St John The Divine, income</b>						
Bank and CBF deposit interest	524				524	751
CBF investment fund dividend	689				689	669
<b>Investment income</b>	<b>1,213</b>	<b>0</b>			<b>1,213</b>	<b>1,420</b>
<b>TOTAL INCOME RESOURCES</b>	<b>61,249</b>	<b>0</b>	<b>127,541</b>	<b>758</b>	<b>189,548</b>	<b>137,793</b>

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**  
**(Incorporating an income and expenditure account)**  
**FOR THE YEAR TO 31 DECEMBER 2020**

<b>RESOURCES EXPENDED</b>	<b>Unrestricted Funds</b>			<b>Restricted funds</b>	<b>Total All funds 2020</b>	<b>Year to 31-Dec-19</b>
	<b>General</b>	<b>Designated</b>	<b>Designated Preschool</b>			
	£	£	£	£	£	£
Charitable donations						1,120
Parish share to Chichester Diocese	35,000				35,000	35,000
Clergy and others allowances/expenses	5,373				5,373	5,074
Mission and evangelism costs	40				40	
PCC governance costs	735				735	
Other charitable costs	3,174				3,174	2,019
<b>Total direct costs of charitable activities</b>	<b>44,322</b>				<b>44,322</b>	<b>43,213</b>
<b>Preschool expenditure</b>						
Year to 31 August 2020			68,450		68,450	57,095
Autumn term 2020			27,957		27,957	
Hall and church hire-pre school			(8,499)		(8,499)	<i>Not consolidated</i>
			<b>87,908</b>		<b>87,908</b>	<b>57,095</b>
Church insurance	1,879				1,879	1,819
Fundraising and social events cost	129				129	593
Hall, water, gas, and electricity	2,157				2,157	2,697
Church water, gas, and electricity	4,976				4,976	4,772
Hall cleaning	4,470				4,470	4,056
Hall maintenance and redecoration	1,281				1,281	978
Hall minor repairs and improvements	364				364	288
Hall insurance	1,417				1,417	1,373
Hall major works	0				0	790
Magazine costs	35				35	42
Catering expenditure	61				61	293
Other regular church running costs	2,349				2,349	7,037
Printing and photocopying	822				822	1,181
Church maintenance and redecoration	7,300				7,300	3,506
Repayment of Archdeacon's loan	3,000				3,000	3,000
Other costs					0	595
<b>Total indirect costs of charitable activities</b>	<b>30,240</b>				<b>30,240</b>	<b>33,020</b>
<b>TOTAL RESOURCES EXPENDED</b>	<b>74,562</b>	<b>0</b>	<b>87,908</b>	<b>0</b>	<b>162,470</b>	<b>133,328</b>

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**  
**(Incorporating an income and expenditure account)**  
**FOR THE YEAR TO 31 DECEMBER 2020**

	Unrestricted Funds			Restricted funds	Total All funds 2020	Year to 31-Dec-19
	General	Designated	Designated Preschool			
	£	£	£	£	£	£
<b>MOVEMENT IN TOTAL FUNDS FOR THE YEAR</b>						
Net income/expenditure for the year	(13,313)	0	39,633	758	27,078	4,465
Prior year adjustment-roof designated funds		17,394		(17,394)		
Prior year adjustment-unrestricted funds	31,645	(31,645)				
Revaluation of shares				1,582	1,582	3,625
Hall and church hire-pre school	8,499		-8,499			
<b>TOTAL FUNDS AT 1 JANUARY 2020</b>	547	35,896	23,235	86,603	146,281	138,191
<b>TOTAL FUNDS AT 31 DECEMBER 2020</b>	<b>27,378</b>	<b>21,645</b>	<b>54,369</b>	<b>71,549</b>	<b>174,941</b>	<b>146,281</b>



**CONSOLIDATED BALANCE SHEET  
FOR THE YEAR TO 31 DECEMBER 2020**

	Unrestricted			Restricted funds	Total All funds 2020	Total All funds 2019
	General	Designated	Designated Pre School			
	£	£	£	£	£	£
<b>CURRENT ASSETS</b>						
CAF Bank current account	10,337			-	10,337	4,322
Bank current account-pre school			50,499		50,499	33,652
Bank deposit account-pre school			20,092		20,092	4,992
CBF Deposit fund	16,857	21,645		46,694	85,196	94,508
Cash in hand	184		25	270	479	1,239
<b>Cash at bank</b>	<b>27,378</b>	<b>21,645</b>	<b>70,616</b>	<b>46,964</b>	<b>166,603</b>	<b>138,713</b>
<b>Investments</b>						
1200CBF Investment fund shares	0	0	-	24,585	24,585	23,003
<b>Investment assets at market value</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,585</b>	<b>24,585</b>	<b>23,003</b>
<b>Share valuation at 31 Dec 2020 of £24,585</b>						
<b>Total assets</b>	<b>27,378</b>	<b>21,645</b>	<b>70,616</b>	<b>71,549</b>	<b>191,188</b>	<b>161,716</b>
<b>CHARITY FUNDS</b>						
<b>UNRESTRICTED FUNDS</b>	<b>27,378</b>				<b>27,378</b>	<b>36,444</b>
<b>DESIGNATED FUNDS-St John's</b>		<b>21,645</b>			<b>21,645</b>	
<b>DESIGNATED FUNDS-Preschool</b>			<b>70,616</b>		<b>70,616</b>	<b>38,669</b>
<b>RESTRICTED FUNDS</b>						
Roof				27,700		45,014
Social				890		890
Other restricted funds				42,959		40,699
				<b>71,549</b>	<b>71,549</b>	<b>86,603</b>
<b>TOTAL CHARITY FUNDS</b>	<b>27,378</b>	<b>21,645</b>	<b>70,616</b>	<b>71,549</b>	<b>191,188</b>	<b>161,716</b>
<b>DEBTORS</b>						
Preschool					-	577
HMRC	675		-	-	675	4,364
Hall rent - karate	45		-	-	45	401
St Andrew's 50% of curate's water bill	118		-	-	118	
Crown Gas				-	0	1,042
	<b>838</b>		<b>0</b>	<b>0</b>	<b>838</b>	<b>6,384</b>
<b>CREDITORS</b>						
WSCC			(15,025)		(15,025)	(15,963)
Deposits etc			(60)		(60)	(48)
Employees			(1,162)		(1,162)	
Gas and electricity	(621)				(621)	(1,235)
Water	(34)				(34)	(38)
Curates house expenses	(236)				(236)	(103)
Unpresented cheques	(253)		-	-	(253)	
Archdeacon's loan	(3,000)		-	-	(3,000)	(6,000)
<b>Total liabilities</b>	<b>(4,144)</b>		<b>(16,247)</b>	<b>-</b>	<b>(20,391)</b>	<b>(23,387)</b>
<b>NET ASSETS after debtors/(creditors)</b>	<b>24,072</b>	<b>21,645</b>	<b>54,369</b>	<b>71,549</b>	<b>171,635</b>	<b>144,713</b>

ST JOHN THE DIVINE BALANCE SHEET  
FOR THE YEAR TO 31 DECEMBER 2020

	Unrestricted funds		Restricted funds	Total All funds 2020	Total All funds 2019	Prior year adjustment
	General £	Designated £	£	£	£	£
<b>CURRENT ASSETS</b>						
CAF Bank current account	10,337		-	10,337	4,322	
CBF Deposit fund	16,857	21,645	46,694	85,196	94,508	
Cash in hand	184		270	454	1,214	
	<b>27,378</b>	<b>21,645</b>	<b>46,964</b>	<b>95,987</b>	<b>100,044</b>	
<b>Investments</b>						
1200CBF Investment fund shares	0	-	24,585	24,585	23,003	
<b>Investment assets at market value</b>	0	0	<b>24,585</b>	<b>24,585</b>	<b>23,003</b>	
<b>Share valuation at 31 Dec 2020 of £24,585</b>						
<b>Total assets</b>	<b>27,378</b>	<b>21,645</b>	<b>71,549</b>	<b>120,572</b>	<b>123,047</b>	
<b>CHARITY FUNDS</b>						
<b>RESTRICTED FUNDS</b>						
Roof			27,700	27,700	45,014	(17,394)
Social			890	890	890	
Other restricted funds			42,959	42,959	40,699	
			<b>71,549</b>	<b>71,549</b>	<b>86,603</b>	
<b>UNRESTRICTED FUNDS</b>	<b>27,378</b>	<b>21,645</b>		<b>49,023</b>	<b>36,444</b>	<b>17,394</b>
<b>TOTAL CHARITY FUNDS</b>				<b>120,572</b>	<b>123,047</b>	
<b>DEBTORS</b>						
HMRC	675	-	-	675	4,364	
Hall rent - karate	45	-	-	45	401	
St Andrew's 50% of curate's costs	118	-	-	118		
Crown Gas			-	0	1,042	
	<b>838</b>	<b>0</b>	<b>0</b>	<b>838</b>	<b>5,807</b>	
<b>CREDITORS</b>						
Gas and electricity	(621)			(621)	(1,235)	
Water	(34)			(34)	(38)	
Curate's house expenses	(236)	-	-	(236)	(103)	
Unpresented cheques	(253)	-	-	(253)		
Archdeacon's loan	(3,000)	-	-	(3,000)	(6,000)	
<b>Total liabilities</b>	<b>(4,144)</b>	<b>0</b>	<b>0</b>	<b>(4,144)</b>	<b>(7,376)</b>	
				<b>0</b>		
<b>NET ASSETS after debtors/(creditors)</b>	<b>24,072</b>	<b>21,645</b>	<b>71,549</b>	<b>117,266</b>	<b>121,478</b>	

**Charity reserves fund (adjusted for transactions received and paid in year to 31 December 2020)**  
**Fund income & expenditure**

Fund name	Balances b/f 1 Jan 2020 £	Income £	Expenditure £	Revaluation	Balances c/f 31 Dec 2020 £	Prior year Adjustment £
Social	890	0	0		890	
Restricted purposes	40,699	678	0		41,377	
Roof	27,620	80	0		27,700	(17,394)
Revaluation of shares				1,582	1,582	
<b>Total of all restricted funds</b>	<b>69,209</b>	<b>758</b>	<b>0</b>	<b>1,582</b>	<b>71,549</b>	<b>(17,394)</b>
General unrestricted fund	32,192	69,748	(74,562)		27,378	31,644
Roof-designated fund	17,394				17,394	17,394
Church development- designated fund	4,251	0	0		4,251	
Hall	0	0	0		0	(9,851)
Craib unrestricted fund	0	0	0		0	(21,761)
Vicars and Churchwardens	0	0	0		0	(32)
<b>Total of all unrestricted funds</b>	<b>53,837</b>	<b>69,748</b>	<b>(74,562)</b>		<b>49,023</b>	<b>17,394</b>
Rounding error in 2019	1					
<b>Total funds</b>	<b>123,047</b>	<b>70,506</b>	<b>(74,562)</b>	<b>1,582</b>	<b>120,572</b>	

Restricted purposes fund comprises the following:

Children's corner	£79
Crib service collection	183
Flowers	323
Jean Godden legacy	933
Junior church	451
St Luke's collection	41
Pam Bailey legacy	27,914
Requiem altar carpet	150
Solar panels	10,000
Sunday school books	76
War memorial	112
Andrew Wood	715
Altar cloths	400
<b>Total</b>	<b>£41,377</b>

Restricted Roof fund	27,700
Social fund	890
Revaluation of shares	1,582

**Total Restricted funds £71,549**



**ST JOHN' S STATEMENT OF FINANCIAL  
RECEIPTS AND PAYMENTS FOR THE YEAR TO  
31 DECEMBER 2020**

	Unrestricted funds		Restricted funds	Total All funds 2020	Total All funds 2019
	General	Designated			
	£	£	£	£	£
<b>Income from</b>					
Donations and legacies	49,507		310	49,817	41,874
Charitable activities	437		0	437	688
Other trading activities	18,591		448	19,039	21,799
Investments	1,213		0	1,213	1,420
Other receipts	0		0	0	
<b>Total received</b>	<b>69,748</b>	<b>0</b>	<b>758</b>	<b>70,506</b>	<b>65,781</b>
<b>Expenditure on</b>					
Charitable costs	(61,648)	0	0	(61,648)	(61,528)
Trading costs	(12,914)	0	0	(12,914)	(14,705)
Other payments		0	0	0	
<b>Total paid out</b>	<b>(74,562)</b>	<b>0</b>	<b>0</b>	<b>(74,562)</b>	<b>(76,233)</b>
<b>NET EXPENDITURE</b>	<b>(4,814)</b>	<b>0</b>	<b>758</b>	<b>(4,056)</b>	<b>(10,452)</b>
Prior year adjustment-roof designated funds		17,394	(17,394)	0	0
Prior year adjustment-unrestricted funds	31,645	(31,645)			
Revaluation of shares (note 8)	1,582	-	-	1,582	3,625
<b>Net movement in funds</b>	<b>(4,814)</b>		<b>758</b>	<b>(4,056)</b>	<b>(10,452)</b>
Cash & investments on 1st January 2020	547	35,896	86,603	123,046	129,874
<b>Cash and investments on 31st December 2020</b>	<b>28,960</b>	<b>21,645</b>	<b>69,967</b>	<b>120,572</b>	<b>123,047</b>

ST JOHN'S CHARITY INCOME FOR THE YEAR TO 31 DECEMBER 2020

	Unrestricted funds		Restricted funds	Total All funds 2020	Total All funds 2019
	General fund	Designated fund			
	£	£	£	£	£
Planned giving (excl tax returns)	24,011			24,011	24,289
Planned giving (no tax returns)	960			960	1,020
Other gift aided donations (note 9)	5,937			5,937	3,462
Loose cash collections	4,279			4,279	4,396
Other donations	1,639		310	1,949	2,931
Gift aid recovered (note 10)	12,681			12,681	3,776
Legacies				0	2,000
<b>Donations and legacies total</b>	<b>49,507</b>		<b>310</b>	<b>49,817</b>	<b>41,874</b>
				<b>0</b>	
Fees for weddings and funerals	437			437	688
<b>Charitable activities total</b>	<b>437</b>			<b>437</b>	<b>688</b>
Fundraising and social events (note 11)	1,194			1,194	3,819
Catering income	38			38	171
Parish magazine sales	99			99	250
Payments for copying	-			0	45
Hall and church hire(note 12)	12,019			12,019	14,100
Insurance claim	-			0	1,794
Sundry income (note 13)	4,237		448	4,685	1,601
Magazine advertisement fees	998			998	-
Bookstall sales	6			6	19
<b>Other trading activities total</b>	<b>18,591</b>		<b>448</b>	<b>19,039</b>	<b>21,799</b>
Bank and CBF deposit interest	524			524	751
CBF investment fund dividend	689			689	669
<b>Investments</b>	<b>1,213</b>			<b>1,213</b>	<b>1,420</b>
<b>Total received on all funds</b>	<b>69,748</b>		<b>758</b>	<b>70,506</b>	<b>65,781</b>

ST JOHN'S CHARITY EXPENDITURE FOR THE YEAR TO 31 DECEMBER 2020

	Unrestricted funds		Restricted funds	Total All funds 2020	Total All funds 2019
	General	Designated			
	£	£	£	£	£
Charitable donations				0	1,120
Parish share to Chichester Diocese	35,000			35,000	35,000
Clergy and others allowances/expenses (note 14)	5,373			5,373	5,074
Mission and evangelism costs	40			40	
Church water, gas and electricity	4,976			4,976	4,772
Church insurance	1,879			1,879	1,819
Printing and photocopying	822			822	1,181
Other regular church running costs (note 15)	2,349			2,349	7,037
PCC governance costs (note 16)	735			735	
Church maintenance and redecoration (note 17)	7,300			7,300	3,506
Other charitable costs (note 18)	3,174			3,174	2,019
<b>Total charitable costs</b>	<b>61,648</b>			<b>61,648</b>	<b>61,528</b>
Fundraising and social events cost	129			129	593
Hall, water, gas and electricity	2,157			2,157	2,697
Hall cleaning (note 19)	4,470			4,470	4,056
Hall maintenance and redecoration (note 20)	1,281			1,281	978
Hall minor repairs and improvements (note 21)	364			364	288
Hall insurance	1,417			1,417	1,373
Hall major works	0			0	790
Magazine costs	35			35	42
Catering expenditure	61			61	293
Repayment of Archdeacon's loan (note 7)	3,000			3,000	3,000
Other trading costs				0	595
<b>Total trading costs</b>	<b>12,914</b>			<b>12,914</b>	<b>14,705</b>
<b>Total paid on all funds</b>	<b>74,562</b>	<b>0</b>	<b>0</b>	<b>74,562</b>	<b>76,233</b>



## ST. JOHN'S PRESCHOOL

RECEIPTS & EXPENDITURE ACCOUNT FOR THE  
YEAR ENDED 31ST DECEMBER 2020

	01-Sep-19 31-Aug-20 £	Autumn term 2020 £	Total £	Year to 31-Aug-19 £
<b>Income</b>				
Fees	94,833	31,706	126,539	70,425
Fundraising	237	70	307	0
Bank interest	13		13	0
T Shirt income	6		6	42
Donation	0		0	74
Deposits	0		0	180
Insurance claim	0		0	142
Nest credit		25	25	
Grant	75		75	1,149
Refund cons	270		270	
Refund Preschool alliance		7	7	
Refund deep clean & cleaning mats		299	299	
	<b>95,434</b>	<b>32,107</b>	<b>127,541</b>	<b>72,012</b>
<b>Less Expenditure</b>				
Curriculum costs	(3,822)	(1,384)	(5,206)	(3,670)
Salaries	(54,703)	(17,950)	(72,653)	(45,501)
Holiday pay accrual		(1,162)	(1,162)	
Premises costs	(5,133)	(4,694)	(9,827)	(3,718)
Administration costs	(1,393)	(199)	(1,592)	(1,120)
Service costs	(3,256)	(2,568)	(5,824)	(3,035)
T shirts	0	0	0	(51)
Fundraising expenses	(143)	0	(143)	0
	<b>(68,450)</b>	<b>(27,957)</b>	<b>(96,407)</b>	<b>(57,095)</b>
<b>Excess of income over expenditure</b>	<b>26,984</b>	<b>4,150</b>	<b>31,134</b>	<b>14,917</b>

## ST. JOHN'S PRESCHOOL

		Year to 31-Aug-19
STATEMENT OF ASSETS AND LIABILITIES AS AT 31st DECEMBER 2020	£	£
<b>CURRENT ASSETS</b>		
<b>Bank accounts</b>		
Bank account	50,499	33,652
Cash in hand	25	25
Deposit Account	20,092	4,992
	<b>70,616</b>	<b>38,669</b>
<b>DEBTORS</b>		
Polling day due		395
Outstanding fees		182
Total debtors	0	577
<b>TOTAL ASSETS</b>	<b>70,616</b>	<b>39,246</b>
<b>LESS LIABILITIES</b>		
WSCC prepayment	15,025	15,963
Prepaid deposits	60	40
RA underpayment of refund		8
Holiday pay accrual	1,162	
<b>Total liabilities</b>	<b>(16,247)</b>	<b>(16,011)</b>
<b>Net Worth at 31st December 2020</b>	<b>54,369</b>	<b>23,235</b>
<b>REPRESENTED BY</b>		
<b>Reserves b/f</b>	23,235	8,318
<b>Surplus for the period</b>	31,134	14,917
<b>Reserves c/f</b>	<b>54,369</b>	<b>23,235</b>



**Notes to the accounts**

1. In 2019, the Independent Examiner remarked as follows:-

*"to please ensure that the Pre School accounts year end date is co terminus with the St John the Divine financial statements being the year ended 31 December to ensure the appropriate consolidation."*

In order to comply with the recommendations made in the Independent Examiner's report, the Charity's accounts for the year to 31 December 2020 now include consolidated accounts meaning that the Charity is now compliant with section 142 of the Charities Act 2011. The Pre School accounts included in the consolidated accounts are for the period from 1 August 2019 to 31 December 2020 in order that the financial period now coincides with that of the Charity.

2. The Consolidated accounts exclude the hall hire which is a cost to the Pre School and an income to St John The Divine but these transactions are still included in their respective accounts.
3. The Consolidated accounts show the Preschool results as Designated Funds in accordance with the aim of the Preschool to provide the community with a valuable, high profile service by means of a Christian preschool.
4. St John The Divine was registered with the Charity Commission on 6 June 2018 and since that date has submitted its own accounts. Prior to that date, St John's Parochial Church Council ("the PCC") was a charity excepted from registration with the Charity Commission. In order to provide a better understanding of the Charity's funds within the accounts, it has been necessary to review certain historical transactions. The outcome of the review has identified the source of certain of the Charity's funds and the specific bequests from the donors. The accounts now properly reflect the Restricted Funds and Unrestricted Funds (which includes Unrestricted Designated Funds).
5. In 2014 the PCC moved £17,394 from the Designated Church Development Fund into a Designated Roof Fund. However, this money had previously been shown as part of the Restricted Roof Fund. Under Charity Commission rules this is not permitted. The only monies that can be deemed restricted are those that have been donated with specific purposes, fundraised for a specific purpose or contained within a legacy where that purpose is defined. The PCC may set money aside for a purpose, in this case the Roof Fund. In this case it becomes a Designated Fund – the PCC cannot make money restricted. Therefore, this year's accounts show the Roof Fund separated into two sections, the Restricted Roof Fund and the Unrestricted Designated Roof Fund.
6. The PCC pays the water charges for the curate's house and St Andrew the Apostle reimburses 50% of the charge.
7. An interest free loan of £15,000 repayable over 5 years was received in 2016 from the Diocese of Chichester for the refurbishment of the hall. This is the 4<sup>th</sup> repayment instalment and there now remains £3,000 to be paid in 2021.
8. The share investment has increased its value as at the 31<sup>st</sup> December 2020 by £1,582. The increase in value of the shares is not realised until the shares are sold.
9. Other gift aided donations- These were boosted by the appeal early in the first lockdown due to the pandemic and by the generous gift of £2,800 donated for the improvement of the fabric and furnishings of the church. This donation is subject to gift aid increasing its value to £3,500.
10. Gift aid- recovery includes £4,237 from 2019.
11. This money was raised from the parish lunch at the start of the year and payments from the 100 Club for 2019 and 2020.
12. The donations include £4,000 from the Preschool to offset lower rent paid during previous years when times were difficult for them.

## Notes to the accounts

### 13. Sundry income comprises money from the following:

Money collected in the glass jar for the roof fund  
 Donations towards the war memorial  
 Donations for flowers  
 St Andrew's reimbursement of vicarage and curate's house costs. St Andrew's contribute 50% of the total expenditure on these items.  
 Claims for furloughed workers, i.e. the hall cleaner  
 Chantry book fees  
 Money passed to the church after the closure of Silver Threads. This is a restricted item put aside for altar cloths.

### 14. Clergy and other allowances and expenses

This expenditure totalling £5,373 includes:

£90 Vicarage burglar alarm  
 £2,765 Council tax on both vicarage and curate's house  
 £2,400 Redecoration of vicarage  
 £103 Water charges  
 £15 Clergy expenses

### 15. Regular church running costs

This expenditure totalling £2,349 includes:

£1,979 Upkeep of services, i.e. candles, oil for candles, new candle cupboard, wine, hosts etc.  
 £370 Organist

### 16. PCC governance costs

This expenditure totalling £735 includes:

£660 Auditor fees for 2019 accounts  
 £65 Bank charges  
 £10 HMRC – PAYE

### 17. Church maintenance and redecoration

This expenditure totalling £7,300 includes:

£324 Grounds upkeep  
 £60 Repairs  
 £6,916 Servicing and maintenance. This includes £3,652 paid to BJN Roofing for replacement of the gutter along the north elevation of the church in 2019 and £1,916 paid to ESP Ltd for the 5 yearly test on the electrical system.

### 18. Other charitable costs

This expenditure totalling £3,174 includes:

£20 Drinks licence  
 £106 Website maintenance  
 £677 Gas and electricity payment for the vicarage during the interregnum. Diocese repaid 80% of this figure.  
 £196 CCLI licence – copyright payment for music we use in church.  
 £60 Forward in faith  
 £655 Office telephone and broadband



## Notes to the accounts

- £538 Stationery costs and postage – this figure is probably higher than normal because of the information being provided during the pandemic.  
 £922 Payment for safeguarding, payment to HMRC for money overclaimed on gift aid and two payments to Liberty Accounts for a church accounting system – this was not followed up.

### 19. Hall cleaning

This expense includes the total cost of keeping the hall clean, i.e. cleaner's wages, cleaning materials, the cost of waste disposal charges.

### 20. Hall maintenance and redecoration

This expense includes repairs to the boiler, 5 yearly electrical test, servicing of the fire extinguishers and the water heater.

### 21. Hall minor repairs and improvements

This expenditure totalling £364 includes

- £165 Repairs to hall lighting switch system  
 £99 New lock to front door  
 £100 Locks to male and female toilets for greater control during the Covid period.

### 22. The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current church accounting regulations.


### 23. The following assets are recognised but not valued in the Balance sheet:

- Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.
- The church building on the corner of Elm Grove and Ripley Road, Worthing and the separate church hall building, situated within the church grounds in Ripley road are excluded from the accounts by c. 10(2) of the Charities act 2011.

Approved at the PCC meeting held on 10 May 2021

Signed.....  
 The Reverend Canon Timothy Peskett chairman of the PCC

Approved at the APCM held on 30 May 2021

Signed.....  
 The Reverend Canon Timothy Peskett chairman of the APC

## **Reports from groups and committees**

### **Churchwarden's report**

Our last Churchwardens report to the PCC was presented only seven months ago, following the complete closure of all churches in March 2020 we were unable to hold our APCM until October 2020.

However, we have much to thank our Lord for in these uncertain times,

We have been blessed with our new priest Fr Tim, and a new curate Fr Josh Delia, who have both been very well received, and we look forward to continuing our work with them.

Our church life at St Johns has been very different over the last few months as we have moved in and out of lockdown, and the effects on our personal lives has been enormous, however, wherever possible St Johns has remained open, following all government guidelines, for this we remain particularly thankful to Fr Tim and his team for their tireless work in leading us confidently and calmly in and out of lockdown, and for working to maintain St Johns as a secure space while the country continued to battle the pandemic.

We have been able to serve the wider community by welcoming people from other churches when their own churches had to close,

Also we have been able to bring our services to those who could not be with us in the church via live streaming.

We have not been able to hold our social and fundraising events in 2020 but remain confident that we will be able to continue with those much needed events in the near future.

It is with great joy that we are able to report the ordination of Fr Josh Delia as Deacon, which was celebrated here at St Johns on 24th September 2020,

All government guidelines were observed for the service and numbers restricted.

The full PCC and various sub committees we're unable to meet for the most part of 2020 due to restrictions, however vital decisions were made by the standing and finance committee who met via Zoom.

Reports have been submitted for inclusion at the APCM by each sub committee.

Present and future.

On 2nd May 2021, a service was held at St Johns for the induction of Fr Tim Peskett, a wonderful and long awaited event, at which the Archdeacon presided, all government guidelines were observed, and the service was very well attended by the congregation of St Johns together with St Andrews and friends of Fr Tim, We wish Fr Tim every blessing in his ministry, and ask for your continued prayers for Fr Tim.

We would like to take this opportunity to thank all our very valuable volunteers here at St Johns for their hard work and continued dedication in keeping our church a lively and welcoming community even in the face of a very difficult year, including, the PCC, it's sub committees, our retired clergy, servers, sacristans, lay ministers, and flower people, our office staff, and many others who work so hard behind the scenes.

Churchwardens.

### **Report on the Goods and Chattels of St John the Divine.**

The duties of a Churchwarden for this meeting are;

1. To deliver to this annual meeting a report on the fabric, goods and ornaments of the church.
2. Maintaining the terrier, inventory and logbook;

These provide details of matters relating to fabric, goods and ornaments of the church.



### **Reports from groups and committees**

The items to report are as follows, however arrangements can be made for anyone wishing to view any of these records.

JANUARY.....Rose pink chasuble donated by Colin and Pat Spong for their 60th

Wedding anniversary.

Green chasuble donated by Pam Neville.

Purple chasuble donated by Sheila Allen.

FEBRUARY.....Gospel book and cover, donated by Kim and Peter Upton.

Missal donated by Brian and Amber Hatton

Missal cover donated by Fr Beau Brandie.

Fr Beau also donated the following vestments, in addition to the sum of £431.50 from his estate.

4 Red concelebration chasubles and 1 principal Celebrant's chasuble

4 White concelebration chasubles and 1 principal Celebrant's  
Chasuble

4 Purple concelebration chasubles

2 Green concelebration chasubles

1 Pink Gothic chasuble donated by Fr Tim Peskett.

### **Electoral roll report**

At the last APCM I reported that there were 95 names on the Electoral Roll. During the last year 5 people have sadly died and we therefore have 90 names on the Electoral Roll. Approximately half of these live outside the parish.

There were no new numbers added but this was to be expected due to the Covid restrictions.

Margaret Borbone

### **Server's report**

The last year has been a challenge for us all. I am extremely grateful to those servers who have shown immense commitment and dedication enabling us to continue serving during the various lockdowns, albeit as a reduced team.

At present we have eleven altar servers but not all are serving regularly.

If you feel you have the calling to serve God at the altar please do not hesitate to speak to me, I would love to hear from you.

Mike Chatfield

Head Server

## Reports from groups and committees

### Kid's Café and Sunday Eagles

This has been quite a year for those involved in children's ministry in any shape or form. While necessary, restrictions on things like distributing food have made it either difficult or impossible to run groups in the usual way. This has, however, been a perfect time for prayer and preparation for future work with families and children at St John's.

#### Kid's Café

Sadly, social distancing and the ban on food has made it impossible to safely run Kids Café. My hope is to work towards restarting Kids Café in the new School Year. This will be an important opportunity to offer 'no-strings-attached' hospitality to the families in the area, as well as hopefully providing a way into St John's for those who would otherwise be nervous about coming through the doors.

#### Sunday Eagles

I am happy to say that as of April 25<sup>th</sup>, we have been able to restart Sunday Eagles in a slightly new format. This will usually take place on the 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> Sunday every month in term time, supported by our new team of six leaders.

The sessions now begin after the Collect and finishes before the Offertory. This means that the children can both take part in as much of the Mass as possible and get age-appropriate teaching.

It has been encouraging to hear children during Mass, and to have already had a new family join in during a session.

Please pray for Sunday Eagles and the wider children and family work at St John's as we attempt to re-establish our connections with families in the parish.

Fr Josh Delia

## Deanery Synod Report 2020

### Key roles in the synod

Rural Dean: Revd Helena Buque – St John the Baptist, Findon, St Mary the Virgin, Clapham and St John the Divine, Patching

Lay Chair: Janine Hobbs – Christ Church, Worthing

Treasurer: Liz Farrow – St Mary's, Broadwater

Secretary: Yvonne Austin – St Symphorian, Durrington

### Meetings

There was only one meeting of the deanery synod in 2020 because of the Covid 19 pandemic; this was held at St Stephen's, East Worthing on 4 February 2020.

At the meeting, the focus of discussion was on the role and effectiveness of the deanery synod:

What is the purpose of the deanery synod?

How as a synod can we be more important than just to the church community?

How do we benefit the wider Worthing population as a deanery?

At the end of the discussion, it was agreed that all synod members should discuss with their parishes what concerns they have that could be tackled by a wider set of town Christians, working together? We can then consider how parishes across the deanery and the synod might find a way to pull together to meet a common purpose.

Sadly, the disruption to the life of the parishes in the deanery caused by Covid 19 has prevented any significant follow-up to the discussion at this meeting.



## Reports from groups and committees

### Elections

In October 2020, parishes elected their representatives to the new deanery synod which had its first meeting virtually on Zoom in January 2021. Janine Hobbs stood down as Lay Chair before the elections to the new Deanery Synod Standing Committee.

In 2020, there was also a change to the Church Representation Rules:

*Elected members of the Deanery Synod may now only serve for two consecutive terms of office unless the APCM passes a resolution disapplying this limit. The limit does not apply to any term of office which began before 2020, so will not have any impact until the elections in 2026.*

Martin Lloyd

### **Safeguarding Report 2020**

Safeguarding remains a crucial area within the life of our parish, even during a period of a health pandemic which disrupted our activities and worship at St John the Divine in 2020.

In our parish the safeguarding of everyone, and especially of children and vulnerable adults, must be at the heart of everything we do in our life and worship. Abuse and mistreatment can take many forms and any safeguarding concerns should be addressed to me initially, and I will then follow them up as appropriate.

One of my main responsibilities as Parish Safeguarding Officer is concerned with DBS (Disclosure and Barring Service) checks in the parish and a significant number of these were completed in 2020. I am registered as the lead recruiter for the parish with ThirtyOne Eight – the agency used by the diocese for DBS checks - and Ros Ashton is also registered as a recruiter. This registration is necessary for the completion of DBS checks of any laity in the parish; clergy DBS checks are conducted by the diocese. The diocesan policy is that key members of the congregation, and those working with children or vulnerable adults, should have a DBS check every five years. DBS checks for volunteers currently cost £5 + VAT and for anyone who is paid £45 + VAT.

Looking forward, there are several new policies which the PCC will need to discuss and agree when it meets again; this will ensure our approach to safeguarding is strengthened and developed so that everyone in the parish has confidence in the effectiveness of our procedures.

Martin Lloyd  
Parish Safeguarding Officer

### **Parish Office report**

It will be reported elsewhere about the sad loss of Fr Beau but he did a lot to influence the "Parish office" in the absence of an incumbent.

It was his idea to send out copies of what he called the weekly "Newsletter" to everybody on the Parish electoral roll when we suddenly found ourselves locked down and unable to man the office or go to church. Since then my home has become a virtual office with the parish office answer phone and emails being accessed remotely and printing being done on our printer at home, sometimes to the consternation of my husband, Dave

During the year everybody who wants one has received the weekly mailing either by post or email.

Hopefully 2021 will, in time, allow the church and the office to reopen.

Lois Watson



## **Reports from groups and committees**

### **St John's Website**      [www.stjohnwestworth.org.uk](http://www.stjohnwestworth.org.uk)

Wendy has been unable to maintain the parish website lately, much to her regret. Accordingly, I have been updating the site with the weekly and monthly information sent in so that this aspect of the church's outreach is not neglected.

With my responsibilities as full-time carer and having become chief cook and bottlewasher at home, I have to see myself as a caretaker of the site for the moment. We appreciate that the PCC may wish to take the site in new directions, in which case it would be necessary for someone else to take over as webmaster. In the meantime, I would be happy to consider any suggestions for minor alterations or improvements if you would like to email me at the webmaster's address.

Will Oakeshott

### **St John's 100 Club**

A total of 56 tickets were sold in 2020.

Each month there are 5 prizes of £5, and at Christmas two additional prizes of £50 and £25.  
At the end of this year, we gave £297 to Church funds.

The 100 Club has been running since 2012 and we have averaged 60 participants each year. This is unfortunately reducing.

We have been prevented from having monthly draws due to the Covid19 pandemic, but they were individually drawn in one session just in time for Christmas by Father Tim.

In the last eight years, we have given St John's a total of £2,946.22.

If you would like to purchase a number, please contact me.

Lyn Gough

Tel: 07880796619

### **Church Flowers' Report 2020**

During the past year, I have been prevented from doing any flowers for most of the year due to Covid19. I would like to thank the willing helpers who have assisted me.

Donations have been given to commemorate an annual occasion, such as wedding anniversaries or remembering a loved one, or marking a special event

I am always looking for volunteers, either to arrange flowers or to help in the preparation and clearing up. Easter and Christmas are very busy times, so please me know if you can help

There is a list in the Church which you can fill in with the details that you want placed by your flowers. A pedestal will cost from £25, but any donation is welcome. At least two weeks' notice, with your donation, would be appreciated

Please see me or phone me on 07880796619

Lyn Gough

### **Hall committee report**

Everybody will realise that 2020 was a very difficult year for the hall committee. The only meeting that was anywhere near normal was that held in February when we discussed a variety of items, e.g. the cleaning of the kitchen,



## Reports from groups and committees

changing the lock on the front door to the hall because the old one was causing problems, obtaining a new soap dispenser for the ladies toilet. The first lockdown followed and the hall was completely closed.

The pre-school was able to return in the middle of the year and they agreed to clean the hall to their satisfaction until the end of term. In July we held a socially distanced meeting out of doors to discuss the reopening of the hall to outside hirers. To help achieve this we decided to fit locks on the male and female toilet doors so that any outside hirer would only be able to use the disabled toilet, thereby making the task of cleaning much reduced. One needs to bear in mind that with the coming of the pandemic cleaning had to be much more thorough. To facilitate this further we installed a paper towel holder and soap dispenser in the disabled toilet. Cleaning was always a big problem when discussing opening up the hall to keep it covid free. We decided at this stage to commence opening the hall to outside groups very slowly, as it turned out the only group we allowed back was karate who were willing to change their evening to a Friday so that the hall could be cleaned over the weekend in readiness for the pre-school on the Monday. We must thank the pre-school for continuing to do their own cleaning during the week.

Karate started again in August and continued until the November lockdown arrived – they returned for December. Whilst all this was going on our regular cleaner decided she was unable to return due to health problems so we have employed another cleaner to take on the much heavier task required by the covid regulations. In the December meeting it was decided that only karate and the preschool could continue to use the hall until Easter because of the difficulty of keeping the hall covid free. At this meeting we also discussed the condition of the hall boiler and the state of the roof over the pre-school office of the hall. The boiler keeps breaking down and roof is leaking during heavy rain – many of you will know that a new boiler was installed in the new year (2021) and the roof similarly repaired.

Chris Smith (Hall committee chairman)

## Pre-school Report for the PCC 2020

This year the Preschool accounts have been incorporated into the church accounts and part of the financial report gives information about the preschool and its finances.

In this report I will give some information about some of the 'everyday' events of the preschool. At the beginning of 2020 the preschool was running smoothly with the staff and children having fun together. There was a variety of activities offered that interested the children and ensured they were progressing in their development and learning.

Just before Easter the pandemic started and the preschool physically closed until early June. During this time the staff were in contact (remotely) with the parents and children, regularly offering support, and they produced home packs for them which they delivered to each child. During this time and since, the staff have constantly needed to keep up to date with the current regulations and guidelines which has been a huge job. They have worked very hard making sure the preschool has been a safe, secure environment where the children can have some 'normality' and continue to thrive. Cleaning and hygiene has been a huge part of this and they have undertaken this new role. We are very grateful to the hall committee and the church community for being understanding about the need to keep the hall clean and free from cross contamination.

This year we have replaced the shed and fence (between the church and car park) that were long overdue and are a big improvement.

We are very lucky that the number of children on roll at the preschool is rising and this is reflective of the hard work being put into making it such a happy and successful place. In October we had a change of Managers, as Jude decided she wanted to work more hours and no longer needed the school holidays free. Rose settled in well with the help of the staff.

At Christmas the children enjoyed taking part in a Zoom with Fr Josh and listening to the Christmas story.

We have a website for the preschool, <https://www.stjohnspreschoolworthing.co.uk> and a face book page <https://www.facebook.com/stjohnspreschoolworthing> please do take a look as it shows so much about the preschool and the lively place it is.

Ros Ashton

## **Reports from groups and committees**

### **S J Ignite report 2020**

Unfortunately the pandemic has greatly affected SJ Ignite. We have not been able to follow our planned programme of events since the beginning of the year. With the rules constantly changing we did not want to start and stop the group. We did gather for the Christingle service and had our Christmas party on Zoom. It was wonderful seeing everyone again. Hopefully in 2021 we will be able to restart the group and enjoy the fellowship it brings.

Ros Ashton