

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE BAPTIST, KIRDFORD

England & Wales · Charity number 1182412

## Details

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**Other names** PCC KIRDFORD WITH PLAISTOW

**Status** Registered

**Legal form** Other

**Registered** 2019-03-12

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** St John the Baptist Church  
Glasshouse Lane  
Kirdford  
West Sussex  
RH14 0LT

**Phone** 01403700339

**Email** [vicarage@stpeterswg.org.uk](mailto:vicarage@stpeterswg.org.uk)

**Website** <https://kirdfordwithplaistow.church/>

## Activities

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**Objects:** PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

**Activities:** Provides a place of worship, generally advances and educates people about religion. Provides pastoral care and outreach. All within the Christianity of the Church of England.

## Classification

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- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space
- **What:** Religious Activities
- **Who:** The General Public/mankind

## Geography

- West Sussex

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£94,998	£89,431	-	-
2024-12-31	£104,384	£84,587	-	-
2023-12-31	£89,529	£98,706	-	-
2022-12-31	£100,005	£75,337	-	-
2021-12-31	£100,023	£73,007	-	-
2020-12-31	£83,326	£90,756	-	-

## Trustees

Name	Role	Appointed
Christopher Harris		2025-04-08
David Sorton		2017-04-04
Dawn Phyllis Phillips		2025-04-08
Jacqueline Carol Smart		2019-04-02
James Austin Brady		2026-04-14
Janice Taylor		2011-04-30
Lindsay Gillian Nutting		2017-05-02
Marion Lesley Stoner		2023-04-18
Richard David Arthur Burge		2020-10-13
Sandra Ann Humphreys		2024-04-17
Sheila Waite		2026-04-14
Susan Elizabeth Slade		2024-04-17
Susan Valerie Bowman		2011-04-30
Susan Weston		2024-04-17
Tracy Jane Giles		2026-04-14

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# Accounts

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# St John the Baptist, Kirdford with Holy Trinity Plaistow

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For the year ended 31st December 2025

## CONTENTS

### Page

<b>2-8</b>	<b>Trustees annual report</b>
<b>9</b>	<b>Statement of financial receipts and payments</b>
<b>10</b>	<b>Statement of assets and liabilities</b>
<b>11-13</b>	<b>Notes to the accounts</b>
<b>14-15</b>	<b>Report of the independent examiner</b>

Website: <https://kirdfordwithplaistow.church>

Incumbent: In Vacancy

Independent examiner: Mr F B Pearson  
Chequer Tree House, Plaistow Road, Ifold, West Sussex RH14 0TY

Bankers: Co-operative Bank  
PO Box 50, Skelmersdale, WN8 6YL

# St John the Baptist, Kirdford with Holy Trinity, Plaistow

## Trustees Annual Report for 2025

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### Our aims and purposes

The PCC has the responsibility of co-operating with the incumbent, Reverend Clive Jenkins (until his retirement), then continuing 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 for those in need and, to other organisations with similar objectives.

### What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC 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 the 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 2025 we discussed and planned the following objectives and activities to fulfil our aims:

- To review how to enable as many people as possible to worship at our church
- To enable and encourage as many people as possible to become part of our parish community
- To review the teaching, baptising and nurturing of new and existing believers
- To review the structure and overview of worship throughout the parish
- To update our Mission Action Plan for the Parish church's vision for the future
- To enhance the Trustees' responsibility understanding
- To put faith into practice, through prayer and scripture, music and sacrament
- To offer worship and prayer, learning about the Gospel, in small group situations
- To provide access to 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
- Reaching out to the unchurched and worship community by providing assistance to the poor and needy.
- To continue to give grants to missionary organisations
- Maintaining the fabric of the church buildings as historic centres and focus of life in the villages.
- To continue working towards achieving a United Benefice with Wisborough Green parish

Most importantly we seek to be:

- A power-house of prayer
- An open and hospitable church

## 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. We have welcomed new residents to the area and new worshipers to our church family.

We continued to hold Sunday services in both Kirdford with Plaistow and Wisborough Green parishes, under the leadership of Reverend Clive Jenkins until his retirement in May. Each service and parish has its own style. We encourage parishioners to visit each church and any service. Gradually parishioners from each parish are becoming more familiar with the alternative church buildings, style of worship and worshipers. To encourage the joint worship our 'Together at 10' services are continuing to be held on each 5<sup>th</sup> Sunday, alternating between church buildings. Parishioners of both parishes have been made very welcome, and this style of service is becoming more popular.

Since the retirement of Reverend Clive Jenkins and the completion of the United Benefice more services took the format of 'Together at 10' to ease the burden of retired clergy and our Licenced Lay Minister.

Our normal average weekly attendance is 40. Services are enhanced by the participation of the congregation lay members, by both music (organ, keyboard, guitar, singing) readings and prayer, for which we are very grateful for their continued service. There is a rota of parishioners who welcome the congregation at each service. Refreshments are provided at the end of services which encourages social interaction and strengthens the community.

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*The positive feedback from the free church members enhanced their enjoyment of the sessions and pleasure of meeting together*

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Since joining with Wisborough Green we have been able to combine and share resources. Our Licensed Lay Minister, Janice Taylor, has taken services and lead Lent and Advent courses for both parishes which have included the local free church. Once the interregnum started Janice has taken family services in both parishes, and recently assisted by our Authorised Lay Minister, Susan Weston. Reverend Michael Jackson, (a retired priest living in the parish) has taken many services and undertaken pastoral work within the parish. We continue to follow practices of emailing all parishioners in the community with details of services and events taking place. This being

our Mission Action Plan of inclusion to the wider community to encourage the deepening of faith for all ages. We continue to be welcomed into our village school to lead Assemblies; these visits have now been provided by our Authorised Lay Minister, Susan Weston. The very close link with the village school and headmaster is visible to the wider community when the school held harvest and Christmas services in church, which was full on both occasions.

We held a commemorative service to mark VJ Day in August. The Harvest services were well attended as was the Harvest supper. Remembrance Service was very well attended; the church being filled and included the local youth service groups present. The traditional Crib Service was attended by 83 adults plus 47 children; the traditional Carol service at Holy Trinity was attended by 62 adults and 10 children. Christmas Day service was also very well attended ably led by our LLM, Janice Taylor. Saturday morning prayer continues weekly. Compline services, instigated by a lay member of the congregation continues to be held regularly.

In the school holidays a morning of Messy Church has taken place. This is well attended by the wider community and is proving to be popular.

In the summer we held a service of remembrance and thanksgiving for lives of the departed. A change from holding this service on All Souls' Day it attracted more attendees due to the brighter daytime. All those who may have been affected by the loss of a loved one were invited

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

In 2025 we hosted 1 wedding, 4 church funerals, 1 cremation conducted for parishioners, 1 memorial service, and 6 burials of ashes. The trend of holding a memorial service in the church after a cremation continues. This offers the family to welcome many local friends and parishioners into the church for the service, thereby opening up the opportunity for non-worshippers to be included in church life.

Our Lent course was held at the local free church Chapel with equal numbers of their members and our congregation attending. It was led by Janice Taylor (LLM) and the Chapel Community Pastor.

The Parish Magazine continues to be a source of information for the church activities and services, as well as local events being held by other organisations. The publication of 335 copies is distributed throughout all the villages. The regular Link newsletter is distributed weekly (emailed and printed) giving details of up-and-coming activities and services in both parishes.

The creation of a new and updated website for our Parish is a source of information and events; it is available to all, and the web address is publicised widely.

### **Evangelism and outreach**

During 2025 support continued for vulnerable residents in both practical and mental ways.

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*'Tranquil. Appreciated the Prayer Trail'*

TS

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Prayer stations have continued to be available along with a 'Lord's Prayer Trail' in the churchyard. As these proved very popular, not just with the church family but also with the wider community, we have left the prayer trail up and to provide regular prayer focuses.

Weekly morning coffee sessions are welcomed by residents and supported led by both church members and residents.

We strongly believe we should be the church in the community as much as encouraging the community into the church, and in seeking, to become equipped and enabled to be 'church' amongst the villages.

Social events have been held to encourage parishioners of both parishes to become more familiar with those of the other parish, these include a Harvest Supper. Organised by the Friends of our churches, a VE-Day concert was held in May. It was extremely well attended by both parishioners and the wider community.

All parishioners were encouraged to attend the special Deanery celebrations recognising 950 years of Chichester Cathedral.

During the year the PCC held a workshop morning to review the Mission Action Plan. The purpose was to identify specific areas of outreach, community, worship, discipleship, events, school, families, resources and communication where the PCC members could be more effective. The outcome of this discussion session will form the basis under which the PCC acts in 2026 and onwards.

### **Provision of the church buildings for people to enjoy**

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*"We were married in this church (Holy Trinity) 41 years ago – We are glad the church is open to revisit"*

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Our churches continue 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. Throughout the year both churches were open every day during daylight hours for private prayer; prayer requests had been added to the prayer boxes which were made known and dealt with by members of the prayer team. Visitors are welcome.

Many visitors remark on the sense of peacefulness and spirituality our churches provide. Other remarks received have included the sense of history within; that people of much earlier generations found life and presence there, and comments on the appreciation of the architectural beauty of the buildings and stain glass windows.

We have three Commonwealth War Graves which have been maintained during the year along with the continued upkeep of the churchyard. Extra effort has been made to keep the churchyard in good condition around the Prayer Trail, the Commonwealth War Graves and the conservation area. Much appreciation is for the volunteers who help to keep the churchyard tidy and orderly.

### ***Spatial reordering of Holy Trinity and future projects***

The plans for some reordering in Holy Trinity to install two toilets and better catering facilities, along with renewed heating and lighting have progressed. Fundraising in the previous years and legacies have gone some way to provide these, but there is still a long way to go. During the year small events have been held where the proceeds have been designated to this project.

The quinquennial inspections were carried out in 2024; reports received in 2025 and have indicated that there is urgent work required on the buildings.

Ongoing decisions made in faith, to adopt and encourage the Diocesan Strategy of re-imagining of ministry and to modernise our church buildings, point to a hopeful future but will require the continued spiritual and financial commitment from all of us to see it realised.

### ***Provision of pastoral care and welfare for people living in the parish***

In line with our desire to be the church out in the community, we seek to serve pastoral and welfare needs along with the many 'good neighbour' deeds that already exist in our villages. Our willing church family provide support in this vital ministry. Growth from outreach of the church has led to providing support in many ways for the local community. We are however aware that this does not meet all the needs, so the PCC looked to increase the outreach support; our trained lay members facilitate this for the future.

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*'I really appreciate the help that the church has provided during these dreadful times'*

CS

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Provision for Home Communion continues; at present this is carried out the Licensed Lay Minister with a view for growth in this area. A retired Priest in the Parish also takes home communion.

Of particular encouragement was this year's Harvest Festival giving. The church donated the fresh produce to local residents, the other gifts were sent to Family Support Work (FSW). Donations at Christmas tide were overwhelming, hampers were distributed to families recognised as being in need via the FSW network.

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*"Your continued support is very much appreciated"*  
Family Support Work

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Because of the generosity of the church family and others, we were able to continue to provide food to support the vulnerable individuals and families throughout the year. We have been blessed with donations received specifically for this purpose. We do operate our own limited food bank for this as an addition to having ring-fenced funds for emergency use

### ***Other charitable giving***

We once again held our annual fundraiser for the specific purpose of supporting the community of Bobi in Uganda, enabling them to maintain the village water bore hole and well. Additional donations are used by the community to provide equipment for their schools and church.

The annual shoebox appeal saw many boxes filled and ready for distribution to Eastern European countries.

During the year, the PCC made donations to Historic Churches, The Children's Society, our own Diocesan Family Support Work, The Royal British Legion Poppy Appeal, the Ripple Effect charity, and the Diocesan Children's May camp.

### ***Safeguarding Incumbents Report***

The issue of Safeguarding is taken very seriously by the Incumbent and PCC who hold the duty of care of all people in our community of faith, especially the young and vulnerable adults among us.

To that end we:

- Adopted the House of Bishops' Policy on Safeguarding
- Appointed a Parish Safeguarding Officer
- Ensure all necessary DBS checks are in place
- Ensure those involved with children's work or vulnerable adults, or who hold a Parish Office, regularly attend training provided by the Diocese of Chichester and acquire the necessary standard of training.
- Have requested that all PCC members complete the Basic Awareness and Foundation CoE safeguarding courses.
- Regularly audit our Safeguarding Policies and Best Practice Procedures using SQP.

### **Financial Review**

#### **Receipts (Note 3 to the Accounts).**

The total amount received on unrestricted funds was £90,270 (2024 - £100,243) and on restricted funds £4,727 (2024 - £4,142)

The planned giving through the Parish Giving Scheme, envelopes and banker's orders has decreased by 2.3% to £38,478 (2024 - £39,390). The Parish Giving Scheme provides reasonable stability for planned giving with several donors using the inflation tool, annually increasing their giving. The decrease is due to the demise and re-location of a few donors.

Sunday service collections (within 'Loose cash collections) have decreased by 28.8% on 2024 collections, with the use of a contactless card donation unit at all services to counteract the demise of the use of cash. For 7 months of 2025 there were a reduced number of services held due to the interregnum and combined services in the recently formed united benefice.

No legacies were received in 2025. The PCC was also grateful for donations received to support the Pastoral care within the Parish and allocated to the Community Fund.

Fees received for weddings and funerals were lower at £1,774 (2024 - £5,001). Collections at funerals and memorial services tend to be gifted to a charity chosen by the family involved.

There was a decrease in Income from investments £14,099 (2024 - £14,376) held both by the PCC and managed by the Diocese on the PCC's behalf.

Our annual fundraising Bring and Buy sale for the benefit of supporting the village of Bobi in Uganda raised £2,256 through sales and donations plus gift aid when applicable.

#### **Payments (Note 6 to the Accounts)**

The total amount paid out of the unrestricted funds was £86,431 (2024 - £82,087) and on restricted funds £3,000 (2024 - £2,500)

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

The largest cost for the PCC was the sum of £43,723 (2024 - £40,723) due to the diocese for our share of all churches' Parish Ministry Costs. Reverend Clive Jenkins gives us 50% of his ministry whilst the remaining 50% of his ministry is for Wisborough Green. This amount covers the housing, stipend and pension costs of the clergy, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. The PCC contributes 100% of our Parish Ministry Costs allocated to our Parish by the Diocese. The PCC agreed that due to a surplus in 2024 there was an additional amount £3,000 paid to the Diocese to help other parishes who could not afford their full share of ministry costs.

### ***Trustee payments and expenses***

The PCC supported the clergy by paying 50% of Council Tax of £842, plus other costs towards travel, hospitality, telephone and general administration amounting to £680; total £1,522 (2024 - £3,241).

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

### ***Repairs to the fabric of the church building***

The PCC authorised further work on the re-ordering plans for Holy Trinity in 2025 which incurred costs from the architect and other professionals of £12,060, paid from general funds. Other small repairs amounted to £903. Payment for the quinquennial inspections carried out in 2024 amounted to £2,235 paid in 2025.

### **Statement of Funds (Note 11 to the Accounts)**

Total funds at 31 December 2025 were £408,523 (2024 - £392,649) of which Unrestricted Funds were £244,797 (2024 - £235,455). Within the funds, PCC bank balances combining current and savings accounts and CCLA Deposit Fund totalled £219,229 (2024 - £213,663) with the General Fund element of those PCC bank balances being £92,181 (2024 - £102,584)

### **Why we hold some money in reserve in the PCC bank accounts?**

It is PCC policy to maintain a balance on the general unrestricted funds (excluding property) which equates to approximately six months' worth of unrestricted payments as contingency against unforeseen situations. The average monthly expenditure in 2025 was £7,453. The closing balance of non-designated cash held in current accounts is £40,182; with the knowledge that major improvements and repairs are needed, this together with the amount of £52,000 in the CCLA deposit account will cover unforeseen situations and some of the repairs. Other capital sums held from receipts in previous years will be used as a reserve for the quinquennial works to both churches and to contribute to the re-ordering of Holy Trinity within the next few years.

## **Risk Management**

In normal times the PCC consider that the principal risks and uncertainties are:

- The need to fund unexpected costs associated with the church's listed buildings.
- An unexpected fall in income, particularly given the dependence of the church on a limited number of major regular donors.
- How to provide facilities for the growth in children's and youth activities associated with the church.
- How to provide for the growth of the church within the community.
- The requirement to find volunteers with the appropriate skills, time and commitment to support the ministry of the congregation.

The PCC seeks to manage these risks and uncertainties by regularly reviewing its plans for the use of the church buildings.

The church maintains its properties to a high standard and strives to carry out the priority items of a quinquennial review in a timely manner.

## 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.

The APCM was held in April 2025 in The Foresters, Kirdford with all parishioners invited to join in.

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

### *Ex Officio members*

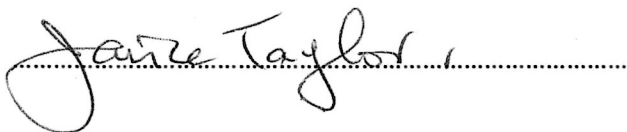
Incumbent	Revd. Clive Jenkins (until May 2025)	Chairman
Church Wardens	Richard Burge Jackie Smart	
Licensed Lay Minister	Janice Taylor	Deanery Synod Vice chairman from May 2025) Licenced Lay Minister

### *Elected Representatives*

Sue Bowman		Treasurer and Deanery Synod Representative
Lindsay Nutting		Safeguarding officer
David Sorton		Secretary
Brian Spicer	(until April 2025)	
James Brady	(until April 2025)	
Marion Stoner		
Carolyn Osborne		
Lance Oelmann	(until September 2025)	
Kim Humphreys		
Susan Weston		Authorised Lay Minister
Sue Slade		
Dawn Philips	(from April 2025)	
Chris Harris	(from April 2025)	

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 Ministers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 12 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 Janice Taylor, PCC Acting Chairman



Date: 11<sup>th</sup> February 2026

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Statement of Financial Receipts and Payments**

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Endowed</i>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	<b>General</b>	<b>Designated</b>					
	<b>Fund</b>	<b>Funds</b>	<b>Fund/s</b>	<b>Fund/s</b>	<b>2025</b>	<b>2024</b>	
	£	£	£	£	£	£	
<b>Income and endowments from:</b>							
Donations and legacies	58,070	12,597	3,000	-	<b>73,667</b>	77,280	
Charitable activities	1,774	-	-	-	<b>1,774</b>	5,001	
Other trading activities	4,740	619	-	-	<b>5,359</b>	7,728	
Investments	9,949	2,423	-	1,727	<b>14,099</b>	14,376	
Other receipts	99	-	-	-	<b>99</b>	-	
<b>Total received</b>	<b>74,632</b>	<b>15,638</b>	<b>3,000</b>	<b>1,727</b>	<b>94,998</b>	104,384	3
<b>Expenditure on:</b>							
Cost of raising funds	48	371	-	-	<b>419</b>	871	
Charitable costs	77,300	5,298	3,000	-	<b>85,598</b>	80,502	
Trading costs	2,748	-	-	-	<b>2,748</b>	3,215	
Other payments	666	-	-	-	<b>666</b>	-	
<b>Total paid</b>	<b>80,762</b>	<b>5,669</b>	<b>3,000</b>	<b>-</b>	<b>89,431</b>	84,587	6
<i>Reconciliation of funds:</i>							
<b>Net income (expenditure)</b>	(6,130)	9,969	-	1,727	<b>5,567</b>	19,797	
Transfers between funds	(4,273)	6,000		(1,727)	-	-	
<b>Net movement in funds</b>	<b>(10,403)</b>	<b>15,969</b>	-	-	<b>5,567</b>	19,797	
Bank accounts at 1 January	102,584	111,078	-	-	<b>213,663</b>	193,865	
<b>Bank accounts at 31 December</b>	<b>92,181</b>	<b>127,048</b>	-	-	<b>219,229</b>	213,663	A&L

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Statement of Assets and Liabilities**

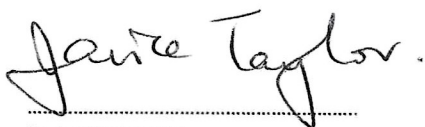
	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total	Total
	General Fund	Designated Funds			All Funds 2025	2024
	£		£	£	£	£
<b>Assets:</b>						
Bank current account	1,847	26,188			<b>28,036</b>	30,449
Bank savings account	38,335	35,859			<b>74,193</b>	66,213
CCLA Deposit Fund	52,000	65,000			<b>117,000</b>	117,000
PCC-owned bank balance	<b>92,182</b>	<b>127,047</b>	-	-	<b>219,229</b>	213,663
Diocesan Assigned Fees received		-			-	-
<b>Total bank and deposit accounts</b>	<b>92,182</b>	<b>127,047</b>	-	-	<b>219,229</b>	213,663
		-				
<b>Debtors</b>	-	-	-	-	-	-
CBF Fixed interest Fund		-		2,776	<b>2,776</b>	2,710
CBF Investment Fund		-	15,295	76,553	<b>91,848</b>	95,589
M&G Charifund	25,568	-		69,102	<b>94,670</b>	80,688
<b>Investment assets at market value</b>	<b>25,568</b>	-	<b>15,295</b>	<b>148,431</b>	<b>189,294</b>	178,986
<b>Total assets</b>	<b>117,750</b>	<b>127,047</b>	<b>15,295</b>	<b>148,431</b>	<b>408,523</b>	392,649

5/11

**Unrestricted Designated funds**

	Quinquennial	Facilities	Bob	Friends	Bellringers	Choir	Community	2025
	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Total
	£	£	£	£	£	£	£	£
<b>Assets:</b>								
Bank current account	765	10,347	(48)	11,769	245	-	3,111	<b>26,188</b>
Bank savings account	2,578	28,027	797	1,007	3,219	231	-	<b>35,859</b>
CCLA Deposit Fund	18,000	47,000	-	-	-	-	-	<b>65,000</b>
PCC-owned bank balance	<b>21,343</b>	<b>85,373</b>	<b>748</b>	<b>12,776</b>	<b>3,464</b>	<b>231</b>	<b>3,111</b>	<b>127,047</b>
Diocesan Assigned Fees received								-
<b>Total bank and deposit accounts</b>	<b>21,343</b>	<b>85,373</b>	<b>748</b>	<b>12,776</b>	<b>3,464</b>	<b>231</b>	<b>3,111</b>	<b>127,047</b>
<b>Debtors</b>		-	-	-	-	-	-	-
								-
<b>Investment assets at market value</b>	-	-	-	-	-	-	-	-
								-
<b>Total assets</b>	<b>21,343</b>	<b>85,373</b>	<b>748</b>	<b>12,776</b>	<b>3,464</b>	<b>231</b>	<b>3,111</b>	<b>127,047</b>

The Financial Statements for the year ended 31st December 2025 on pages 9 - 13 was approved by the PCC and signed on its behalf by



Janice Taylor LLM  
PCC Acting Chairman

Date: 11th February 2025

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Notes to the Accounts**

- 1 The Financial Statement for the PCC has been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments basis.
- 2 Moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, are not included in the Statement of Assets and Liabilities

**3 Analysis of total received**

	Unrestricted		Restricted Churchyard Fund/s	Total Endowed Fund/s	Total		Notes
	General Fund	Designated Funds			All Funds 2025	All Funds 2024	
	£	£	£	£	£	£	
Planned giving (excl. tax refunds)	37,564	914	-	-	<b>38,478</b>	39,390	
Loose cash collections	5,074	14	-	-	<b>5,088</b>	7,143	
Special appeals	1,311	-	-	-	<b>1,311</b>	2,569	
Gift Aid recovered	11,329	1,135	-	-	<b>12,464</b>	13,144	10
General donations	2,791	10,534	-	-	<b>13,325</b>	12,533	
Legacies	-	-	-	-	-	-	4
Grants	-	-	3,000	-	<b>3,000</b>	2,500	9
<b>Donations and legacies</b>	<b>58,070</b>	<b>12,597</b>	<b>3,000</b>	-	<b>73,667</b>	77,280	
Fees for weddings & funerals	1,774	-	-	-	<b>1,774</b>	5,001	
<b>Charitable activities</b>	<b>1,774</b>	-	-	-	<b>1,774</b>	5,001	
Fundraising events & activities	86	619	-	-	<b>705</b>	2,410	
Sales of the parish magazine	1,529	-	-	-	<b>1,529</b>	1,565	
Children's activities	12	-	-	-	<b>12</b>	-	
Other trading activities	-	-	-	-	-	-	
Magazine advertisement fees	2,325	-	-	-	<b>2,325</b>	2,970	
Coffee shop and church boxes	788	-	-	-	<b>788</b>	783	
<b>Other trading activities</b>	<b>4,740</b>	<b>619</b>	-	-	<b>5,359</b>	7,728	
Bank & CBF deposit interest	647	2,423	-	-	<b>3,069</b>	716	
Investments interest CBF/M&G	9,302	-	-	1,727	<b>11,029</b>	13,660	
	-	-	-	-	-	-	
<b>Investments</b>	<b>9,949</b>	<b>2,423</b>	-	<b>1,727</b>	<b>14,099</b>	14,376	
Other receipts	99	-	-	-	<b>99</b>	-	5
<b>Total received on all funds</b>	<b>74,632</b>	<b>15,638</b>	<b>3,000</b>	<b>1,727</b>	<b>94,998</b>	104,384	

Total Unrestricted Fund Receipts £90,270 (2024=100,243 )

	Unrestricted Designated Funds						2025 Total
	Quinquennial Fund	Facilities Fund	Bobi Fund	Friends Fund	Bellringers Fund	Community Fund	
	£	£	£	£	£	£	£
Planned giving (excl. tax refunds)				914			<b>914</b>
Loose cash collections		14					<b>14</b>
Gift Aid recovered		779	251	105			<b>1,135</b>
General donations		5,488	2,005		60	2,981	<b>10,534</b>
<b>Donations and legacies</b>	-	<b>6,281</b>	<b>2,256</b>	<b>1,019</b>	<b>60</b>	<b>2,981</b>	<b>12,597</b>
Fees for weddings & funerals	-	-	-	-	-	-	-
<b>Charitable activities</b>	-	-	-	-	-	-	-
Fundraising events & activities	-	-	-	619	-	-	<b>619</b>
<b>Other trading activities</b>	-	-	-	<b>619</b>	-	-	<b>619</b>
Bank & CBF deposit interest	-	2,423	-	-	-	-	<b>2,423</b>
<b>Investments</b>	-	<b>2,423</b>	-	-	-	-	<b>2,423</b>
Other receipts	-	-	-	-	-	-	-
<b>Total received designated funds</b>	-	<b>8,703</b>	<b>2,256</b>	<b>1,637</b>	<b>60</b>	<b>2,981</b>	<b>15,638</b>

4 No legacies were received in 2025

5 Other receipts in 2025 include a small surplus from the Harvest supper and book sales

Notes to the Accounts (continued)

6 Analysis of total paid:

	Unrestricted		Restricted Churchyard Fund/s	Total Endowed Fund/s	Total		Notes
	General	Designated			All Funds	All Funds	
	Fund	Funds			2025	2024	
	£		£	£	£	£	
Event expenses	48	371			419	871	
<b>Cost of raising funds</b>	<b>48</b>	<b>371</b>	-	-	<b>419</b>	<b>871</b>	
Charitable grants and donations	2,068	3,062	-	-	5,130	13,497	7
Parish share to Chichester Diocese	43,723	-	-	-	43,723	40,723	8
Clergy and other people's expenses	1,522	-	-	-	1,522	3,241	
Mission & evangelism costs	2,375	-	-	-	2,375	1,691	
Insurance	4,542	-	-	-	4,542	4,403	
Water, Gas, Electricity, and Oil	3,406	-	-	-	3,406	4,482	
Other regular church running costs	5,379	-	-	-	5,379	3,955	
Professional & Architect fees	12,060	2,235	-	-	14,295	1,775	
Church maintenance & redecoration	903	-	-	-	903	2,433	
Churchyard maintenance	1,323	-	3,000	-	4,323	4,303	9
<b>Charitable costs</b>	<b>77,300</b>	<b>5,298</b>	<b>3,000</b>	-	<b>85,598</b>	<b>80,502</b>	
Magazine printing	2,748	-	-	-	2,748	2,655	
Other trading costs		-	-	-	-	560	
<b>Trading costs</b>	<b>2,748</b>	-	-	-	<b>2,748</b>	<b>3,215</b>	
Other payments	666	-			666	-	
<b>Total paid on all funds</b>	<b>80,762</b>	<b>5,669</b>	<b>3,000</b>	-	<b>89,431</b>	<b>84,587</b>	

	Unrestricted Designated funds							2025 Total
	Quinquennial Fund	Facilities Fund	Bobi Fund	Friends Fund	Bellringers Fund	Choir Fund	Community Fund	
	£	£	£	£	£	£	£	
Event expenses				371				371
<b>Cost of raising funds</b>	-	-	-	<b>371</b>	-	-	-	<b>371</b>
Charitable grants and donations	-	-	2,500				562	3,062
Professional & Architect fees	2,235	-	-	-	-	-	-	2,235
<b>Charitable costs</b>	<b>2,235</b>	-	<b>2,500</b>	-	-	-	<b>562</b>	<b>5,298</b>
<b>Trading costs</b>	-	-	-	-	-	-	-	-
Other payments								-
<b>Total paid designated funds</b>	<b>2,235</b>	-	<b>2,500</b>	<b>371</b>	-	-	<b>562</b>	<b>5,669</b>

7 Charitable grants and donations include varying amounts to Chichester DBF Maycamp, The Ripple Effect charity and the Children's Society Charitable donations from the Community Fund were made on a regular basis to provide basic essentials to parishioners in need due to current economic situation

8 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs. Our Parish is responsible for 50% of our clergy and this cost was paid in 2025 in full plus an extra contribution of £3,000

9 This Restricted Fund movement in the year represented grants received for and expenditure on Churchyard maintenance

10 Gift Aid is recoverable on eligible donations received. The last claim for which money, other than the Parish Giving Scheme, was received on 6th October 2025 covering general donations to 30 September 2025. Gift Aid on the Parish Giving Scheme is usually received in the month of giving; December's amount due is outstanding as at 31 December 2025 The claim for donations to the Friends designated account up to 31 March 2025 was received on 18th June 2025.

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Notes to the Accounts (continued)**

**11 Statement of funds**

	Balances as at 1 Jan 2025	Receipts	Payments	Transfers, other gains and losses	Balances as at 31 Dec 2025
	£	£	£	£	£
Sale of Curate's House	112,611	4,777	(4,777)	5,157	<b>117,768</b>
Smith (Fabric)	16,314	968	(968)	2,424	<b>18,737</b>
Downer (Churchyard)	15,931	443	(443)	(637)	<b>15,294</b>
<b>Total of all endowed funds</b>	<b>144,855</b>	<b>6,188</b>	<b>(6,188)</b>	<b>6,944</b>	<b>151,799</b>
Kirdford Chancel Fund	12,338	317	(317)	(413)	<b>11,925</b>
Churchyard Fund	-	3,000	(3,000)		-
	-				-
<b>Total of all restricted funds</b>	<b>12,338</b>	<b>3,317</b>	<b>(3,317)</b>	<b>(413)</b>	<b>11,925</b>
General fund	124,378	69,854	(74,257)	(2,223)	<b>117,752</b>
Quinquennial Fund	20,578		(2,235)	3,000	<b>21,343</b>
Facilities Fund	73,670	8,703		3,000	<b>85,373</b>
Bobbi Fund	992	2,256	(2,500)		<b>749</b>
Friends Fund	11,509	1,637	(371)		<b>12,776</b>
Bellringers Fund	3,404	60			<b>3,464</b>
Choir Fund	232				<b>232</b>
Chancel repair Fund	-				-
Community Fund	692	2,981	(562)		<b>3,111</b>
<b>Total of all unrestricted funds</b>	<b>235,456</b>	<b>85,492</b>	<b>(79,926)</b>	<b>3,777</b>	<b>244,800</b>
<b>Total funds</b>	<b>392,650</b>	<b>94,997</b>	<b>(89,431)</b>	<b>10,308</b>	<b>408,523</b>

**Endowed Funds:**

Interest and investment receipts in respect of the Endowed Funds of £14,099 (note 3) has been used for general expenditure and classified as such within note 6.

The capital from the sale of the Curate's house is held in trust, the income from which is unrestricted. The Smith bequest is a permanent endowment which requires the income to be spent on the church fabric. The Downer bequest is a permanent endowment which requires the income to be spent on the churchyard.

**Restricted Funds:**

The Restricted Funds comprise the Chancel and Churchyard funds. These funds are not invested permanently, but are to be spent within reasonable timescales. The entire churchyard fund is spent each year.

**Unrestricted Funds:**

The unrestricted General Fund includes investments held by the PCC in the M&G Charifund.

# Independent Examiner's Report to the PCC of St John the Baptist, Kirdford with Holy Trinity, Plaistow for the Year Ended 31<sup>st</sup> December 2025

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St John the Baptist, Kirdford with Holy Trinity, Plaistow, on the annual report for the year ended 31<sup>st</sup> December 2024 set out on pages 9 to 12

**Respective responsibilities of trustees and examiner**

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
3. to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Examiner's signature**



**Examiner's name** CAPITALS

FREDERIC BARRIE PEARSON

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

11<sup>th</sup> February 2026  
F.C.A.

**Examiner's address**

Chequer Tree House, Plaistow Rd., Ifold, West Sussex, RH14 0TY

# Independent Examiner's Report to the PCC of St John the Baptist, Kirdford with Holy Trinity, Plaistow for the Year Ended 31<sup>st</sup> December 2025

## Section B

## Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose

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# Accounts

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# St John the Baptist, Kirdford with Holy Trinity Plaistow

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For the year ended 31st December 2024

## CONTENTS

### Page

<b>2-8</b>	<b>Trustees annual report</b>
<b>9</b>	<b>Statement of financial receipts and payments</b>
<b>10</b>	<b>Statement of assets and liabilities</b>
<b>11-13</b>	<b>Notes to the accounts</b>
<b>14-15</b>	<b>Report of the independent examiner</b>

Website: [www.stjohnkirdfordwithholysanctitytrinityplaistow.org.uk](http://www.stjohnkirdfordwithholysanctitytrinityplaistow.org.uk)

Incumbent: The Revd Clive Jenkins  
The Vicarage, Glebe Way, Wisborough Green, RH14 0DZ

Independent examiner: Mr F B Pearson  
Chequer Tree House, Plaistow Road, Ifold, West Sussex RH14 0TY

Bankers: Co-operative Bank  
PO Box 50, Skelmersdale, WN8 6YL

# St John the Baptist, Kirdford with Holy Trinity, Plaistow

## Trustees Annual Report for 2024

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### Our aims and purposes

The PCC has the responsibility of co-operating with the incumbent, Reverend Clive Jenkins, then continuing 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 for those in need and, to other organisations with similar objectives.

### What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC 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 the 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 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
- Activating our Mission Action Plan for the Parish church's vision for the future
- 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, learning about the Gospel, in small group situations
- 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 pastoral care, special services and food bank provision
- Maintaining the fabric of the church building as a historic centre and focus of life in the village.
- Working towards achieving a United Benefice with Wisborough Green parish

Most importantly we seek to be:

- A power-house of prayer
- An open and hospitable church

## 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. We have welcomed new residents to the area and new worshipers to our church family.

We continued to hold Sunday services in both Wisborough Green and Kirdford with Plaistow parishes, under the leadership of Reverend Clive Jenkins, who has the responsibility of both - with each service and parish having its own style. We encourage parishioners to visit either church and any service. Gradually parishioners from each parish are becoming more familiar with the alternative church buildings, style of worship and worshipers. To encourage the joint worship our 'Together at 10' services are continuing to be held on each 5<sup>th</sup> Sunday, alternating between church buildings. Parishioners of both parishes have been made very welcome and this style of service is becoming more popular.

Both PCC's have agreed to work towards becoming a United Benefice in the near future and the process has moved forward with Diocese agreement. Social events have been held to encourage parishioners of both parishes to become more familiar with those of the other parish, these include a Harvest Supper, Jingle and Mingle social evening.

Our normal average weekly attendance is 40. Services are enhanced by the participation of the congregation lay members, by both music (organ, keyboard, guitar, singing) readings and prayer, for which we are very grateful. There is a rota of parishioners who welcome the congregation at each service. Refreshments are provided at the end of services which encourages social interaction and strengthens the community.

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*The positive feedback from the free church members enhanced their enjoyment of the sessions and pleasure of meeting together*  
ML

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Since joining with Wisborough Green we have been able to combine and share resources. Our Licensed Lay Reader, Janice Taylor, has taken services and lead Lent and Advent courses for both parishes which have included the local ecumenical free church. We continue to follow practices of emailing all parishioners in the community with details of services and events taking place. This being our Mission Action Plan of inclusion to the wider community to encourage the deepening of faith for all ages. We continue to be welcomed into our village school to lead Assemblies when this is possible. We maintain a very close link with the village school and headmaster; the school held harvest and Christmas services in church which was full on both occasions.

We held a commemorative service to mark the 80<sup>th</sup> anniversary of D-Day which was well attended by ex-servicemen and parishioners from both parishes. The Harvest services were well attended as was the Harvest supper. Remembrance Service was very well attended, the church being filled with the local youth service groups present. The traditional Crib Service was attended by 43 adults plus 57 children; the traditional Carol service at Holy Trinity was led by Revd Michael Jackson (a retired priest living in the parish). Revd Jackson has also taken the Midnight service and many other services during the year when Revd Clive Jenkins has not been available. Christmas Day service was also very well attended ably led by our ALM, Susan Weston. Saturday morning prayer continues weekly. Compline services, instigated by a lay member of the congregation continues to be held regularly.

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

In 2024 there have been 3 weddings, 10 church funerals, 1 cremation conducted for parishioners, 4 memorial services, and 2 burials of ashes. The trend of holding a memorial service in the church after a cremation has

increased. This offers the family to welcome many local friends and parishioners into the church for the service, thereby opening up the opportunity for non-worshippers to be included in church life.

Our Lent course was held at the local free church Chapel with equal numbers of their members and our congregation attending. It was led by Revd Clive Jenkins and the Chapel Community Pastor.

The Parish Magazine continues to be a source of information about the church activities and services, as well as local events being held by other organisations. The publication of 350 copies is distributed throughout all the villages. The regular Link newsletter is distributed weekly (emailed and printed) giving details of up-and-coming activities and services in both parishes.

### ***Evangelism and outreach***

During 2024 support continued for vulnerable residents in both practical and mental ways.

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*'Tranquil. Appreciated the Prayer Trail'*

TS

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Prayer stations have continued to be available along with a 'Lord's Prayer Trail' in the churchyard. As these proved very popular, not just with the church family but also with the wider community, we have left the prayer trail up and to provide regular prayer focuses. St John the Baptist Patronal Festival service was held in June. Also held was a Thanksgiving Service to which all those who may have been affected by the loss of a loved one were invited.

Weekly morning coffee sessions are welcomed by residents and supported led by both church members and local residents.

We strongly believe we should be the church in the community as much as encouraging the community into the church, and in seeking, to become equipped and enabled to be 'church' amongst the villages.

A revised website was started during the year, designed and managed by a PCC member. Nearly completed this will be launched soon.

### ***Provision of the church building for people to enjoy***

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*We were married in this church (Holy Trinity) 41 years ago – We are glad the church is open to revisit*

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Our churches continue 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. Throughout the year both churches were open for private prayer; prayer requests had been added to the prayer boxes which were made known and dealt with by members of the prayer team. Visitors are welcome.

Many visitors remark on the sense of peacefulness and spirituality our churches provide. Other remarks received have included the sense of history within; that people of much earlier generations found life and presence there, and comments on the appreciation of the architectural beauty of the buildings and stain glass windows.

We have three Commonwealth War Graves which have been maintained during the year along with the continued upkeep of the churchyard. Extra effort has been made to keep the churchyard in good condition around the Prayer Trail, the Commonwealth War Graves and the conservation area.

### ***Spatial reordering of Holy Trinity and future projects***

The plans for some reordering in Holy Trinity to install two toilets and better catering facilities, along with renewed heating and lighting have progressed. Fundraising in the previous years and legacies have gone some way to provide these, but there is still a long way to go. During the year small events have been held where the proceeds have been designated to this project.

The quinquennial reports were carried out in 2024 and have indicated that there is urgent work required on the buildings.

Ongoing decisions made in faith, to adopt and encourage the Diocesan Strategy of re-imaging of ministry and to modernise our church buildings, point to a hopeful future but will require the continued spiritual and financial commitment from all of us to see it realised.

### ***Provision of pastoral care and welfare for people living in the parish***

In line with our desire to be the church out in the community, we seek to serve pastoral and welfare needs along with the many 'good neighbour' deeds that already exist in our villages. Our willing church family provide support in this vital ministry. Growth from outreach of the church has led to providing support in many ways for the local community. We are however aware that this does not meet all the needs so the PCC looked to increase the outreach support; our trained lay members facilitate this for the future.

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*'I really appreciate the help that the church has provided during these dreadful times'*

CS

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Provision for Home Communion continues; at present this is carried out by the Incumbent and the Licensed Lay Minister with a view for growth in this area. A retired Priest in the Parish also takes home communion.

Of particular encouragement was this year's Harvest Festival giving. The church donated the fresh produce to local residents and the other gifts were sent to Family Support Work (FSW). Donations at Christmas tide were overwhelming, hampers were distributed to families recognised as being in need via the FSW network.

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*"Your continued support is very much appreciated"*  
Family Support Work

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Because of the generosity of the church family and others, we were able to continue to provide food to support the vulnerable individuals and families throughout the year. We have been blessed with donations received specifically for this purpose. We do operate our own limited food bank for this as an addition to having ring-fenced funds for emergency use. The school harvest service gave rise to a huge amount of food available for distribution to our own Parish community to support those in need plus additional items for the Family Support Work organisation in the Diocese. This will continue into 2025 and beyond especially in the current economic climate.

### ***Other charitable giving***

We once again held our annual fundraiser for the specific purpose of supporting the community of Bobi in Uganda, enabling them to maintain the village water bore hole and well. Additional donations are used by the community to provide equipment for their schools and church.

During the year, the PCC made donations to Historic Churches, The Children's Society, our own Diocesan Family Support Work, The Air Ambulance Trust, Refugee Action, YWAM (a charity in Uganda supported by local families). The Royal British Legion Poppy Appeal were sent the collection raised at the Remembrance Day service.

### ***Safeguarding Incumbents Report***

The issue of Safeguarding is taken very seriously by the Incumbent and PCC who hold the duty of care of all people

in our community of faith, especially the young and vulnerable adults among us.

To that end we:

- Adopted the House of Bishops' Policy on Safeguarding
- Appointed a Parish Safeguarding Officer
- Ensure all necessary DBS checks are in place
- Ensure those involved with children's work or vulnerable adults, or who hold a Parish Office, regularly attend training provided by the Diocese of Chichester and acquire the necessary standard of training.

- Have requested that all PCC members complete the Basic Awareness and Foundation CoE safeguarding courses.
- Regularly audit our Safeguarding Policies and Best Practice Procedures using SQP.

## **Financial Review**

### **Receipts (Note 3 to the Accounts).**

The total amount received on general unrestricted funds was £100,243 (2023 - £85,452) and on restricted funds £4,142 (2023 - £4,077)

The planned giving through the Parish Giving Scheme, envelopes and banker's orders has increased by 3.4% to £39,390 (2023 - £38,102). The Parish Giving Scheme provides stability for planned giving with a number of donors using the inflation, annually increasing their giving.

Sunday service collections (within 'Loose cash collections) have increased by 11.6% on 2023 collections, with the use of a contactless card donation unit at all services to counteract the demise of the use of cash.

No legacies were received in 2024. The PCC was also grateful for donations received to support the Pastoral care within the Parish and allocated to the Community Fund.

Fees received for weddings and funerals were higher at £5,001 (2023 - £3,773). Collections at funerals and memorial services tend to be gifted to a charity chosen by the family involved.

There was an increase in Income from investments £14,376 (2023 - £11,750) held both by the PCC and managed by the Diocese on the PCC's behalf.

Our annual fundraising Bring and Buy sale for the benefit of supporting the village of Bobi in Uganda raised £2,945 through sales and donations.

### **Payments (Note 6 to the Accounts)**

The total amount paid out of the general unrestricted funds was £82,087 (2023 - £84,619) and on restricted funds £2,500 (2023 - £2,500)

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

The largest cost for the PCC was the sum of £40,723 (2023 - £39,398) due to the diocese for our share of all churches' Parish Ministry Costs. Reverend Clive Jenkins gives us 50% of his ministry whilst the remaining 50% of his ministry is for Wisborough Green. This amount covers the housing, stipend and pension costs of the clergy, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. The PCC contributes 100% of the Parish Ministry Costs allocated to our Parish by the Diocese.

### ***Trustee payments and expenses***

The PCC supported the clergy by paying 50% of Council Tax of £1,876, plus other costs towards travel, hospitality, telephone and general administration amounting to a little over £2,558; total £4,434 (2023 - £3,801).

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

### ***Repairs to the fabric of the church building***

The PCC authorised further work on the re-ordering plans for Holy Trinity in 2024 which incurred costs from the architect of £1,775, paid from general funds. Other repairs included the addition of a safety rail to the bell tower at St John the Baptist church and heating boiler repairs at Holy Trinity.

### **Statement of Funds (Note 11 to the Accounts)**

Total funds at 31 December 2024 were £392,649 (2023 - £368,558) of which Unrestricted Funds were £235,455 (2023 - £215,104). Within the funds, PCC bank balances combining current and savings accounts and CCLA Deposit Fund totalled £213,663 (2023 – £193,865) with the General Fund element of those PCC bank balances being £102,584 (2023 - £90,555)

### **Why we hold some money in reserve in the PCC bank accounts?**

It is PCC policy to maintain a balance on the general unrestricted funds (excluding property) which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The average monthly expenditure in 2024 was £7,049. The closing balance of non-designated cash held in current accounts is £50,584; with the knowledge that major improvements and repairs are needed, this together with the amount of £52,000 in the CCLA deposit account will cover unforeseen situations and some of the repairs. Other capital sums held from receipts in previous years will be used as a reserve for the quinquennial works to both churches and also to contribute to the re-ordering of Holy Trinity within the next few years.

## **Risk Management**

In normal times the PCC consider that the principal risks and uncertainties are:

- The need to fund unexpected costs associated with the church's listed buildings.
- An unexpected fall in income, particularly given the dependence of the church on a limited number of major regular donors.
- How to provide facilities for the growth in children's and youth activities associated with the church.
- How to provide for the growth of the church within the community.
- The requirement to find volunteers with the appropriate skills, time and commitment to support the ministry of the congregation.

The PCC seeks to manage these risks and uncertainties by regularly reviewing its plans for the use of the church buildings.

The church maintains its properties to a high standard and strives to carry out the priority items of a quinquennial review in a timely manner.

## 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.

The APCM was held in April 2024 in The Sun Inn, Plaistow with all parishioners invited to join in.

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

### *Ex Officio members*


Incumbent	Revd. Clive Jenkins	Chairman
Church Wardens	Richard Burge Jackie Smart	
Licensed Lay Minister	Janice Taylor	Deanery Synod

### *Elected Representatives*

Sue Bowman		Treasurer and Deanery Synod Representative
Lindsay Nutting		Safeguarding officer
David Sorton		Secretary
Sheila Waite	(until April 2024)	Vice Chairman
Brian Spicer		
Helen Brady	(until April 2024)	
James Brady		
Marion Stoner		
Carolyn Osborne		
Lance Oelmann		
Kim Humphreys	(from April 2024)	
Susan Weston	(from April 2024)	
Sue Slade	(from April 2024)	

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 Ministers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 12 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 The Revd. Clive Jenkins, PCC Chairman



.....

Date: 11<sup>th</sup> February 2025

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Statement of Financial Receipts and Payments**

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Endowed</i>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	<b>General</b>	<b>Designated</b>					
	<b>Fund</b>	<b>Funds</b>	<b>Fund/s</b>	<b>Fund/s</b>	<b>2024</b>	<b>2023</b>	
	£	£	£	£	£	£	
<b>Income and endowments from:</b>							
Donations and legacies	61,992	12,788	2,500	-	<b>77,280</b>	65,634	
Charitable activities	5,001	-	-	-	<b>5,001</b>	3,773	
Other trading activities	5,343	2,385	-	-	<b>7,728</b>	8,321	
Investments	12,024	710	-	1,642	<b>14,376</b>	11,750	
Other receipts	-	-	-	-	-	52	
<b>Total received</b>	<b>84,360</b>	<b>15,883</b>	<b>2,500</b>	<b>1,642</b>	<b>104,384</b>	89,529	3
<b>Expenditure on:</b>							
Cost of raising funds	-	871	-	-	<b>871</b>	-	
Charitable costs	70,757	7,245	2,500	-	<b>80,502</b>	91,155	
Trading costs	3,215	-	-	-	<b>3,215</b>	2,838	
Other payments	-	-	-	-	-	4,713	
<b>Total paid</b>	<b>73,971</b>	<b>8,116</b>	<b>2,500</b>	-	<b>84,587</b>	98,706	6
<i>Reconciliation of funds:</i>							
<b>Net income (expenditure)</b>	10,388	7,767	-	1,642	<b>19,797</b>	(9,176)	
Transfers between funds	1,642	-		(1,642)	-	-	
<b>Net movement in funds</b>	<b>12,030</b>	<b>7,767</b>	-	-	<b>19,797</b>	(9,176)	
Bank accounts at 1 January	90,555	103,311	-	-	<b>193,865</b>	203,041	
<b>Bank accounts at 31 December</b>	<b>102,585</b>	<b>111,078</b>	-	-	<b>213,663</b>	193,865	A&L

ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW

Statement of Assets and Liabilities

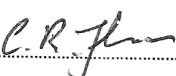
	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total	Total
	General Fund	Designated Funds			All Funds 2024	2023
	£		£	£	£	£
<b>Assets:</b>						
Bank current account	13,074	17,375			30,449	26,365
Bank savings account	37,510	28,703			66,213	50,500
CCLA Deposit Fund	52,000	65,000			117,000	117,000
PCC-owned bank balance	102,584	111,078	-	-	213,663	193,865
Diocesan Assigned Fees received		-			-	-
<b>Total bank and deposit accounts</b>	<b>102,584</b>	<b>111,078</b>	<b>-</b>	<b>-</b>	<b>213,663</b>	<b>193,865</b>
Wedding fees not yet received		-			-	-
Local Authority grant for churchyard		-			-	-
Gift Aid recoverable		-			-	-
<b>Debtors</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
CBF Fixed interest Fund		-		2,710	2,710	2,630
CBF Investment Fund		-	15,932	79,658	95,589	93,425
M&G Charifund	21,792	-		58,896	80,688	78,637
<b>Investment assets at market value</b>	<b>21,792</b>	<b>-</b>	<b>15,932</b>	<b>141,263</b>	<b>178,986</b>	<b>174,692</b>
<b>Total assets</b>	<b>124,376</b>	<b>111,078</b>	<b>15,932</b>	<b>141,263</b>	<b>392,649</b>	<b>368,558</b>

5/11

Unrestricted Designated funds

	Quinquennial Fund	Facilities Fund	Bobbi Fund	Friends Fund	Bellringers Fund	Choir Fund	Community Fund	2024 Total
	£	£	£	£	£	£	£	£
<b>Assets:</b>								
Bank current account	-	5,800	195	10,503	185	-	692	17,375
Bank savings account	2,578	20,870	797	1,007	3,219	232		28,703
CCLA Deposit Fund	18,000	47,000						65,000
PCC-owned bank balance	20,578	73,670	992	11,510	3,404	232	692	111,078
Diocesan Assigned Fees received								-
<b>Total bank and deposit accounts</b>	<b>20,578</b>	<b>73,670</b>	<b>992</b>	<b>11,510</b>	<b>3,404</b>	<b>232</b>	<b>692</b>	<b>111,078</b>
								-
<b>Debtors</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
								-
<b>Investment assets at market value</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
								-
<b>Total assets</b>	<b>20,578</b>	<b>73,670</b>	<b>992</b>	<b>11,510</b>	<b>3,404</b>	<b>232</b>	<b>692</b>	<b>111,078</b>

The Financial Statements for the year ended 31st December 2024 on pages 9 - 13 were approved by the PCC and signed on its behalf by



PCC Chairman

Date: 11th February 2025

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Notes to the Accounts**

- 1 The Financial Statement for the PCC has been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments basis.
- 2 Moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, are not included in the Statement of Assets and Liabilities
- 3 **Analysis of total received**

	Unrestricted		Restricted Churchyard Fund/s	Total Endowed Fund/s	Total		Notes
	General	Designated			All Funds	All Funds	
	Fund	Funds			2024	2023	
	£	£	£	£	£	£	
Planned giving (excl. tax refunds)	38,446	944	-	-	<b>39,390</b>	38,102	
Loose cash collections	6,932	211	-	-	<b>7,143</b>	5,047	
Special appeals	2,569	-	-	-	<b>2,569</b>	1,840	
Gift Aid recovered	11,851	1,293	-	-	<b>13,144</b>	11,333	10
General donations	2,194	10,340	-	-	<b>12,533</b>	6,272	
Legacies	-	-	-	-	-	-	4
Grants	-	-	2,500	-	<b>2,500</b>	3,040	9
<b>Donations and legacies</b>	<b>61,992</b>	<b>12,788</b>	<b>2,500</b>	-	<b>77,280</b>	65,634	
Fees for weddings & funerals	5,001	-	-	-	<b>5,001</b>	3,773	
<b>Charitable activities</b>	<b>5,001</b>	-	-	-	<b>5,001</b>	3,773	
Fundraising events & activities	25	2,385	-	-	<b>2,410</b>	2,822	
Sales of the parish magazine	1,565	-	-	-	<b>1,565</b>	1,631	
Children's activities	-	-	-	-	-	12	
Other trading activities	-	-	-	-	-	119	
Magazine advertisement fees	2,970	-	-	-	<b>2,970</b>	2,800	
Coffee shop and church boxes	783	-	-	-	<b>783</b>	938	
<b>Other trading activities</b>	<b>5,343</b>	<b>2,385</b>	-	-	<b>7,728</b>	8,321	
Bank & CBF deposit interest	6	710	-	-	<b>716</b>	3	
Investments interest CBF/M&G	12,019	-	-	1,642	<b>13,660</b>	11,747	
	-	-	-	-	-	-	
<b>Investments</b>	<b>12,024</b>	<b>710</b>	-	<b>1,642</b>	<b>14,376</b>	11,750	
Other receipts	-	-	-	-	-	52	5
<b>Total received on all funds</b>	<b>84,360</b>	<b>15,883</b>	<b>2,500</b>	<b>1,642</b>	<b>104,384</b>	89,529	

Total Unrestricted Fund Receipts £100,243 (2023-£85,452)

	Unrestricted Designated Funds							2024 Total
	Quinquennial Fund	Facilities Fund	Bobi Fund	Friends Fund	Bellringers Fund	Choir Fund	Community Fund	
	£	£	£	£	£	£	£	
Planned giving (excl. tax refunds)	-	-	-	944	-	-	-	<b>944</b>
Loose cash collections	-	211	-	-	-	-	-	<b>211</b>
Gift Aid recovered	-	847	323	114	-	-	10	<b>1,293</b>
General donations	-	4,645	2,623	-	185	-	2,887	<b>10,340</b>
<b>Donations and legacies</b>	-	<b>5,703</b>	<b>2,945</b>	<b>1,058</b>	<b>185</b>	-	<b>2,897</b>	<b>12,788</b>
Fees for weddings & funerals	-	-	-	-	-	-	-	-
<b>Charitable activities</b>	-	-	-	-	-	-	-	-
Fundraising events & activities	-	-	-	2,385	-	-	-	<b>2,385</b>
<b>Other trading activities</b>	-	-	-	<b>2,385</b>	-	-	-	<b>2,385</b>
Bank & CBF deposit interest	-	710	-	-	-	-	-	<b>710</b>
Investments interest CBF/M&G	-	-	-	-	-	-	-	-
<b>Investments</b>	-	<b>710</b>	-	-	-	-	-	<b>710</b>
Other receipts	-	-	-	-	-	-	-	-
<b>Total received designated funds</b>	-	<b>6,413</b>	<b>2,945</b>	<b>3,443</b>	<b>185</b>	-	<b>2,897</b>	<b>15,883</b>

4 No legacies were received in 2024

5 Other receipts in 2023 includes a donation towards Vicar's travelling expenses and book sales

Notes to the Accounts (continued)

6 Analysis of total paid:

	Unrestricted		Restricted Churchyard Fund/s	Total Endowed Fund/s	Total		Notes
	General	Designated			All Funds	All Funds	
	Fund	Funds			2024	2023	
	£		£	£	£	£	
Event expenses	-	871			871	-	
<b>Cost of raising funds</b>	-	<b>871</b>	-	-	<b>871</b>	-	
Charitable grants and donations	6,252	7,245	-	-	<b>13,497</b>	11,548	7
Parish share to Chichester Diocese	40,723	-	-	-	<b>40,723</b>	39,398	8
Clergy and other people's expenses	3,241	-	-	-	<b>3,241</b>	3,801	
Mission & evangelism costs	1,691	-	-	-	<b>1,691</b>	1,136	
Insurance	4,403	-	-	-	<b>4,403</b>	4,321	
Water, Gas, Electricity, and Oil	4,482	-	-	-	<b>4,482</b>	2,021	
Other regular church running costs	3,955	-	-	-	<b>3,955</b>	5,163	
Architect's fees	1,775	-	-	-	<b>1,775</b>	1,928	
Church maintenance & redecoration	2,433	-	-	-	<b>2,433</b>	16,950	
Churchyard maintenance	1,803	-	2,500	-	<b>4,303</b>	4,889	9
<b>Charitable costs</b>	<b>70,757</b>	<b>7,245</b>	<b>2,500</b>	-	<b>80,502</b>	91,155	
Magazine printing	2,655	-	-	-	<b>2,655</b>	2,496	
Other trading costs	560	-	-	-	<b>560</b>	342	
<b>Trading costs</b>	<b>3,215</b>	-	-	-	<b>3,215</b>	2,838	
Other payments	-	-	-	-	-	4,713	
<b>Total paid on all funds</b>	<b>73,971</b>	<b>8,116</b>	<b>2,500</b>	-	<b>84,587</b>	98,706	

	Unrestricted Designated funds							2024 Total
	Quinquennial Fund	Facilities Fund	Bobbi Fund	Friends Fund	Bellringers Fund	Choir Fund	Community Fund	
	£	£	£	£	£	£	£	
Event expenses	-	-	-	871	-	-	-	<b>871</b>
<b>Cost of raising funds</b>	-	-	-	<b>871</b>	-	-	-	<b>871</b>
Charitable grants and donations	-	-	2,750	-	-	-	4,495	<b>7,245</b>
<b>Charitable costs</b>	-	-	<b>2,750</b>	-	-	-	<b>4,495</b>	<b>7,245</b>
<b>Trading costs</b>	-	-	-	-	-	-	-	-
Other payments	-	-	-	-	-	-	-	-
<b>Total paid designated funds</b>	-	-	<b>2,750</b>	<b>871</b>	-	-	<b>4,495</b>	<b>8,116</b>

7 Charitable grants and donations include £1000 to each of Kent & Sussex Air Ambulance, YWAM and Refugee Action charities Charitable donations from the Community Fund were made on a regular basis to provide basic essentials to parishioners in need due to current economic situation

8 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs. Our Parish is responsible for 50% of our clergy and this cost was paid in 2024 in full.

9 This Restricted Fund movement in the year represented grants received for and expenditure on Churchyard maintenance

10 Gift Aid is recoverable on eligible donations received. The last claim for which money, other than the Parish Giving Scheme, was received on 1st November 2024 covering general donations to 30 September 2024. Gift Aid on the Parish Giving Scheme planned giving is received in the month of giving. The claim for donations to the Friends designated account up to 31 March 2024 was received on 31st May 2024.

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Notes to the Accounts (continued)**

**11 Statement of funds**

	Balances as at 1 Jan 2024	Receipts	Payments	Transfers, other gains and losses	Balances as at 31 Dec 2024
	£	£	£	£	£
Sale of Curate's House	109,953	4,595	(4,595)	2,657	<b>112,611</b>
Smith (Fabric)	15,889	900	(900)	425	<b>16,314</b>
Downer (Churchyard)	15,574	432	(432)	356	<b>15,931</b>
<b>Total of all endowed funds</b>	<b>141,417</b>	<b>5,927</b>	<b>(5,927)</b>	<b>3,439</b>	<b>144,855</b>
Kirdford Chancel Fund	12,037	310	(310)	302	<b>12,339</b>
Churchyard Fund	-	2,500	(2,500)	-	-
	-	-	-	-	-
<b>Total of all restricted funds</b>	<b>12,037</b>	<b>2,810</b>	<b>(2,810)</b>	<b>302</b>	<b>12,339</b>
General fund	111,794	88,501	(76,471)	554	<b>124,377</b>
Quinquennial Fund	20,578	-	-	-	<b>20,578</b>
Facilities Fund	67,257	6,413	-	-	<b>73,670</b>
Bobbi Fund	797	2,945	(2,750)	-	<b>992</b>
Friends Fund	8,937	3,443	(871)	-	<b>11,509</b>
Bellringers Fund	3,219	185	-	-	<b>3,404</b>
Choir Fund	232	-	-	-	<b>232</b>
Chancel repair Fund	-	-	-	-	-
Community Fund	2,291	2,897	(4,495)	-	<b>692</b>
<b>Total of all unrestricted funds</b>	<b>215,104</b>	<b>104,384</b>	<b>(84,587)</b>	<b>554</b>	<b>235,455</b>
<b>Total funds</b>	<b>368,558</b>	<b>113,121</b>	<b>(93,324)</b>	<b>4,294</b>	<b>392,649</b>

**Endowed Funds:**

Interest and investment receipts in respect of the Endowed Funds of £13,660 (note 3) has been used for general expenditure and classified as such within note 6.

The capital from the sale of the Curate's house is held in trust, the income from which is unrestricted. The Smith bequest is a permanent endowment which requires the income to be spent on the church fabric. The Downer bequest is a permanent endowment which requires the income to be spent on the churchyard.

**Restricted Funds:**

The Restricted Funds comprise the Chancel and Churchyard funds. These funds are not invested permanently, but are to be spent within reasonable timescales. The entire churchyard fund is spent each year.

**Unrestricted Funds:**

The unrestricted General Fund includes investments held by the PCC in the M&G Charifund.

# Independent Examiner's Report to the PCC of St John the Baptist, Kirdford with Holy Trinity, Plaistow for the Year Ended 31<sup>st</sup> December, 2024

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St John the Baptist, Kirdford with Holy Trinity, Plaistow, on the annual report for the year ended 31<sup>st</sup> December 2024 set out on pages 9 to 12

**Respective responsibilities of trustees and examiner**

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
3. to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Examiner's signature**



**Examiner's name** *CAPITALS*

FREDERIC BARRIE PEARSON

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

11<sup>th</sup> February 2025  
F.C.A.

**Examiner's address**

Chequer Tree House, Plaistow Rd., Ifold, West Sussex, RH14 0TY

# Independent Examiner's Report to the PCC of St John the Baptist, Kirdford with Holy Trinity, Plaistow for the Year Ended 31<sup>st</sup> December, 2024

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose

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# Accounts

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# St John the Baptist, Kirdford with Holy Trinity Plaistow

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For the year ended 31st December 2023

## CONTENTS

**Page**

**2-8** Trustees annual report

**9** Statement of financial receipts and payments

**10** Statement of assets and liabilities

**11-13** Notes to the accounts

**14-15** Report of the independent examiner

Website: [www.stjohnkirdfordwithholyltrinityplaistow.org.uk](http://www.stjohnkirdfordwithholyltrinityplaistow.org.uk)

Incumbent: The Revd Clive Jenkins  
The Vicarage, Glebe Way, Wisborough Green, RH14 0DZ

Independent examiner: Mr F B Pearson  
Chequer Tree House, Plaistow Road, Ifold, West Sussex RH14 0TY

Bankers: Co-operative Bank  
PO Box 50, Skelmersdale, WN8 6YL

# St John the Baptist, Kirdford with Holy Trinity, Plaistow Trustees Annual Report for 2023

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## Our aims and purposes

The PCC has the responsibility of co-operating with the incumbent, Reverend Clive Jenkins, then continuing 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 for those in need and, to other organisations with similar objectives.

## What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC 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 the 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 2023 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
- Activating our Mission Action Plan for the Parish church's vision for the future
- 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, learning about the Gospel, in small group situations
- 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 pastoral care, special services and food bank provision
- Maintaining the fabric of the church building as a historic centre and focus of life in the village.
- Working towards achieving a United Benefice with Wisborough Green parish

Most importantly we seek to be:

- A power-house of prayer
- An open and hospitable church

## 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.

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*"I hate to think where I would be without Jesus and the love and support of my church family "*

RM

We continued to hold Sunday services in both Wisborough Green and Kirdford with Plaistow parishes, under the leadership of Reverend Clive Jenkins, who has the responsibility of both -with each service and parish having its own style. We encourage parishioners to visit either church and any service. Gradually parishioners from each parish are becoming

more familiar with the alternative church buildings, style of worship and worshipers. To encourage the joint worship a 'Together at 10' service is held on each 5<sup>th</sup> Sunday, alternating between church buildings.

Parishioners of both parishes have been made very welcome and this style of service is becoming more popular.

Both PCC's have agreed to work towards becoming a United Benefice in the near future and have started the process. Social events have been held to encourage parishioners of both parishes to become more familiar with those of the other parish.

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*'I have felt closer to God than I have been for a long time'*

HM

Our normal average weekly attendance is 45. Services are enhanced by the participation of the congregation lay members, by both music (organ, keyboard, guitar, singing) readings and prayer, for which we are very grateful. There is a rota of parishioners who welcome the congregation at each service. Refreshments are provided at the end of services which encourages social interaction and strengthens the community.

Since joining with Wisborough Green we have been able to combine and share resources. Our Licensed Lay Reader, Janice Taylor, has taken services and lead Lent and Advent courses for both parishes. We continue to follow practices of emailing all parishioners in the community with details of services and events taking place. This being our Mission Action Plan of inclusion to the wider community to encourage the deepening of faith for all ages. We continue to be welcomed into our village school to lead Assemblies when this is possible. We maintain a very close link with the village school and headmaster; the school held harvest and Christmas services in church which was full on both occasions.

The Harvest services were well attended. Remembrance Service was very well attended, the church being filled to capacity with the local youth service groups present. Some Christmas services were shared with Wisborough Green parish; the traditional Crib Service was attended by 151 adults plus 76 children; the traditional Carol service at Holy Trinity was led by Revd Michael Jackson (a retired priest living in the parish). Christmas Day service was also very well attended. Saturday morning prayer continues weekly. A new Compline service, instigated by a lay member of the congregation continues to be held regularly.

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

In 2023 there have been 2 weddings, 4 church funerals, 1 cremation conducted for parishioners, 5 memorial services, 5 burials of ashes, and 5 Baptisms.

Our Lent course was held at the local free church Chapel with equal numbers of their members and our congregation attending. It was led by Janice Taylor, Revd Clive Jenkins and the Chapel Community Pastor.

The Parish Magazine continues to be a source of information about the church activities and services, as well as local events being held by other organisations. The publication of 350 copies is distributed throughout all the villages. The

regular Link newsletter is distributed weekly (emailed and printed) giving details of up-and-coming activities and services in both parishes.

### ***Evangelism and outreach***

During 2023 support continued for vulnerable residents in both practical and mental ways.

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*'Tranquil. Appreciated the Prayer Trail'*

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TS

Prayer stations have continued to be available along with a 'Lord's Prayer Trail' in the churchyard. As these proved very popular, not just with the church family but also with the wider community, we have left the prayer trail up and to provide regular prayer focuses. Thy Kingdom Come event took place in June, prayer stations were set up and services at the beginning and end of the week focusing on prayer.

Weekly morning coffee sessions are welcomed by residents and supported led by both church members and local residents.

We strongly believe we should be the church in the community as much as encouraging the community into the church, and in seeking to become equipped and enabled to be 'church' amongst the villages.

A revised website was started during the year, designed and managed by a PCC member. Nearly completed this will be launched in 2024.

A tree commemorating Queen Elizabeth II's Platinum Jubilee was planted in Holy Trinity Churchyard.

### ***Provision of the church building for people to enjoy***

Our church continues to be appreciated by our parishioners and many others, as a space where life events are celebrated with joy and thanksgiving. A updated sound system was installed during the year at St John the Baptist church to improve the deliverance of God's word and messages.

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. Throughout the year both churches were open for private prayer; prayer requests had been added to the prayer boxes which were made known and dealt with by members of the prayer team. Visitors are welcome.

Many remarks on the sense of peacefulness and spirituality our churches pervade. Other remarks have included the sense of history within; that people of much earlier generations found life and presence there, and comments on the appreciation of the architectural beauty of the buildings and stain glass windows.

We have three Commonwealth War Graves which have been maintained during the year along with the continued upkeep of the churchyard. The Lord's Prayer trail is kept in good condition and visited by many, parishioners and visitors alike.

### ***Spatial reordering of Holy Trinity and future projects***

The plans for some reordering in Holy Trinity to install at least one toilet and better catering facilities have progressed. Fundraising in the previous years and legacies have gone some way to provide these, but there is still a long way to go.

The quinquennial reports have shown that there is urgent work required on the buildings.

Ongoing decisions made in faith, to adopt and encourage the Diocesan Strategy of re-imagining of ministry and to modernise this church building, point to a hopeful future but will require the continued spiritual and financial commitment from all of us to see it realised.

### ***Provision of pastoral care and welfare for people living in the parish***

In line with our desire to be the church out in the community, we seek to serve pastoral and welfare needs along with the many 'good neighbour' deeds that already exist in our villages. Our willing church family provide support in this vital ministry. Growth from outreach of the church has led to providing support in many ways for the local community. We are however aware that this does not meet all the needs so the PCC looked to increase the outreach support and trained lay members to facilitate this in the future.

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*'I really appreciate the help that the church has provided during these dreadful times'*

CS

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Provision for Home Communion continues; at present this is carried out by the Incumbent and the Licensed Lay Minister with a view for growth in this area. A retired Priest in the Parish also takes home communion.

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*"Your continued support is very much appreciated"*

*Family Support Work*

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Of particular encouragement was this year's Harvest Festival giving. The church donated the fresh produce to local residents and the other gifts were sent to Family Support Work (FSW). Donations at Christmas tide were overwhelming, hampers were distributed to families recognised as being in need, other gifts were given to local elderly residents.

Because of the generosity of the church family and others, we were able to continue to provide food to support the vulnerable individuals and families throughout the year. We have been blessed with donations received specifically for this purpose. We do operate our own limited food bank for this as an addition to having ring-fenced funds for emergency use. The school harvest service gave rise to a huge amount of food available for distribution to our own Parish community to support those in need plus additional items for the Family Support Work organisation in the Diocese. This will continue into 2025 and beyond especially in the current economic climate.

### ***Other charitable giving***

We once again held our annual fundraiser for the specific purpose of supporting the community of Bobi in Uganda, enabling them to maintain the village water bore hole and well. Additional donations are used by the community to provide equipment for their schools and church.

During the year, the PCC made donations to Historic Churches, Turkey & Syria earthquake appeal, The Children's Society, our own Diocesan Family Support Work, The Air Ambulance Trust, Christians Against Poverty and Refugee Action. The Royal British Legion Poppy Appeal were sent the collection raised at the Remembrance Day service. Our Harvest appeal collection resulted in a donation to Christian Aid.

### ***Safeguarding Incumbents Report***

The issue of Safeguarding is taken very seriously by the Incumbent and PCC who hold the duty of care of all people in our community of faith, especially the young and vulnerable adults among us.

To that end we:

- Adopted the House of Bishops' Policy on Safeguarding
- Appointed a Parish Safeguarding Officer
- Ensure all necessary DBS checks are in place
- Ensure those involved with children's work or vulnerable adults, or who hold a Parish Office, regularly attend training provided by the Diocese of Chichester and acquire the necessary standard of training.
- Have requested that all PCC members complete the Basic Awareness and Foundation CoE safeguarding courses.
- Regularly audit our Safeguarding Policies and Best Practice Procedures using SQP.

## **Financial Review**

### **Receipts (Note 3 to the Accounts).**

The total amount received on general unrestricted funds was £85,452 (2022 - £95,940) and on restricted funds £4,077 (2022 - £4,065)

The planned giving through the Parish Giving Scheme, envelopes and banker's orders has increased by 5% to £38,103 (2022 - £35,967). The Parish Giving Scheme provides stability for planned giving with a number of donors using the inflation, annually increasing their giving.

Sunday service collections (within 'Loose cash collections) have increased by 5% on 2022 collections, with the use of a contactless card donation unit at all services to counteract the demise of the use of cash.

No legacies were received in 2023. The PCC was also grateful for donations received to support the Pastoral care within the Parish and allocated to the Community Fund.

Fees received for weddings and funerals were substantially lower at £3,773 (2022 - £4,437). Local wedding venues have not been available as in past years which has greatly reduced weddings held in our churches.

There was an increase in Income from investments £11,750 (2022 - £7,915) held and managed by the Diocese on the PCC's behalf.

The PCC has signed up to the Easyfundraising scheme, as a fundraising tool for anyone who purchases on line. In 2023 this raised £322. Our annual fundraising bring and buy sale for the benefit of supporting the village of Bobi in Uganda raised £2,480 through sales and donations.

### **Payments (Note 6 to the Accounts)**

The total amount paid out of the general unrestricted funds was £84,619 (2022 - £72,837) and on restricted funds £2,500 (2022 - £2,500)

An amount of £4,713 received from a commercial donor in 2022, was sent to us in error and was returned in 2023, shown in the accounts in Other Payments from the Community Fund (Note 6)

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

The largest cost for the PCC was the sum of £39,398 (2022 - £38,086) due to the diocese for our share of all churches' Parish Ministry Costs. Reverend Clive Jenkins gives us 50% of his ministry whilst the remaining 50% of his ministry is for Wisborough Green. This amount covers the housing, stipend and pension costs of the clergy, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. The PCC contributes 100% of the Parish Ministry Costs allocated to our Parish by the Diocese.

### ***Trustee payments and expenses***

The PCC supported the clergy by paying 50% of Council Tax of £1,173, plus other costs towards travel, hospitality, telephone and general administration amounting to a little over £2,628; total £3,801 (2022 - £2,965).

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

### ***Repairs to the fabric of the church building***

A new updated sound system was installed in St John the Baptist church at a cost of £16,950. The PCC authorised further work on the re-ordering plans for Holy Trinity in 2023 which incurred costs from the architect of £1,928, paid from general funds. Other repairs included refurbishment and repair of the church clock at St John the Baptist church at a cost of £540, for which we received a grant from Kirdford Parish Council (Notes to Accounts 9)

### **Statement of Funds (Note 12 to the Accounts)**

Total funds at 31 December 2023 were £368,558 (2022 - £371,491) of which Unrestricted Funds were £215,104 (2022 - £224,792). Within the funds, PCC bank balances combining current and savings accounts and CCLA Deposit Fund totalled £193,865 (2022 – £203,042) with the General Fund element of those PCC bank balances being £90,555 (2022 - £96,692)

### ***Why we hold some money in reserve in the PCC bank accounts?***

It is PCC policy to maintain a balance on the general unrestricted funds (excluding property) which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The average monthly expenditure in 2023 was £5,457. The closing balance of non-designated cash held in current accounts is £38,554; with the knowledge that major improvements and repairs are needed, this together with the amount of £52,000 in the CCLA deposit account will cover unforeseen situations and some of the repairs. Other capital sums held from receipts in previous years will be used as a reserve for the quinquennial works to both churches and also to contribute to the re-ordering of Holy Trinity within the next few years.

## **Risk Management**

In normal times the PCC consider that the principal risks and uncertainties are:

- The need to fund unexpected costs associated with the church's listed buildings.
- An unexpected fall in income, particularly given the dependence of the church on a limited number of major regular donors.
- How to provide facilities for the growth in children's and youth activities associated with the church.
- How to provide for the growth of the church within the community.
- The requirement to find volunteers with the appropriate skills, time and commitment to support the ministry of the congregation.

The PCC seeks to manage these risks and uncertainties by regularly reviewing its plans for the use of the church buildings.

The church maintains its properties to a high standard and strives to carry out the priority items of a quinquennial review in a timely manner.

## 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.

The APCM was held in April 2023 in Kirdford Chapel with all parishioners invited to join in.

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

### *Ex Officio members*

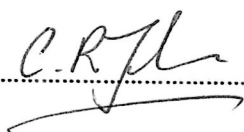
Incumbent	Revd. Clive Jenkins	Chairman
Church Wardens	Kate Fenney	(until April 2023)
	Richard Burge	(from April 2023)
	Jackie Smart	
Licensed Lay Minister	Janice Taylor	Deanery Synod

### *Elected Representatives*

Sue Bowman		Treasurer and Deanery Synod Representative
Lindsay Nutting		Safeguarding officer
David Sorton		Secretary
Margaret Hibbard	(until April 2023)	
Sheila Waite		Vice Chairman
Brian Spicer		
Helen Brady		
James Brady		
Marion Stoner	(from April 2023)	
Carolyn Osborne	(from April 2023)	
Lance Oelmann	(from April 2023)	

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 Ministers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 12 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 The Revd. Clive Jenkins, PCC Chairman



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Date: 13<sup>th</sup> February 2024

# ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW

## Statement 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>Fund</i>	<i>Funds</i>	<i>Fund/s</i>	<i>Fund/s</i>	<i>2023</i>	<i>2022</i>	
	£	£	£	£	£	£	
<b>Income and endowments from:</b>							
Donations and legacies	57,085	6,049	2,500	-	65,634	72,794	
Charitable activities	3,773	-	-	-	3,773	4,437	
Other trading activities	5,822	2,500	-	-	8,321	8,752	
Investments	10,172	-	-	1,577	11,750	7,915	
Other receipts	52	-	-	-	52	6,107	
<b>Total received</b>	<b>76,904</b>	<b>8,548</b>	<b>2,500</b>	<b>1,577</b>	<b>89,529</b>	<b>100,005</b>	3
<b>Expenditure on:</b>							
Cost of raising funds	-	-	-	-	-	-	
Charitable costs	81,781	6,874	2,500	-	91,155	72,144	
Trading costs	2,838	-	-	-	2,838	3,193	
Other payments	-	4,713	-	-	4,713	-	
<b>Total paid</b>	<b>84,619</b>	<b>11,587</b>	<b>2,500</b>	<b>-</b>	<b>98,706</b>	<b>75,337</b>	6
<i>Reconciliation of funds:</i>							
<b>Net income or (net expenditure)</b>	<b>(7,715)</b>	<b>(3,038)</b>	<b>-</b>	<b>1,577</b>	<b>(9,176)</b>	<b>24,668</b>	
Transfers between funds	8,444	(6,867)		(1,577)	-	-	
<b>Net movement in funds</b>	<b>729</b>	<b>(9,906)</b>	<b>-</b>	<b>-</b>	<b>(9,176)</b>	<b>24,668</b>	
Bank accounts at 1 January	89,825	113,216	-	-	203,041	178,373	
<b>Bank accounts at 31 December</b>	<b>90,554</b>	<b>103,310</b>	<b>-</b>	<b>-</b>	<b>193,865</b>	<b>203,041</b>	A&L

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Statement of Assets and Liabilities**

	Unrestricted									Restricted	Total		Total	
	General	Designated									Fund/s	Endowed	All Funds	
		Quinquennial	Facilities	Bobbi	Friends	Bellringers	Choir	Chancel	Community				2023	2022
Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund/s	Fund/s	2023	2022		
	£	£	£	£	£	£	£	£	£	£	£	£	£	
<b>Assets:</b>														
Bank current account	12,758	-	3,387	-	7,930	-	-	-	2,291			26,365	86,041	
Bank savings account	25,797	2,578	16,870	797	1,007	3,219	232					50,500	-	
CCLA Deposit Fund	52,000	18,000	47,000									117,000	117,000	
PCC-owned bank balance	90,555	20,578	67,257	797	8,937	3,219	232	-	2,291	-	-	193,865	203,041	
Diocesan Assigned Fees received												-	-	
<b>Total bank and deposit accounts</b>	<b>90,555</b>	<b>20,578</b>	<b>67,257</b>	<b>797</b>	<b>8,937</b>	<b>3,219</b>	<b>232</b>	<b>-</b>	<b>2,291</b>	<b>-</b>	<b>-</b>	<b>193,865</b>	<b>203,041</b>	
CBF Fixed interest Fund												2,630	2,630	
CBF Investment Fund										15,575		77,850	93,425	
M&G Charifund	21,238											57,400	78,637	
<b>Investment assets at market value</b>	<b>21,238</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,575</b>	<b>137,879</b>	<b>174,692</b>	<b>168,460</b>	
<b>Total assets</b>	<b>111,792</b>	<b>20,578</b>	<b>67,257</b>	<b>797</b>	<b>8,937</b>	<b>3,219</b>	<b>232</b>	<b>-</b>	<b>2,291</b>	<b>15,575</b>	<b>137,879</b>	<b>368,558</b>	<b>371,501</b>	

5/11

The Financial Statements for the year ended 31st December 2023 on pages 9 - 13 was approved by the PCC and signed on its behalf by



PCC Chairman

Date: 13th February 2024

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Notes to the Accounts**

- The Financial Statement for the PCC has been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments basis.
- Moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, are not included in the Statement of Assets and Liabilities
- Analysis of total received**

	Unrestricted											Restricted Churchyard	Total Endowed	Total		Notes	
	General	Designated									All Funds			All Funds			
	Fund	Quinquennial Fund	Facilities Fund	Bobri Fund	Friends Fund	Bellringers Fund	Choir Fund	Chancel Fund	Community Fund	Fund/s					Fund/s		2023
£	£	£	£	£	£	£	£	£	£	£	£	£	£				
Planned giving (excl. tax refunds)	31,472	-	-	-	-	-	-	-	-	-	-	-	-	31,472	30,587		
Planned giving (no tax refunds)	6,631	-	-	-	-	-	-	-	-	-	-	-	-	6,631	5,379		
Loose cash collections	5,047	-	-	-	-	-	-	-	-	-	-	-	-	5,047	4,776		
Special appeals	1,840	-	-	-	-	-	-	-	-	-	-	-	-	1,840	677		
Gift Aid recovered	10,910	-	-	310	113	-	-	-	-	-	-	-	-	11,333	10,465	10	
General donations	647	-	3,387	-	1,307	30	162	-	740	-	-	-	-	6,272	11,541		
Legacies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6,867	4	
Grants	540	-	-	-	-	-	-	-	-	-	-	2,500	-	3,040	2,500	9	
<b>Donations and legacies</b>	<b>57,085</b>	-	<b>3,387</b>	<b>310</b>	<b>1,420</b>	<b>30</b>	<b>162</b>	-	<b>740</b>	-	-	<b>2,500</b>	-	<b>65,634</b>	<b>72,794</b>		
Fees for weddings & funerals	3,773	-	-	-	-	-	-	-	-	-	-	-	-	3,773	4,437		
<b>Charitable activities</b>	<b>3,773</b>	-	-	-	-	-	-	-	-	-	-	-	-	<b>3,773</b>	<b>4,437</b>		
Fundraising events & activities	322	-	-	2,480	20	-	-	-	-	-	-	-	-	2,822	3,395		
Sales of the parish magazine	1,631	-	-	-	-	-	-	-	-	-	-	-	-	1,631	1,684		
Children's activities	12	-	-	-	-	-	-	-	-	-	-	-	-	12	-		
Other trading activities	119	-	-	-	-	-	-	-	-	-	-	-	-	119	259		
Magazine advertisement fees	2,800	-	-	-	-	-	-	-	-	-	-	-	-	2,800	2,300		
Coffee shop and church boxes	938	-	-	-	-	-	-	-	-	-	-	-	-	938	1,115		
<b>Other trading activities</b>	<b>5,822</b>	-	-	<b>2,480</b>	<b>20</b>	-	-	-	-	-	-	-	-	<b>8,321</b>	<b>8,752</b>		
Bank & CBF deposit interest	3	-	-	-	-	-	-	-	-	-	-	-	-	3	-		
Investments interest CBF/M&G	10,169	-	-	-	-	-	-	-	-	-	-	-	1,577	11,747	7,915		
<b>Investments</b>	<b>10,172</b>	-	-	-	-	-	-	-	-	-	-	-	<b>1,577</b>	<b>11,750</b>	<b>7,915</b>		
Other receipts	52	-	-	-	-	-	-	-	-	-	-	-	-	52	6,107	5	
<b>Total received on all funds</b>	<b>76,904</b>	-	<b>3,387</b>	<b>2,790</b>	<b>1,440</b>	<b>30</b>	<b>162</b>	-	<b>740</b>	-	-	<b>2,500</b>	<b>1,577</b>	<b>89,529</b>	<b>100,005</b>		
Total Unrestricted Fund Receipts				85,452 (2022 -£95,940)													

4 No restrictions were imposed on the legacy received in 2022

5 Other receipts in 2023 includes a donation towards Vicar's travelling expenses and book sales

Notes to the Accounts (continued)

6 Analysis of total paid:

	Unrestricted										Restricted Churchyard Fund/s	Total Endowed Fund/s	Total		Notes	
	General	Designated											All Funds	All Funds		
	Fund	Quinquennial Fund	Facilities Fund	Bobl Fund	Friends Fund	Bellringers Fund	Choir Fund	Chancel Fund	Community Fund	2023						2022
£	£	£	£	£	£	£	£	£	£	£	£	£				
Event expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Cost of raising funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Charitable grants and donations	5,291	-	-	2,500	-	-	-	-	3,757	-	-	11,548	8,224	7		
Parish share to Chichester Diocese	39,398	-	-	-	-	-	-	-	-	-	-	39,398	38,086	8		
Clergy and other people's expenses	3,801	-	-	-	-	-	-	-	-	-	-	3,801	2,965			
Mission & evangelism costs	1,136	-	-	-	-	-	-	-	-	-	-	1,136	1,539			
Insurance	4,321	-	-	-	-	-	-	-	-	-	-	4,321	4,077			
Water, Gas, Electricity, and Oil	2,021	-	-	-	-	-	-	-	-	-	-	2,021	3,915			
Other regular church running costs	5,163	-	-	-	-	-	-	-	-	-	-	5,163	3,622			
Architect's fees	1,928	-	-	-	-	-	-	-	-	-	-	1,928	4,720			
Church maintenance & redecoration	16,333	-	-	-	-	-	-	617	-	-	-	16,950	2,102			
Churchyard maintenance	2,389	-	-	-	-	-	-	-	-	2,500	-	4,889	2,891	9		
<b>Charitable costs</b>	<b>81,781</b>	-	-	<b>2,500</b>	-	-	-	<b>617</b>	<b>3,757</b>	<b>2,500</b>	-	<b>91,155</b>	<b>72,144</b>			
Magazine printing	2,496	-	-	-	-	-	-	-	-	-	-	2,496	2,352			
Other trading costs	342	-	-	-	-	-	-	-	-	-	-	342	841			
<b>Trading costs</b>	<b>2,838</b>	-	-	-	-	-	-	-	-	-	-	<b>2,838</b>	<b>3,193</b>			
Other payments	-	-	-	-	-	-	-	-	4,713	-	-	4,713	-			
<b>Total paid on all funds</b>	<b>84,619</b>	-	-	<b>2,500</b>	-	-	-	<b>617</b>	<b>8,470</b>	<b>2,500</b>	-	<b>98,706</b>	<b>75,337</b>			

7 Charitable grants and donations include £1000 to each of Kent & Sussex Air Ambulance, Christians Against Poverty and Refugee Action charities  
Charitable donations made from the Community Fund were made on a regular basis to provide basic essentials to parishioners in need due to current economic situation

8 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs.  
Our Parish is responsible for 50% of our clergy and this cost was paid in 2023.

9 This Restricted Fund movement in the year represented grants received for and expenditure on Churchyard maintenance  
In addition a grant was received from Kirdford Parish Council to repair the church clock.

10 Gift Aid is recoverable on donations received. The last claim for which money, other than the Parish Giving Scheme, has been received was received on 12th October 2023 covering general donations to 30 September 2023. Gift Aid on the Parish Giving Scheme planned giving is received in the month of giving.  
The claim for donations to the Friends designated account up to 31 March 2023 was received on 12th June 2023.

# ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW

## Notes to the Accounts

### 11 Statement of funds

	Balances as at 1 Jan 2023	Receipts	Payments	Transfers, other gains and losses	Balances as at 31 Dec 2023
	£	£	£	£	£
Sale of Curate's House	105,356	4,429	(4,429)	4,597	109,953
Smith (Fabric)	16,069	847	(847)	(180)	15,889
Downer (Churchyard)	14,235	426	(426)	1,339	15,574
<b>Total of all endowed funds</b>	<b>135,660</b>	<b>5,701</b>	<b>(5,701)</b>	<b>5,757</b>	<b>141,417</b>
Kirdford Chancel Fund	11,050	305	(305)	987	12,037
Churchyard Fund	-	2,500	(2,500)	-	-
	-	-	-	-	-
<b>Total of all restricted funds</b>	<b>11,050</b>	<b>2,805</b>	<b>(2,805)</b>	<b>987</b>	<b>12,037</b>
General fund	118,443	72,475	(78,613)	(511)	111,794
Quinquennial Fund	20,578	-	-	-	20,578
Facilities Fund	63,870	3,387	-	-	67,257
Bobl Fund	507	2,790	(2,500)	-	797
Friends Fund	7,496	1,440	-	-	8,937
Bellringers Fund	3,189	30	-	-	3,219
Choir Fund	70	162	-	-	232
Chancel repair Fund	617	-	(617)	-	(0)
Community Fund	10,020	740	(8,470)	-	2,291
<b>Total of all unrestricted funds</b>	<b>224,792</b>	<b>81,023</b>	<b>(90,199)</b>	<b>(511)</b>	<b>215,104</b>
<b>Total funds</b>	<b>371,502</b>	<b>89,529</b>	<b>(98,706)</b>	<b>6,232</b>	<b>368,558</b>

#### Endowed Funds:

Interest and investment receipts in respect of the Endowed Funds of £11,747 (note 3) has been used for general expenditure and classified as such within note 4.

The capital from the sale of the Curate's house is held in trust, the income from which is unrestricted.

The Smith bequest is a permanent endowment which requires the income to be spent on the church fabric.

The Downer bequest is a permanent endowment which requires the income to be spent on the churchyard.

#### Restricted Funds:

The Restricted Funds comprise the Chancel and Churchyard funds. These funds are not invested permanently, but are to be spent within reasonable timescales. The entire churchyard fund is spent each year.

#### Unrestricted Funds:

The unrestricted General Fund includes investments held by the PCC in the M&G Charifund.

# Independent Examiner's Report to the PCC of St John the Baptist, Kirdford with Holy Trinity, Plaistow for the Year Ended 31<sup>st</sup> December, 2023

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St John the Baptist, Kirdford with Holy Trinity, Plaistow, on the annual report for the year ended 31<sup>st</sup> December 2023 set out on pages 9 to 12

## Respective responsibilities of trustees and examiner

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
3. to state whether particular matters have come to my attention.

## Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

## Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Examiner's signature



Examiner's name CAPITALS

FREDERIC BARRIE PEARSON

Date  
Relevant professional  
qualification(s) or body  
if any

13<sup>th</sup> February 2024  
F.C.A.

Examiner's address

Chequer Tree House, Plaistow Rd., Ifold, West Sussex, RH14 0TY

# Independent Examiner's Report to the PCC of St John the Baptist, Kirdford with Holy Trinity, Plaistow for the Year Ended 31<sup>st</sup> December, 2023

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose

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# Accounts

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# St John the Baptist, Kirdford with Holy Trinity Plaistow

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For the year ended 31st December 2022

## CONTENTS

### Page

**2-8** Trustees annual report

**9** Statement of financial receipts and payments

**10** Statement of assets and liabilities

**11-13** Notes to the accounts

**14-15** Report of the independent examiner

Website: [www.stjohnkirdfordwithholyltrinityplaistow.org.uk](http://www.stjohnkirdfordwithholyltrinityplaistow.org.uk)

Incumbent: The Revd Clive Jenkins  
The Vicarage, Glebe Way, Wisborough Green, RH14 0DZ

Independent examiner: Mr F B Pearson  
Chequer Tree House, Plaistow Road, Ifold, West Sussex RH14 0TY

Bankers: Co-operative Bank  
PO Box 50, Skelmersdale, WN8 6YL

# St John the Baptist, Kirdford with Holy Trinity, Plaistow Trustees Annual Report for 2022

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## Our aims and purposes

The PCC has the responsibility of co-operating with the incumbent, Reverend Clive Jenkins, then continuing 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 for those in need and, to other organisations with similar objectives.

## What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC 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 the 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 2022 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
- Activating our Mission Action Plan for the Parish church's vision for the future
- 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, learning about the Gospel, in small group situations
- 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 pastoral care, special services and food bank provision
- Maintaining the fabric of the church building as a historic centre and focus of life in the village.

Most importantly we seek to be:

- A power-house of prayer
- An open and hospitable church

## 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.

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*"I hate to think where I would be without Jesus and the love and support of my church family "*

RM

We continued to hold Sunday services in both Wisborough Green and Kirdford with Plaistow parishes, under the leadership of Reverend Clive Jenkins, who has the responsibility of both -with each service and parish having its own style. We encourage parishioners to visit either church and any service. Gradually parishioners from each parish are becoming more familiar with the alternative church

buildings, style of worship and worshipers. To encourage the joint worship a 'Together at 10' service is held on each 5<sup>th</sup> Sunday, alternating between church buildings. Parishioners of both parishes have been made very welcome and this style of service is becoming more popular.

Both PCC's have agreed to work towards becoming a Joint Benefice in the near future.

Since Covid restrictions have been lifted, our normal average weekly attendance is gradually returning to previous levels and is now 36. Services are enhanced by the participation of the congregation lay members, by both music (organ, keyboard, guitar, singing) readings and prayer, for which we are very grateful.

Since joining with Wisborough Green we have been able to combine and share resources. Our Licensed Lay Reader, Janice Taylor, has taken both services and lead courses for both parishes. We continue to follow practices instigated during Covid lockdown of emailing all parishioners in the community with details of services and events taking place. This being our Mission Action Plan of inclusion to the wider community to encourage the deepening of faith for all ages. We continue to be welcomed into our village school to lead Assemblies when this is possible. We maintain a very close link with the village school and headmaster; the school held harvest and Christmas services held in church which was full on both occasions.

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*'I have felt closer to God than I have been for a long time'*

HM

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Post covid, Easter services resumed in full, which this year included a Passover Meal (for both Kirdford and Wisborough Green parishioners) held at Holy Trinity, and like the Harvest services were well attended.

Remembrance Service was very well attended even though the local youth service groups were not present as it was their turn to attend the neighbouring parish. Some Christmas services were shared with Wisborough Green parish; the traditional Crib Service was attended by 135 adults plus children; Christmas Day service was led by Janice Taylor which was also very well attended. Saturday morning prayer continues weekly. A new Compline service, instigated by a lay member of the congregation, was introduced in November

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

In 2022 there have been 6 weddings, 8 church funerals with 2 cremations conducted for parishioners, 4 burials of ashes, and 4 Baptisms.

Our Lent course was held at the local free church Chapel with equal numbers of their members and our congregation attending. It was led by Janice Taylor.

A number of the church family have been involved in church led community events. A Pumpkin Light Party was held (as an alternative to Halloween) and attended by 47 children and 33 adults. The Queen's Platinum Jubilee, celebrated by the local communities included a church service.

The Parish Magazine continues to be a source of information about the church activities and services, as well as local events being held by other organisations. It is distributed to over 350 households within the villages. The regular

Link newsletter is distributed weekly (emailed and printed) giving details of up-and-coming activities and services in both parishes.

### ***Evangelism and outreach***

During 2022 support continued for vulnerable residents in both practical and mental ways.

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*'Tranquil. Appreciated the Prayer Trail'*

TS

Prayer stations have continued to be available along with a 'Lord's Prayer Trail' in the churchyard. As these proved very popular, not just with the church family but also with the wider community, we have left the prayer trail up and to provide regular prayer focuses.

Our Men's Meals, well attended in the past, resumed this year with interesting speakers and were again well attended.

Weekly morning coffee sessions are welcomed by residents and supported led by both church members and local residents.

We strongly believe we should be the church in the community as much as encouraging the community into the church, and in seeking to become equipped and enabled to be 'church' amongst the villages. We were invited by the Diocese to partake in the pilot scheme "Great is Thy Faithfulness". extensive course provided food for thought and discussion between Kirdford, Wisborough Green and Milland parishes. Ideas taken from the course can be adapted for our rural parish and included in our outreach. Bishop Ruth visited the parish to expand and encourage the congregation to further adopt the suggestions going forward.

### ***Provision of the church building for people to enjoy***

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. Throughout the year both churches were open for private prayer; prayer requests had been added to the prayer boxes which were made known and dealt with by members of the prayer team. Visitors are welcome.

Many remarks on the sense of peacefulness and spirituality our churches pervade. Other remarks have included the sense of history within; that people of much earlier generations found life and presence there, and comments on the appreciation of the architectural beauty of the buildings and stain glass windows.

We have three Commonwealth War Graves which have been maintained during the year along with the continued upkeep of the churchyard for socially distanced visiting.

### ***Spatial reordering of Holy Trinity and future projects***

The plans for some reordering in Holy Trinity to install at least one toilet and better catering facilities have progressed. Fundraising in the previous years and legacies have gone some way to provide these, but there is still a long way to go.

The quinquennial reports have shown that there is urgent work required on the buildings.

Ongoing decisions made in faith, to adopt and encourage the Diocesan Strategy of re-imagining of ministry and to modernise this church building, point to a hopeful future but will require the continued spiritual and financial commitment from all of us to see it realised.

### ***Provision of pastoral care and welfare for people living in the parish***

In line with our desire to be the church out in the community, we seek to serve pastoral and welfare needs along with the many 'good neighbour' deeds that already exist in our villages. Our willing church family provide support in this vital ministry. Growth from outreach of the church has led to providing support in many ways for the local community. We are however aware that this does not meet all the needs so the PCC look to increase the outreach support and hope to train lay members to facilitate this in the future.

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*'I really appreciate the help that the church has provided during these dreadful times'*

CS

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Provision for Home Communion continues; at present this is carried out by the Incumbent and the Licensed Lay Minister with a view for growth in this area. A retired Priest in the Parish also takes home communion.

Of particular encouragement was this year's Harvest Festival giving. The church donated the fresh produce to local residents and the other gifts were sent to Family Support Work (FSW).

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*"Your continued support is very much appreciated"*

*Family Support Work*

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Because of the generosity of the church family and others, we were able to continue to provide food to support the vulnerable individuals and families throughout the year. We have been blessed with donations received specifically for this purpose. We do operate our own limited food bank for this as an addition to having ring-fenced funds for emergency use. The school harvest services gave rise to a huge amount of food available and has prompted financial support for our food bank by the children's parents. This will continue into 2023 and beyond especially as the economic climate continues to worsen.

### ***Other charitable giving***

We once again held our annual fundraiser for the specific purpose of supporting the community of Bobi in Uganda, enabling them to maintain the village water bore hole and well. Additional donations are used by the community to provide equipment for their schools and church.

During the year, the PCC made donations to Historic Churches, DEC Ukraine Appeal, our own Diocesan Family Support Work, The British Red Cross appeal for Somalia, The Air Ambulance Trust and Shelter Box. The Royal British Legion Poppy Appeal were sent the collection raised at the Remembrance Day service. Our Harvest appeal collection resulted in a donation to the DEC Pakistan Flood Appeal.

### ***Safeguarding Incumbents Report***

The issue of Safeguarding is taken very seriously by the Incumbent and PCC who hold the duty of care of all people in our community of faith, especially the young and vulnerable adults among us.

To that end we:

- Adopted the House of Bishops' Policy on Safeguarding
- Appointed a Parish Safeguarding Officer
- Ensure all necessary DBS are in place
- Ensure those involved with children's work or vulnerable adults, of who hold a Parish Office, regularly attend training provided by the Diocese of Chichester and acquire the necessary standard of C1, C2, C3.
- Regularly audit our Safeguarding Policies and Best Practice Procedures using SQP.

## **Financial Review**

### **Receipts (Note 3 to the Accounts).**

The total amount received on general unrestricted funds was £95,940 (2021 - £96,556) and on restricted funds £4,065 (2021 - £3,467)

The planned giving through the Parish Giving Scheme, envelopes and banker's orders has remained fairly static at £35,967 (2020 - £36,299). The Parish Giving Scheme provides stability for planned giving.

Sunday service collections (within 'Loose cash collections) have increased by 17% of 2021 collections, due to covid restrictions being lifted and cash collection plate being reinstated at services.

The PCC was grateful to receive a legacy of £5,000 from the estate of Mrs Reed and also the final payment of the legacy from Mr Aylwin previously received in 2019. No restrictions were placed on the use of these monies. The PCC was also grateful for a substantial donation received to support the Pastoral care within the Parish and allocated to the Community Fund. An amount of £4,713 received from a commercial donor, included in the Community Fund under Other Receipts, was sent to us in error and will be returned in 2023.

Fees received for weddings and funerals were substantially lower at £4,437 (2021 - £7,492) due to an exceptional higher number of weddings in 2021 which had been postponed from 2020.

There was a increase in Income from investments £7,915 (2020 - £6,689) held and managed by the Diocese on the PCC's behalf.

Under the Listed Places of Worship Scheme, the PCC applied for and received £1,394 against VAT paid on repairs to St John the Baptist church.

The PCC has signed up to the Easyfundraising scheme, as a fundraising tool for anyone who purchases on line. In 2022 this raised £112. The Friends of the church organised a music concert and raised funds of £1,094.

### **Payments (Note 6 to the Accounts)**

The total amount paid out of the general unrestricted funds was £72,837 (2021 - £71,007) and on restricted funds £2,500 (2020 - £2,000)

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

The largest cost for the PCC was the sum of £38,086 (2021 - £34,367) due to the diocese for our share of all churches' Parish Ministry Costs. Reverend Clive Jenkins gives us 50% of his ministry whilst reducing his ministry for Wisborough Green by 50%. This amount covers the housing, stipend and pension costs of the clergy, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. The PCC contributes 100% of the Parish Ministry Costs allocated to our Parish by the Diocese.

### ***Trustee payments and expenses***

The PCC supported the clergy by paying 50% of Council Tax of £1,363, plus other costs towards travel, hospitality, telephone and general administration amounting to a little over £1,602; total £2,965 (2021-£2,216).

Charges for November and December of all office, vicarage and clergy costs have not yet been received from Wisborough Green.

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

### ***Repairs to the fabric of the church building***

Church maintenance and decoration was £6,822 (2021 - £13,258). The major repair required for one of the tower bells at St John's amounted to £1,334. Work to rectify faults highlighted in the electrical survey conducted in 2021 amounted to just under £400. The porch roof at Holy Trinity repair amounted to £300. The PCC considered the re-ordering plans for Holy Trinity in 2022 which incurred costs from the architect of £4,720.

### **Statement of Funds (Note 12 to the Accounts)**

Total funds at 31 December 2022 were £371,491 (2021 - £363,244) with Unrestricted Funds £224,792 (2021 - £201,406). Within the funds, PCC bank balances combining current accounts and CCLA Deposit Fund totalled £203,042 (2021 - £178,373) with the General Fund element of those PCC bank balances being £96,692 (2021 - £82,219)

### ***Why we hold some money in reserve in the PCC bank accounts?***

It is PCC policy to maintain a balance on the general unrestricted funds (excluding property) which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The average monthly expenditure in 2022 was £5,240. The closing balance of non-designated cash held in current accounts is £44,692; with the knowledge that major improvements and repairs are needed, this together with the amount of £52,000 in the CCLA deposit account will cover unforeseen situations and some of the repairs. Other capital sums held from receipts in previous years will be used as a reserve for the quinquennial works to both churches and also to contribute to the re-ordering of Holy Trinity within the next few years.

## **Risk Management**

In normal times the PCC consider that the principal risks and uncertainties are:

- The need to fund unexpected costs associated with the church's listed buildings.
- An unexpected fall in income, particularly given the dependence of the church on a limited number of major regular donors.
- How to provide facilities for the growth in children's and youth activities associated with the church.
- How to provide for the growth of the church within the community.
- The requirement to find volunteers with the appropriate skills, time and commitment to support the ministry of the congregation.

The PCC seeks to manage these risks and uncertainties by regularly reviewing its plans for the use of the church buildings.

The church maintains its properties to a high standard and strives to carry out the priority items of a quinquennial review in a timely manner.

For the risks involved with Covid-19 pandemic great care has been taken to protect all churchgoers. Hand sanitiser and face masks were installed in the church buildings.

## 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.

The APCM was held in April 2022 in Kirdford Chapel with all parishioners invited to join in.

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

### *Ex Officio members*

Incumbent	Revd. Clive Jenkins	Chairman
Church Wardens	Kate Fenney Jackie Smart	
Licensed Lay Minister	Janice Taylor	Deanery Synod

### *Elected Representatives*

Sue Bowman		Treasurer and Deanery Synod Representative
Lindsay Nutting		Safeguarding officer
David Sorton		Secretary from October 2020
Marion Stoner	(until April 2022)	
Carolyn Osborne	(until April 2022)	
Kim Humphreys	(until April 2022)	
Margaret Hibbard		
Richard Burge		
Sheila Waite		Vice Chairman
Brian Spicer	(from April 2022)	
Helen Brady	(from April 2022)	
James Brady	(from April 2022)	

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 Ministers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 12 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 The Revd. Clive Jenkins, PCC Chairman

  
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Date: 19<sup>th</sup> February 2023

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Statement 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>Fund</i>	<i>Funds</i>	<i>Fund/s</i>	<i>Fund/s</i>	<i>2022</i>	<i>2021</i>	
	£	£	£	£	£	£	
<b>Income and endowments from:</b>							
Donations and legacies	58,206	12,088	2,500		<b>72,794</b>	73,417	
Charitable activities	4,437				<b>4,437</b>	7,492	
Other trading activities	5,469	3,283			<b>8,752</b>	8,270	
Investments	6,350			1,565	<b>7,915</b>	6,690	
Other receipts	1,394	4,713			<b>6,107</b>	4,154	
<b>Total received</b>	<b>75,856</b>	<b>20,084</b>	<b>2,500</b>	<b>1,565</b>	<b>100,005</b>	100,023	3
<b>Expenditure on:</b>							
Cost of raising funds					-	-	
Charitable costs	64,379	5,265	2,500		<b>72,144</b>	70,677	
Trading costs	3,193				<b>3,193</b>	2,330	
Other payments					-	-	
<b>Total paid</b>	<b>67,572</b>	<b>5,265</b>	<b>2,500</b>	<b>-</b>	<b>75,337</b>	73,007	6
<i>Reconciliation of funds:</i>							
<b>Net income or (net expenditure)</b>	<b>8,284</b>	<b>14,819</b>	<b>-</b>	<b>1,565</b>	<b>24,668</b>	27,016	
Transfers between funds	(678)	2,243		(1,565)	(0)	-	
<b>Net movement in funds</b>	<b>7,606</b>	<b>17,062</b>	<b>-</b>	<b>-</b>	<b>24,668</b>	27,016	
Bank accounts at 1 January	82,219	96,154	-	-	<b>178,373</b>	151,357	
<b>Bank accounts at 31 December</b>	<b>89,825</b>	<b>113,216</b>	<b>-</b>	<b>-</b>	<b>203,041</b>	178,373	A&L

Statement of Assets and Liabilities

	Unrestricted								Designated Community Fund	Restricted Fund/s	Total Endowed Fund/s	Total All Funds 2022	Total All Funds 2021
	General	Designated	Designated	Designated	Designated	Designated	Designated	Designated					
	Fund	Quinquennial Fund	Facilities Fund	Bobl Fund	Friends Fund	Bellringers Fund	Choir Fund	Chancel Fund					
<b>Assets:</b>	£	£	£	£	£	£	£	£	£	£	£	£	£
Bank current account	44,692	2,578	16,870	507	7,497	3,189	70	617	10,020			86,041	61,373
CCLA Deposit Fund	52,000	18,000	47,000	-	-	-	-	-	-			117,000	117,000
PCC-owned bank balance	96,692	20,578	63,870	507	7,497	3,189	70	617	10,020	-	-	203,041	178,373
Diocesan Assigned Fees received												-	-
<b>Total bank and deposit accounts</b>	<b>96,692</b>	<b>20,578</b>	<b>63,870</b>	<b>507</b>	<b>7,497</b>	<b>3,189</b>	<b>70</b>	<b>617</b>	<b>10,020</b>	<b>-</b>	<b>-</b>	<b>203,041</b>	<b>178,373</b>
CBF Fixed interest Fund											2,491	2,491	2,877
CBF Investment Fund											14,236	71,203	85,439
M&G Charifund	21,749											58,781	80,530
<b>Investment assets at market value</b>	<b>21,749</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,236</b>	<b>132,475</b>	<b>168,460</b>	<b>184,871</b>
<b>Total assets</b>	<b>118,441</b>	<b>20,578</b>	<b>63,870</b>	<b>507</b>	<b>7,497</b>	<b>3,189</b>	<b>70</b>	<b>617</b>	<b>10,020</b>	<b>14,236</b>	<b>132,475</b>	<b>371,502</b>	<b>363,244</b>

5/11

The Financial Statements for the year ended 31st December 2022 on pages 9 - 13 was approved by the PCC and signed on its behalf by

 PCC Chairman

Date: 19th February 2023

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Notes to the Accounts**

- 1 The Financial Statement for the PCC has been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments basis.
- 2 Moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, are not included in the Statement of Assets and Liabilities
- 3 Analysis of total received

	Unrestricted										Restricted Churchyard	Total Endowed	Total All Funds		Notes
	General Fund	Designated Quinquennial Fund	Designated Facilities Fund	Designated Bobi Fund	Designated Friends Fund	Designated Bellringers Fund	Designated Choir Fund	Designated Chancel Fund	Designated Community Fund	Restricted Churchyard Fund/s			Total Endowed Fund/s	2022	
Planned giving (excl. tax refunds)	30,587											30,587	33,051		
Planned giving (no tax refunds)	5,379											5,379	3,248		
Loose cash collections	4,776											4,776	4,064		
Special appeals	677											677	152		
Gift Aid recovered	10,122			228	116							10,465	9,746	10	
General donations	6,664				999	285	70		3,524			11,541	8,057		
Legacies								6,867				6,867	10,000	4	
Grants										2,500		2,500	5,098	9	
<b>Donations and legacies</b>	<b>58,205</b>	<b>-</b>	<b>-</b>	<b>228</b>	<b>1,115</b>	<b>285</b>	<b>70</b>	<b>6,867</b>	<b>3,524</b>	<b>2,500</b>	<b>-</b>	<b>72,794</b>	<b>73,417</b>		
Fees for weddings & funerals	4,437											4,437	7,492		
<b>Charitable activities</b>	<b>4,437</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,437</b>	<b>7,492</b>		
Fundraising events & activities	112			2,189	1,094							3,395	3,169		
Sales of the parish magazine	1,684											1,684	1,607		
Children's activities												-	-		
Other trading activities	259											259	-		
Magazine advertisement fees	2,300											2,300	3,253		
Coffee shop and church boxes	1,115											1,115	242		
<b>Other trading activities</b>	<b>5,469</b>	<b>-</b>	<b>-</b>	<b>2,189</b>	<b>1,094</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,752</b>	<b>8,270</b>		
Bank & CBF deposit interest												-	1		
Investments interest CBF/M&G	6,350										1,565	7,915	6,689		
<b>Investments</b>	<b>6,350</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,565</b>	<b>7,915</b>	<b>6,690</b>		
Other receipts	1,394								4,713			6,107	4,154	5	
<b>Total received on all funds</b>	<b>75,856</b>	<b>-</b>	<b>-</b>	<b>2,416</b>	<b>2,209</b>	<b>285</b>	<b>70</b>	<b>6,867</b>	<b>8,236</b>	<b>2,500</b>	<b>1,565</b>	<b>100,005</b>	<b>100,023</b>		
Total Unrestricted Fund Receipts				95,940		(2021 -£96,556)									

4 No restrictions were imposed on the legacy received

5 Other receipts in 2022 includes £1,352 VAT reclaimed under the Listed Places of Worship Scheme for repairs to St John the Baptist church; and also a donation of £4,713 for the community fund made in error, which is being returned in 2023

## Notes to the Accounts (continued)

## 6 Analysis of total paid:

	Unrestricted											Total All Funds 2022	All Funds 2021	Notes			
	General	Designated	Designated	Designated	Designated	Designated	Designated	Designated	Designated	Designated	Restricted						
	Fund	Quinquennial Fund	Facilities Fund	Bobbi Fund	Friends Fund	Bellringers Fund	Choir Fund	Chancel Fund	Community Fund	Churchyard Fund/s	Endowed Fund/s						
Event expenses	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	-	
Cost of raising funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Charitable grants and donations	4,691			2,600						933					8,224	7,475	7
Parish share to Chichester Diocese	38,086														38,086	34,367	8
Clergy and other people's expenses	2,965														2,965	2,216	
Mission & evangelism costs	1,539														1,539	525	
Insurance	4,077														4,077	3,874	
Water, Gas, Electricity, and Oil	3,915														3,915	2,963	
Other regular church running costs	3,225	397													3,622	1,978	
Architect's fees	4,720														4,720	-	
Church maintenance & redecoration	768						1,334								2,102	13,258	
Churchyard maintenance	391											2,500			2,891	4,020	9
Charitable costs	64,379	397	-	2,600	-	1,334	-	-	-	933	2,500	-	-	-	72,144	70,677	
Magazine printing	2,352														2,352	2,161	
Other trading costs	841														841	169	
Trading costs	3,193	-	-	-	-	-	-	-	-	-	-	-	-	-	3,193	2,330	
Other payments																	
<b>Total paid on all funds</b>	<b>67,572</b>	<b>397</b>	<b>-</b>	<b>2,600</b>	<b>-</b>	<b>1,334</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>933</b>	<b>2,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>75,337</b>	<b>73,007</b>	

7 Charitable grants and donations include £1000 to each of Shelter Box, Kent & Sussex Air Ambulance and British Red Cross Somalia appeal charities  
Charitable donations made from the Community Fund were made on a regular basis to provide basic essentials to parishioners in need due to current economic situation

8 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs.  
For 2022 our Parish was responsible for 50% of our clergy and this cost was paid in 2022.

9 This Restricted Fund movement in the year represented grants received for and expenditure on Churchyard maintenance

10 Gift Aid is recoverable on donations received. The last claim for which money, other than the Parish Giving Scheme, has been received was received on 24th October 2022 covering general donations to 30 September 2022. Gift Aid on the Parish Giving Scheme planned giving is received in the month of giving. The claim for donations to the Friends designated account up to 31 March 2022 was received on 19th April 2022.

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Notes to the Accounts**

**11 Statement of funds**

	Balances as at 1 Jan 2022	Receipts	Payments	Transfers, other gains and losses	Balances as at 31 Dec 2022
	£	£	£	£	£
Sale of Curate's House	116,048	4,342	(4,342)	(10,692)	105,356
Smith (Fabric)	17,256	839	(839)	(1,187)	16,069
Downer (Churchyard)	16,134	423	(423)	(1,899)	14,235
<b>Total of all endowed funds</b>	<b>149,439</b>	<b>5,604</b>	<b>(5,604)</b>	<b>(13,779)</b>	<b>135,660</b>
Kirdford Chancel Fund	12,400	303	(303)	(1,350)	11,050
Churchyard Fund	-	2,500	(2,500)	-	-
<b>Total of all restricted funds</b>	<b>12,400</b>	<b>2,803</b>	<b>(2,803)</b>	<b>(1,350)</b>	<b>11,050</b>
General fund	105,252	78,381	(61,665)	(1,283)	120,685
Quinquennial Fund	20,975	-	(397)	-	20,578
Facilities Fund	63,870	-	-	-	63,870
Bobbi Fund	691	2,416	(2,600)	-	507
Friends Fund	5,287	2,209	-	-	7,496
Bellringers Fund	4,239	285	(1,334)	-	3,189
Choir Fund	-	70	-	-	70
Chancel repair Fund	617	-	-	-	617
Community Fund	474	8,236	(933)	-	7,778
<b>Total of all unrestricted funds</b>	<b>201,406</b>	<b>91,598</b>	<b>(66,929)</b>	<b>(1,283)</b>	<b>224,792</b>
<b>Total funds</b>	<b>£363,244</b>	<b>£100,005</b>	<b>£(75,337)</b>	<b>£(16,411)</b>	<b>£371,502</b>

**Endowed Funds:**

Interest and investment receipts in respect of the Endowed Funds of £7,915 has been used for general expenditure and classified as such in note 3.

The capital from the sale of the Curate's house is held in trust, the income from which is unrestricted.

The Smith bequest is a permanent endowment which requires the income to be spent on the church fabric.

The Downer bequest is a permanent endowment which requires the income to be spent on the churchyard.

**Restricted Funds:**

The Restricted Funds comprise the Chancel and Churchyard funds. These funds are not invested permanently, but are to be spent within reasonable timescales. The entire churchyard fund is spent each year.

**Unrestricted Funds:**

The unrestricted General Fund includes investments held by the PCC in the M&G Charifund.

# Independent Examiner's Report to the PCC of St John the Baptist, Kirdford with Holy Trinity, Plaistow for the Year Ended 31<sup>st</sup> December, 2022

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St John the Baptist, Kirdford with Holy Trinity, Plaistow, on the annual report for the year ended 31<sup>st</sup> December 2022 set out on pages 8 to 12

**Respective responsibilities of trustees and examiner**

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
3. to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

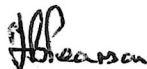
**Independent examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Examiner's signature



Examiner's name CAPITALS

FREDERIC BARRIE PEARSON

Date  
Relevant professional qualification(s) or body  
if any

19<sup>th</sup> February 2023  
F.C.A.

Examiner's address

Chequer Tree House, Plaistow Rd., Ifold, West Sussex, RH14 0TY

# Independent Examiner's Report to the PCC of St John the Baptist, Kirdford with Holy Trinity, Plaistow for the Year Ended 31<sup>st</sup> December, 2022

Section B	Disclosure
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Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose

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# Accounts

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# St John the Baptist, Kirdford with Holy Trinity Plaistow

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For the year ended 31st December 2021

## CONTENTS

**Page**

**2-8** Trustees annual report

**9** Statement of financial receipts and payments

**10** Statement of assets and liabilities

**11-13** Notes to the accounts

**14-15** Report of the independent examiner

Website: [www.stjohnkirdfordwithholyltrinityplaistow.org.uk](http://www.stjohnkirdfordwithholyltrinityplaistow.org.uk)

Incumbent: The Revd Clive Jenkins  
The Vicarage, Glebe Way, Wisborough Green, RH14 0DZ

Independent examiner: Mr F B Pearson  
Chequer Tree House, Plaistow Road, Ifold, West Sussex RH14 0TY

Bankers: Co-operative Bank  
PO Box 50, Skelmersdale, WN8 6YL

# St John the Baptist, Kirdford with Holy Trinity, Plaistow Trustees Annual Report for 2021

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## Our aims and purposes

The PCC has the responsibility of co-operating with the incumbent, Reverend Clive Jenkins, then continuing 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 for those in need and, to other organisations with similar objectives.

## What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC 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 the 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 2021 we discussed and planned the following objectives and activities to fulfil our aims:

- Enabling as many people as possible to worship at our church
- 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
- Creating Mission Action Plan for the Parish church's vision for the future
- 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, learning about the Gospel, in small group situations
- 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 pastoral care, special services and food bank provision
- Maintaining the fabric of the church building as a historic centre and focus of life in the village.

Most importantly we seek to be:

- A power-house of prayer
- An open and hospitable church

## 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.

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*"I hate to think where I would be without Jesus and the love and support of my church family "*

RM

Reverend Clive Jenkins joined us in January taking on responsibility of both his then current parish of Wisborough Green and the parish of Kirdford with Plaistow. The decision was made to hold a Sunday service in both Parishes each week. This meant changing the times of both services. This has given parishioners the opportunity to visit either service and we have welcomed Wisborough Green parishioners to our

services. The impact of Covid-19 has continued to affect our regular average attendance. In person services were not resumed until April and even then, singing was not permitted. Stringent rules continued to operate which limited the attendance at regular weekly services. The limitations were defined by the size of the church buildings and the maintenance of social distancing. This resulted in our normal average weekly attendance reducing to 31. We have been blessed with being able to provide music during these services and resumed singing when it was allowed, a great relief to the congregation, enhancing the experience.

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*'I have felt closer to God than I have been for a long time'*

HM

Since becoming one Benefice with Wisborough Green we have been able to combine and share resources. Our Lay Reader, Janice Taylor, has taken both services and lead courses for both parishes. Weekly services were available on line until we were able to resume face to face services. This was made available using the resources provided by Wisborough Green parish. Links for these services were emailed to the wider parishioners (83 in total) in the community as we looked to encourage the deepening of faith for all ages. We continue to be welcomed into our village school to lead Assemblies when this is possible. We maintain a very close link with the village school and headmaster; the school harvest services, held in Holy Trinity church were full.

We were able to hold an Easter Sunday service even though no singing was allowed. The congregation were grateful that at least a service was made available.

Both a Harvest Festival service and Remembrance service, attended by all the local youth groups, were held. Once again, the Remembrance Service was very well attended by children and their families.

Our usual Christmas services were held again. The Crib Service, which in the past has been hugely popular with families was attended by much reduced numbers. Other Christmas services also had reduced attendance; this is due to parishioners being cautious due to Covid-19.

Our Saturday morning Parish Prayer service which was a vital part of people's prayer journey resumed after Covid-19 caused it to be put on hold.

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

In 2021 there have been 14 weddings, 9 church funerals with 2 cremations conducted for parishioners, 4 burials of ashes, and 5 Thanksgiving for life services. We had 3 congregation members confirmed during the year.

A 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 are blessed that Reverend Michael Jackson, a retired clergyman, having moved into the village is prepared to help out when required and take an active part in worship leading. We continue to seek to extend the opportunities for the exercise of ministry and gifts within the life of our community.

Covid-19 once again prevented us following a planned Lent Course in person. Invitations to access the lent resources and reflections were emailed to 83 parishioners. The Zoom course was taken up by 10 people. We partnered with

Wisborough Green, sharing the leading of weekly reflections during Lent. The Advent course, held twice a week (one afternoon and one evening to maximise the attendance) was attended by 14 people.

The Parish Magazine continues to be a source of information about the church activities and services, as well as local events being held by other organisations. It is distributed to over 400 households within the villages. The regular Link newsletter is distributed weekly giving details of up-and-coming activities and services in both parishes.

### ***Evangelism and outreach***

During 2021 lockdown and social distancing the community have been brought closer together, supporting each other, neighbours and the wider community, even though village activities have been put on hold. Support continues for vulnerable residents in both practical and mental ways.

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*'Tranquil. Appreciated the Prayer Trail'*

TS

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Prayer stations have continued to be available along with a 'Lord's Prayer Trail' in the churchyard. As these proved very popular, not just with the church family but also with the wider community, we have left the prayer trail up and to provide regular prayer focuses. The prayer trail is being attended to and prayer displays are now a focal point in the north aisle.

Our Men's Meals, well attended in the past, were resumed in the autumn

and were again well attended.

Monthly afternoon teas were resumed in the autumn and were welcomed by residents and supported by church members, especially for the Christmas tea when carol singing was accompanied by the piano.

We strongly believe we should be the church in the community as much as encouraging the community into the church, and in seeking to become equipped and enabled to be 'church' amongst the villages.

### ***Provision of the church building for people to enjoy***

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. Throughout the year both churches were open for private prayer; prayer requests had been added to the prayer boxes which were made known and dealt with by members of the prayer team. Visitors are welcome, although the Visitors' Book was not permitted to be available.

Many remarks on the sense of peacefulness and spirituality our churches pervade. Other remarks have included the sense of history within; that people of much earlier generations found life and presence there, and comments on the appreciation of the architectural beauty of the buildings and stain glass windows.

We have three Commonwealth War Graves which have been maintained during the year along with the continued upkeep of the churchyard for socially distanced visiting.

### ***Spatial reordering of Holy Trinity and future projects***

We had planned some reordering in Holy Trinity to install at least one toilet and better catering facilities. Fundraising in the previous years and legacies have gone some way to provide these, but there is still a long way to go. The quinquennial reports have shown that there is urgent work required on the buildings. The commissioned survey on the external stonework was completed. The estimated cost for total repair is, at this stage, not feasible; however, plans to progress with the reordering and essential exterior repairs are taking shape and hope to be implemented in 2022.

Ongoing decisions made in faith, to adopt and encourage the Diocesan Strategy of re-imagining of ministry and to modernise this church building, point to a hopeful future but will require the continued spiritual and financial commitment from all of us to see it realised.

### ***Provision of pastoral care and welfare for people living in the parish***

In line with our desire to be the church out in the community, we seek to serve pastoral and welfare needs along with the many 'good neighbour' deeds that already exist in our villages. Our willing church family provide support in this vital ministry. Growth from outreach of the church has led to providing support in many ways for the local community. We are however aware that this does not meet all the needs so the PCC look to increase the outreach support.

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*'I really appreciate the help that the church has provided during these dreadful times'*

CS

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Provision for Home Communion continues; at present this is carried out by the Incumbent and the Licensed Lay Minister with a view for growth in this area.

Of particular encouragement was this year's Harvest Festival giving. The church donated the fresh produce to local residence and the other gifts were sent to Family Support Work (FSW).

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*"Your continued support is very much appreciated"*

*Family Support Work*

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Because of the generosity of the church family and others, we were able to continue to provide food to support the vulnerable individuals and families throughout the year. We do operate our own limited food bank for this as an addition to having ring-fenced funds for emergency use. The school harvest services gave rise to a huge amount of food available and has prompted financial support for our food bank by the children's parents. This will continue into 2022 and beyond especially as the economic climate continues to worsen.

### ***Other charitable giving***

We once again held our annual fundraiser for the specific purpose of supporting the community of Bobi in Uganda, enabling them to maintain the village water bore hole and well. Additional donations are used by the community to provide equipment for their schools and church.

During the year, the PCC made donations to Historic Churches, our own Deanery, 4Sight Vision Support, Mission Aviation Support, Refugee Freedom from Torture. The Royal British Legion Poppy Appeal were sent the collection raised at the Remembrance Day service. Our Harvest appeal collection resulted in food donations made to FSW and a financial contribution to Royal Agricultural Benevolent Institution.

### ***Safeguarding Incumbents Report***

The issue of Safeguarding is taken very seriously by the Incumbent and PCC who hold the duty of care of all people in our community of faith, especially the young and vulnerable adults among us.

To that end we:

- Adopted the House of Bishops' Policy on Safeguarding
- Appointed a Parish Safeguarding Officer
- Ensure all necessary DBS are in place
- Ensure those involved with children's work or vulnerable adults, of who hold a Parish Office, regularly attend training provided by the Diocese of Chichester and acquire the necessary standard of C1, C2, C3.
- Regularly audit our Safeguarding Policies and Best Practice Procedures using SQP.

## **Financial Review**

### **Receipts (Note 3 to the Accounts).**

The total amount received on general unrestricted funds was £96,556 (2020 - £80,210) and on restricted funds £3,467 (2020 - £3,155)

The planned giving through the Parish Giving Scheme, envelopes and banker's orders has remained fairly static at £36,299 (2020 - £36,799). The Parish Giving Scheme provides stability for planned giving.

Sunday service collections (within 'Loose cash collections') were approximately 55% of 2020 collections.

The PCC was grateful to receive a legacy of £10,000 from the estate of Mr Reed. No restrictions were placed on the use of this legacy although the PCC, after considering the past support from Mr Reed decided that the legacy should be designated to the Quinquennial Fund. The PCC was also grateful for a substantial donation received to support the Pastoral care within the Parish. Although this has been included in the General Fund for 2021 the PCC will consider transference to the Community Fund when required.

During 2021 the PCC decided to change bankers which resulted in an incentive gift of £4,000 from the Co-operative Bank, this amount included in Other receipts of £4,154.

A grant of £3,098 was received from National Churches Trust towards the cost of the investigative survey carried out on Holy Trinity as a result of the quinquennial report.

Fees received for weddings and funerals were substantially higher at £7,492 (2020 - £2,225) due to 2020 postponed weddings taking place in 2021.

There was a marginal increase in Income from investments £6,689 (2020 - £6,515) held and managed by the Diocese on the PCC's behalf.

The Contactless Payments facility has been used at all services during the year, not only making it easier for donations to be made but also reduces the risk of collecting cash due to Covid-19.

### **Payments (Note 6 to the Accounts)**

The total amount paid out of the general unrestricted funds was £71,007 (2020 - £88,121) and on restricted funds £2,000 (2020 - £2,635)

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

The largest cost for the PCC was the sum of £34,367 (2020 - £65,975) due to the diocese for our share of all churches' Parish Ministry Costs. Reverend Clive Jenkins joined us in January giving us 50% of his ministry whilst reducing his ministry for Wisborough Green by 50%. This therefore reduced our share of costs due to the Diocese and we were able to pay 100% of this cost. This amount covers the housing, stipend and pension costs of the clergy, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds.

### ***Trustee payments and expenses***

The PCC supported the clergy by paying 50% of Council Tax of £1,322, plus other costs towards travel, hospitality, telephone, postage and broadband amounting to a little over £894; total £2,216 (2020-£1,999).

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

### **Office costs**

Photocopier costs are shared with Wisborough Green Parish; a new contract was taken out in May 2021. Our 50% share amounted to £484 for 2021. Charges for December of all office, vicarage and clergy costs have not yet been received from Wisborough Green.

### **Repairs to the fabric of the church building**

Church maintenance and decoration was £13,258 (2020- £321). The investigative survey on Holy Trinity Church started in 2019, was completed this year. The fee amounted to £5,285. The PCC will consider necessary works needed and re-ordering planned for Holy Trinity in 2022. Following on from the most recent Quinquennial inspection work on the St John the Baptist tower, the removal of vegetation was completed at a cost of £5,802. The tower bells had their clappers renovated at a cost of £1,260. To comply with insurance requirements an extensive electrical survey was undertaken at a cost of £648; work to rectify any faults highlighted will be completed in 2022. The porch roof at Holy Trinity was repaired at a small cost for safety reasons and to make it water-tight.

### **Statement of Funds (Note 12 to the Accounts)**

Total funds at 31 December 2021 were £363,244 (2020 - £314,372) with Unrestricted Funds £201,406 (2020 - £171,673). Within the funds, PCC bank balances combining current accounts and CCLA Deposit Fund totalled £178,373 (2020 – £151,358) with the General Fund element of those PCC bank balances being £82,219 (2020 - £57,112)

### **Why we hold some money in reserve in the PCC bank accounts?**

It is PCC policy to maintain a balance on the general unrestricted funds (excluding property) which equates to approximately three months' worth of unrestricted payments as contingency against unforeseen situations. The average monthly expenditure in 2021 was £4,785. The closing balance of non-designated cash held in current accounts is £30,219; with the knowledge that major repairs are needed, this together with the amount of £52,000 in the CCLA deposit account will cover unforeseen situations and some of the repairs. Other capital sums held from receipts in previous years will be used as a reserve for the quinquennial works to both churches and also to contribute to the re-ordering of Holy Trinity within the next few years.

## **Risk Management**

In normal times the PCC consider that the principal risks and uncertainties are:

- The need to fund unexpected costs associated with the church's listed buildings.
- An unexpected fall in income, particularly given the dependence of the church on a limited number of major regular donors.
- How to provide facilities for the growth in children's and youth activities associated with the church.
- How to provide for the growth of the church within the community.
- The requirement to find volunteers with the appropriate skills, time and commitment to support the ministry of the congregation.

The PCC seeks to manage these risks and uncertainties by regularly reviewing its plans for the use of the church buildings.

The church maintains its properties to a high standard and carries out the priority items of a quinquennial review in a timely manner.

For the risks involved with Covid-19 pandemic during 2021, great care has been taken to protect all churchgoers. Hand sanitiser, social distancing markers, and face masks were all been installed in the church buildings, some of which continue as required by Church of England regulations.

## 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.

The APCM was held in April 2021 in St John the Baptist church with all parishioners invited to join in.

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

### *Ex Officio members*

Incumbent	Revd. Clive Jenkins	Chairman
Church Wardens	Kate Fenney Jackie Smart	
Licensed Lay Minister	Janice Taylor	Deanery Synod

### *Elected Representatives*

Sue Bowman		Treasurer and Deanery Synod Representative
Lindsay Nutting		Safeguarding officer
David Sorton		Secretary from October 2020
Sue Slade	(until March 2021)	
Marion Stoner		
Bernie Willis	(until April 2021)	Electoral Roll officer
Carolyn Osborne		Vice Chairman
Kim Humphreys		
Margaret Hibbard		
Richard Burge		
Sheila Waite	(from April 2021)	

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 Ministers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 12 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 The Revd. Clive Jenkins, PCC Chairman



.....

Date: 8<sup>th</sup> February 2022

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Statement of Financial Receipts and Payments**

	<i>Unrestricted</i>		<i>Restricted</i> Fund/s	<i>Endowed</i> Fund/s	<i>Total</i> All Funds 2021	<i>Total</i> All Funds 2020	Notes
	<i>General</i> Fund	<i>Designated</i> Funds					
	£	£	£	£	£	£	
<b>Income and endowments from:</b>							
Donations and legacies	56,281	15,136	2,000		<b>73,417</b>	67,522	
Charitable activities	7,492				<b>7,492</b>	2,225	
Other trading activities	5,101	3,169			<b>8,270</b>	7,043	
Investments	5,223			1,467	<b>6,690</b>	6,536	
Other receipts	4,154				<b>4,154</b>	-	
<b>Total received</b>	<b>78,251</b>	<b>18,305</b>	<b>2,000</b>	<b>1,467</b>	<b>100,023</b>	<b>83,326</b>	3
<b>Expenditure on:</b>							
Cost of raising funds					-	-	
Charitable costs	52,281	16,396	2,000		<b>70,677</b>	89,421	
Trading costs	2,330				<b>2,330</b>	1,335	
Other payments					-	-	
<b>Total paid</b>	<b>54,611</b>	<b>16,396</b>	<b>2,000</b>	<b>-</b>	<b>73,007</b>	<b>90,756</b>	6
<i>Reconciliation of funds:</i>							
<b>Net income or (net expenditure)</b>	23,640	1,909	-	1,467	<b>27,016</b>	<i>(7,430)</i>	
Transfers between funds	832	-	635	(1,467)	-	-	
<b>Net movement in funds</b>	<b>24,472</b>	<b>1,909</b>	<b>635</b>	<b>-</b>	<b>27,016</b>	<i>(7,430)</i>	
Bank accounts at 1 January	57,745	94,247	(635)	-	<b>151,357</b>	158,788	
<b>Bank accounts at 31 December</b>	<b>82,217</b>	<b>96,156</b>	<b>-</b>	<b>-</b>	<b>178,373</b>	151,358	A&L

ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW

Statement of Assets and Liabilities

	Unrestricted								Restricted	Endowed	Total All Funds 2021	Total All Funds 2020	Notes
	General	Designated	Designated	Designated	Designated	Designated	Designated	Designated					
	Fund	Community Fund	Bobbi Fund	Bellringers Fund	Friends Fund	Chancel Fund	Quinquennial Fund	Facilities Fund					
	£		£	£	£	£	£	£	£	£	£	£	
<b>Assets:</b>													
Bank current account	30,219	474	691	4,239	5,288	617	2,975	16,870			61,373	34,358	
CCLA Deposit Fund	52,000						18,000	47,000			117,000	117,000	
PCC-owned bank balance	82,219	474	691	4,239	5,288	617	20,975	63,870	-	-	178,373	151,358	
Diocesan Assigned Fees received													
<b>Total bank and deposit accounts</b>	<b>82,219</b>	<b>474</b>	<b>691</b>	<b>4,239</b>	<b>5,288</b>	<b>617</b>	<b>20,975</b>	<b>63,870</b>	<b>-</b>	<b>-</b>	<b>178,373</b>	<b>151,358</b>	
CBF Fixed interest Fund										2,877	2,877	3,082	
CBF Investment Fund									16,135	80,579	96,714	84,715	
M&G Charifund	23,032									62,248	85,280	75,217	
<b>Investment assets at market value</b>	<b>23,032</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16,135</b>	<b>145,704</b>	<b>184,871</b>	<b>163,014</b>	
<b>Total assets</b>	<b>105,251</b>	<b>474</b>	<b>691</b>	<b>4,239</b>	<b>5,288</b>	<b>617</b>	<b>20,975</b>	<b>63,870</b>	<b>16,135</b>	<b>145,704</b>	<b>363,244</b>	<b>314,372</b>	12

The Financial Statements for the year ended 31st December 2021 on pages 9 - 13 was approved by the PCC and signed on its behalf by



PCC Chairman

Date: 8th February 2022

**ST JOHN THE BAPTIST, KIRDFORD with HOLY TRINITY, PLAISTOW**

**Notes to the Accounts**

- The Financial Statement for the PCC has been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments basis.
- Moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, are not included in the Statement of Assets and Liabilities

**3 Analysis of total received**

	Unrestricted								Restricted Churchyard	Endowed	Total All Funds 2021	Total All Funds 2020	Notes
	General Fund	Designated Community Fund	Designated Bobi Fund	Designated Bellringers Fund	Designated Friends Fund	Designated Chancel Fund	Designated Quinquennial Fund	Designated Facilities Fund					
Planned giving (excl. tax refunds)	£ 32,047				£ 1,004						£ 33,051	£ 33,077	10
Planned giving (no tax refunds)	3,248										3,248	3,702	
Loose cash collections	4,064										4,064	5,834	
Special appeals	152										152	-	
Gift Aid recovered	9,328	38	265		116						9,746	10,941	11
General donations	7,442	495	100					20			8,057	11,467	
Legacies							10,000				10,000	500	4
Grants							3,098		2,000		5,098	2,000	9
<b>Donations and legacies</b>	<b>56,281</b>	<b>533</b>	<b>365</b>	<b>-</b>	<b>1,120</b>	<b>-</b>	<b>13,098</b>	<b>20</b>	<b>2,000</b>	<b>-</b>	<b>73,417</b>	<b>67,521</b>	
Fees for weddings & funerals	7,492										7,492	2,225	
<b>Charitable activities</b>	<b>7,492</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,492</b>	<b>2,225</b>	
Bobi and Bell fundraising			2,469	700							3,169	1,908	
Fundraising events											-	145	
Sales of the parish magazine	1,607										1,607	1,544	
Children's activities											-	-	
Magazine advertisement fees	3,253										3,253	3,075	
Coffee shop and church boxes	242										242	371	
<b>Other trading activities</b>	<b>5,101</b>	<b>-</b>	<b>2,469</b>	<b>700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,270</b>	<b>7,043</b>	
Bank & CBF deposit interest	1							0			1	22	
Investments interest CBF/M&G	5,222									1,467	6,689	6,515	
<b>Investments</b>	<b>5,223</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>-</b>	<b>1,467</b>	<b>6,690</b>	<b>6,537</b>	
Other receipts	4,154										4,154	-	5
<b>Total received on all funds</b>	<b>78,251</b>	<b>533</b>	<b>2,834</b>	<b>700</b>	<b>1,120</b>	<b>-</b>	<b>13,098</b>	<b>20</b>	<b>2,000</b>	<b>1,467</b>	<b>100,023</b>	<b>83,326</b>	
Total Unrestricted Fund Receipts					96,556		(2020 - 80,210)						

4 No restrictions were imposed on the legacy received although the PCC agreed that it would be designated to the Quinquennial Fund

5 Other receipts in 2021 included £4000 incentive from Co-op Bank and an erroneous receipt of £120 in December 2021 from a heating company which will likely be paid back in 2022.

Notes to the Accounts (continued)

6 Analysis of total paid:

	Unrestricted									Restricted Churchyard Fund/s	Endowed Fund/s	Total All Funds 2021	Total All Funds 2020	Notes
	General Fund	Designated Community Fund	Designated Bobi Fund	Designated Bellringers Fund	Designated Friends Fund	Designated Chancel Fund	Designated Quinquennial Fund	Designated Facilities Fund						
Event expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Cost of raising funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Charitable grants and donations	4,162	814	2,500									7,475	9,625	7
Parish share to Chichester Diocese	34,367											34,367	65,975	8
Clergy and other people's expenses	2,216											2,216	1,999	
Mission & evangelism costs	525											525	447	
Insurance	3,874											3,874	3,862	
Water, Gas, Electricity, and Oil	2,963											2,963	1,606	
Other regular church running costs	1,978											1,978	910	
Accounting and Examiner's fees												-	-	
Church maintenance & redecoration	175			1,348			11,735					13,258	321	
Churchyard maintenance	2,020								2,000			4,020	4,675	9
<b>Charitable costs</b>	<b>52,281</b>	<b>814</b>	<b>2,500</b>	<b>1,348</b>	-	-	<b>11,735</b>	-	<b>2,000</b>	-		<b>70,677</b>	<b>89,421</b>	
Magazine printing	2,161											2,161	1,335	
Other trading costs	169											169	-	
<b>Trading costs</b>	<b>2,330</b>	-	-	-	-	-	-	-	-	-	-	<b>2,330</b>	<b>1,335</b>	
Other payments														
<b>Total paid on all funds</b>	<b>54,611</b>	<b>814</b>	<b>2,500</b>	<b>1,348</b>	-	-	<b>11,735</b>	-	<b>2,000</b>	-		<b>73,007</b>	<b>90,756</b>	

7 Charitable grants and donations include £1000 to each to the 4Sight Vision Support, Mission Aviation Fellowship and Freedom from Torture charity  
Charitable donations made from the Community Fund were made on a regular basis to provide basic food to parishioners in need due to Covid pandemic

8 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs.  
For 2021 our Parish was responsible for 50% of our clergy and this cost was paid in 2021.

9 This Restricted Fund movement in the year represented grants received for and expenditure on Churchyard maintenance

10 The Designated Friends Fund receipts include subscriptions

11 Gift Aid is recoverable on donations received. The last claim for which money, other than the Parish Giving Scheme, has been received was received on 27th October 2021 covering general donations to 30 September 2021. Gift Aid on the Parish Giving Scheme planned giving is received in the month of giving. The claim for donations to the Friends designated account up to 31 March 2021 was received on 30th April 2021.

## Notes to the Accounts

## 12 Statement of funds

	Balances as at 1 Jan 2021	Receipts	Payments	Transfers, other gains and losses	Balances as at 31 Dec 2021
	£	£	£	£	£
Sale of Curate's House	101,867	4,006	(4,006)	14,181	116,048
Smith (Fabric)	15,764	765	(765)	1,492	17,256
Downer (Churchyard)	14,115	409	(409)	2,019	16,134
<b>Total of all endowed funds</b>	<b>131,746</b>	<b>5,181</b>	<b>(5,181)</b>	<b>17,693</b>	<b>149,439</b>
Kirdford Chancel Fund	10,953	293	(293)	1,447	12,400
Churchyard Fund	-	2,000	(2,000)	-	-
<b>Total of all restricted funds</b>	<b>10,953</b>	<b>2,293</b>	<b>(2,293)</b>	<b>1,447</b>	<b>12,400</b>
General fund	77,427	74,244	(49,137)	2,718	105,252
Community Fund	756	533	(814)	-	474
Bobi Fund	357	2,834	(2,500)	-	691
Bellringers Fund	4,886	700	(1,348)	-	4,239
Friends Fund	4,167	1,120	-	-	5,287
Chancel repair Fund	617	-	-	-	617
Quinquennial Fund	19,612	13,098	(11,735)	-	20,975
Facilities Fund	63,850	20	-	-	63,870
<b>Total of all unrestricted funds</b>	<b>171,673</b>	<b>92,549</b>	<b>(65,533)</b>	<b>2,718</b>	<b>201,406</b>
<b>Total funds</b>	<b>£314,372</b>	<b>£100,023</b>	<b>£(73,007)</b>	<b>£21,857</b>	<b>£363,244</b>

**Endowed Funds:**

Interest and investment receipts in respect of the Endowed Funds of £6,689 has been used for general expenditure and classified as such in note 3.

The capital from the sale of the Curate's house is held in trust, the income from which is unrestricted.

The Smith bequest is a permanent endowment which requires the income to be spent on the church fabric.

The Downer bequest is a permanent endowment which requires the income to be spent on the churchyard.

**Restricted Funds:**

The Restricted Funds comprise the Chancel and Churchyard funds. These funds are not invested permanently, but are to be spent within reasonable timescales. The entire churchyard fund is spent each year.

**Unrestricted Funds:**

The unrestricted General Fund includes investments held by the PCC in the M&G Charifund.

# Independent Examiner's Report to the PCC of St John the Baptist, Kirdford with Holy Trinity, Plaistow for the Year Ended 31<sup>st</sup> December, 2021

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St John the Baptist, Kirdford with Holy Trinity, Plaistow, on the annual report for the year ended 31<sup>st</sup> December 2021 set out on pages 8 to 12

**Respective responsibilities of trustees and examiner**

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
3. to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

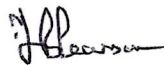
**Independent examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Examiner's signature**



**Examiner's name** CAPITALS

FREDERIC BARRIE PEARSON

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

8<sup>th</sup> February 2022  
F.C.A.

**Examiner's address**

Chequer Tree House, Plaistow Rd., Ifold, West Sussex, RH14 0TY

# Independent Examiner's Report to the PCC of St John the Baptist, Kirdford with Holy Trinity, Plaistow for the Year Ended 31<sup>st</sup> December, 2021

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)

Give here brief details of any items that the examiner wishes to disclose