



**Parochial Church Council of St Andrew Bishopstone**  
**(Charity Registration No. 1196160)**  
**Report and Accounts**  
**For the year ended December 31, 2024**

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## **Parochial Church Council of St Andrew, Bishopstone**

### **Trustees Annual Report for 2024**

#### **Aim and Purposes**

The primary objective of St. Andrew's PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the Benefice Rector and the Priest at St Andrew's in promoting in the ecclesiastical parish the whole mission of the Church pastoral, evangelistic social and ecumenical.

#### **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St. Andrew's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music, and sacrament. When planning our activities for the year, we have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on 'charities for the advancement of religion'. In particular we try to enable local people to live out their faith as part of our Parish community through:

- Worship and prayer; learning about the gospel; and developing their knowledge and trust in Jesus.
- Teaching, baptizing, and nurturing new and existing believers.
- Provision of pastoral care for people living in the parish.
- Supporting missionary and outreach work as part of our charitable giving.

To facilitate this work, it is important that we maintain the fabric of the Church of St. Andrew's, and also maintain the "open" churchyard to enable relatives and visitors alike to experience peace in this sacred place. An annual open-air service is held 'In memory of those at rest'.

#### **Achievement and performance**

##### **Church attendance:**

The church family welcomes visitors from within as well as outside the parish boundary. 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.

In 2024 a Revised Electoral Roll was created. The total number on the Revised Roll was 86, an increase of 1 from the previous year.

Our attendance numbers have suffered as we have continued to sadly bear the passing of more of our congregation due to age and illness. There were two baptisms during the year and two of our congregation were Confirmed. Unusually no weddings took place. There were 6 funerals in church, seven less than last year, however we recorded eight Interment of Ashes that took place

without a funeral taking place at St. Andrew's. Our minister conducted one funeral at a crematorium.

We continued to keep the church open and stewarded on Wednesdays and Saturdays to welcome visitors from January to July while we undertook security measures to have the church open every day without being stewarded, this we achieved on 6<sup>th</sup> August, enlisting the help of village residents to enable us to do so by unlocking and locking the church. Guided tours can be arranged by prior appointments for individuals or groups. Many people enjoy the peace of our churchyard and numerous walkers enjoy their lunchtime taking a rest on the benches provided. These benches were fully restored by a local resident during the year. Ground Contractors take care of the mowing of the churchyard on a regular basis and trimming of hedges and some members of the congregation tackle other jobs throughout the year. An important restoration of a crumbling boundary flint wall was undertaken.

The PCC were able to meet six times during the year. An additional Joint PCC with St. Peters was held to comply with Section 11 regulations during a Vacancy which had occurred at the end of June when our Rector Rev Arwen Folkes left to take up another post in Eastbourne. To deal more efficiently with all the aspects of church life the PCC formed two sub-groups in 2022, one incorporating Building and Worship, the other overseeing our busy parish Outreach agenda. These groups continue to work well.

At our PCC Meeting in May a new Safeguarding Officer, Sarah Butler was appointed and became a member of the PCC.

Two more members of our congregation completed their training as Lay Ministers of the Blessed Sacrament, one of them helping with home communion.

Our Sunday worship offers a Said Eucharist at 8.00am followed by a Sung Eucharist at 10.30am with a replacement service of Matins on the second Sunday of the month and a Sung Evensong on the first Sunday of the month. There is always a Wednesday Eucharist at 10am, which incorporates Wholeness and Healing on the last Wednesday of the month.

The Benefice continues making available to all, Advent and Lent courses.

As a PCC we have continued to work towards the fulfillment of our Mission Action Plan much work has been undertaken by our Fabric Officer including the continuing project to extend the existing vestry adding a new tea point and WC facilities to St Andrew's. The same Mission Action Plan saw us continue to provide many events throughout 2024, all needing it would seem refreshments in one form or another, and so our thanks go to all who undertake so much within the Outreach group.

We welcome the opportunity of keeping in touch with our Parishioners and those further afield on a monthly basis via our E-Newsletter.

### **Review of the Year:**

At the beginning of 2024 we held a Public Meeting to enable us to proceed further with our building project of extending the existing vestry and providing toilet facilities. The meeting was well attended by local people and others. On display for all to view were plans drawn up by our Architect Richard Andrew's who was on hand to answer any questions.

In April following Easter services we held an Open Church Day on Bank Holiday Monday, inviting visitors to call in and find out a little more about the church and worship. Children were entertained with an Eye-Spy competition, colouring, and sowing mustard and cress seeds. April also marked the first anniversary of our house for duty Associate Vicar Revd. Elizabeth Jinks being with us.

It was decided during the end part of 2024 that we would join with the Bishopstone Parish Hall Committee in organising a Joint May Fayre on the last Saturday in May. This was a great success especially in terms of support from local people and further afield, the proceeds being divided equally between Church and Hall.

At the end of June, we said farewell to our Rector of the United Benefice Revd Arwen Folkes. To wish her well in her new appointment as Vicar of St. Mary's, Old Town, Eastbourne we held a leaving 'do' for her in the Parish Hall. Following Arwen's departure our Benefice entered into a Vacancy from July which led us to working closely with St. Peter's to create a Benefice Profile with a view to advertising the vacancy.

In support of Christian Aid, in addition to helping in their annual appeal, we held a Strawberry Cream Tea. In place of our usual annual service to mark Sea Sunday second Sunday in July, it was decided to mark the 200<sup>th</sup> year of the RNLI especially with the local lifeboat station being so close to us at Newhaven, a Blessing of the Sea service took place on the beach with the lifeboat joining us just offshore.

An event mainly for children was held on Saturday 10 August with various activities linked to nature with bug hunts in our extended piece of land 'God's Acre' and more things to do in the hall.

The following day 11 August we had perfect weather to allow us to hold our Annual Open-Air Service in our churchyard 'In Memory of loved ones at rest.' A simple and reflective service in very peaceful and sacred surrounding. All who attend were invited to refreshments in the hall afterwards.

Unfortunately, in September the weather let us down and sadly the Open-Air Pet Service had to be cancelled much to everyone's disappointment.

In October following our Harvest Thanksgiving services a bring and share lunch proved popular as always. A congregation of 28 at Evensong provided a fitting end to our celebrations.

At the end of October, we were back in the Parish Hall again for more refreshments bidding farewell to our Assistant Curate Fr. Joe Padfield. We were sad to see him go but delighted that after his four years of training he was able to move to a parish of his own as Rector of St. Peter's, Henfield, West Sussex.

In our sixth month of Vacancy interviews were held on 21<sup>st</sup> November to hopefully find a new Rector for our Benefice. Thankfully the position was offered and accepted by Revd Dr Simon Earnshaw from Clayton with Keymer in West Sussex. We look forward to his arrival early in 2025.

At our PCC meeting in November we agreed our annual Charitable Giving of £2,000 allocated as follows: - £200 in support of a student at Hebron Village in India, £400 to the Diocesan Family

Support Work, £200 Livability for disabled, £100 Computers for Charities, £200 Mission Aviation Fellowship, £200 AKWARDA Education Ghana, £500 Mission to Seafarers, £200 Local Food Bank.

We were pleased that our Patronal Festival and Gift Day in November. was actually on St. Andrew's Day Saturday 30<sup>th</sup>. Revd Elizabeth celebrated the Eucharist Service and as guest speaker we welcomed Revd Dr. Richard Coldicott from Elizabeth's previous parish. Prior to these celebrations every home in the Parish receives a three-fold leaflet inviting them to join us for worship, to make a contribution towards our gift day, and to welcome them to our Christmas services.

Christmas services were well attended including the Christingle Service with children in mind. Traditional Nine Lessons and Carols was much appreciated with 88 in the congregation some of whom stayed on for afternoon tea in the Parish Hall. This year with the help of musical residents in the village we had the benefit of an augmented choir.

In an endeavour to welcome the wider community into St. Andrew's 'Arts @ St. Andrew's' was created to provide a programme of events. Many enjoyed a musical evening with singer Dame Felicity Lott a resident in the village. In June we were pleased as part of Arts @ St. Andrew's to welcome young musicians of Create Music who performed a lovely selection of music to the delight of their parents and visitors. In December these very talented young musicians returned again to play for their parents and St. Andrew's friends and visitors.

#### **Associate Vicar's Report for St Andrew's 2024**

The year continued with our interviewing and appointment of a new Rector, (who is now the Father Simon Earnshaw, and we will be delighted by his arrival and licensing in March of this year).

As a PCC we have continued to work towards the fulfilment of our Mission Action Plan to help including the continuing project to add new tea point and WC facilities to St Andrew's. The same Mission Action Plan saw us continue to build Arts @ St Andrew's, and our outdoor services were again well supported. It was a delight to welcome so very many people to our joint Summer Fete being blessed with good weather.

With a renewed hope of working more closely with our wider community we have been grateful for the support of local parishioners with keeping the church open and shut – there has been no major incident or theft. Their involvement at our Nine Lessons & Carols, and their support of our Arts events has been a wonderful boost (unfortunately the outdoor Carols service was cancelled due to bad weather). Our commitment to building stronger relationships with local charitable organisations led to hiring meeting space at the 'Friends of Bishopstone Station', working with residents of Bishopstone Village to build on the success of Outdoor Carols. Our Christingle service continues to grow, and we are pleased that the Little Fishes (shared project with St Peter's) is another aspect of our life that is increasing in strength.

In 2024 we saw the appointment of Sarah Butler (Parish Safeguarding Officer) and we are pleased to welcome Sarah as our new Parish Safeguarding Officer.

I personally thank Hilary Norsworthy who has worked so hard in the role of churchwarden, a task which has been marked by much time and patience this year. Michael Burton for his musical gift as our organist, Jane Lucy for the huge amount of work that she does in our outreach activities, Anne Clark for the vitally important financial work, Richard Martin for attending to our building, and to

all who read, intercede, clean, arrange flowers, our lay people in serving at the altar and administer the chalice. Margaret Sharp and others in their many other roles that help us to create this church community and bear witness to the Gospel in this place.

Though we still struggle with diminished numbers (compared to pre-pandemic) we notice that our numbers seem to have settled into a new stability. We are ever hopeful that the spirit and determination of our Ministry Team, PCC Trustees and church members will lead us, by the grace of God, to bring our longer-term plans into fruition.

Revd. Elizabeth Jinks

Associate Vicar of St Andrew's, Bishopstone

### **The Fabric Report compiled by The Fabric Officer on behalf of the Churchwarden.**

You will recall that it was reported at last year's APCM that all the work in priority list A of the quinquennial survey of 2018 had now been completed except for two items. The loose wood blocks in the floor have now been secured but we are still monitoring the external black sealant to one window. We have now received our 2023 quinquennial inspection report.

At a meeting of the PCC on 24th January it was unanimously agreed that we should proceed with our architect's scheme B for the provision of a toilet and vestry to the rear of the existing vestry and that instructions should be given to him to apply for planning Permission. Consent was granted by Lewes District Council on 16th May 2024. This still leaves the need to obtain consent from the DAC. £802.80 plus vat was paid to the architect for his work involved with the planning consent.

Nothing further has been done regarding the formalisation of the churches use of the driveway leading up to the lych gate.

At a meeting of the PCC on 19th March it was agreed that the area around the two rubbish bins and the handrail should be levelled. This was carried out at a cost of £127.30. No vat. A Heritage Assessment Report was prepared by the archaeologist Chris Butler at a cost of £902.50 plus vat, this was a report required as to the stonework and its age of the vestry wall that would be removed to extend the vestry.

At a meeting of the PCC on 29th May it was agreed that we should arrange for repairs to the south boundary wall to be carried out as listed in several quinquennial reports. This was completed at a total cost of £4464.95(no vat) after a donation of £700 from the adjoining owner.

At the same meeting the PCC agreed to pay a fee of £3100.00 plus vat for the engineers input to the design of the extension structure, a fee of £250.00 plus vat for the archaeologist to prepare a WSI report and a fee of £6000.00 plus vat for the architect to prepare the full working drawings.

It was agreed by an email to all PCC members on 26th July to authorise the payment of £2412.00 inc vat to Impact Geotechnical to prepare two bore holes and dig two trial pits and an interim faculty was granted for this on 16th August. Work was carried out in early September.

At a meeting of the PCC on 6th August it was agreed that St Andrews would be open for the public each day without church watchers subject to various security measures being put in place. These included a steel cupboard to store all altar wear, communion wine, keys etc; a sensor light to

come when people entering the church; security marking all moveable/valuable items; and keys for all those needing a set for the church. The cost of these items was approximately £800 inc vat.

Various electrical repairs were carried out by GK Pope and Son. These included a socket replacement £132.50 plus vat, replacement of a light fitting in the tower £286.65, A five yearly test of the entire electrical installation £465.00 plus vat and work following that test and provision of a test certificate £643.00 plus vat.

Sergio Medina Landscapes were instructed to clear all round the overflow church yard (Gods Acre) at a cost of £450.00 no vat. All the seats in the churchyard were sanded and oiled at a cost of £420.00 no vat.

In accordance with the latest regulations and the insurance company's recommendations a test of the lightning conductor was carried out in December at a cost of £150.00 plus vat.

in 2020 the PCC agreed that the grass in the church yard should be cut by contractors. This was continued this year at a cost of £2050.00 (no vat) to include the overflow churchyard and cutting the perimeter hedge adjacent to the village green and all the bushes in the churchyard.

Priority Fire Services made their annual maintenance inspection in November and replaced one extinguisher and serviced the others at a total cost of £247.29 inc vat.

Hilary Norsworthy  
Churchwarden.

## **Treasurer's Financial Review**

### **Excess of Income over Expenditure: -**

Unrestricted funds decreased by £615.

Restricted funds decreased by £9,469.

**Total Deficit £10,084** as in the Financial Statement, compared with a surplus of £8,939 in 2023.

I have to report that expenditure exceeded income for the year.

We know that our volunteers have worked extremely hard but if it wasn't for the generous past legacies that we have received, we would be in difficulty. Everyone is encouraged whenever possible to sign up to the Diocesan Parish Giving Scheme (PGS) which we have now run for the past five years. This scheme automatically calculates gift aid payable monthly and deposits it directly into St. Andrew's bank account along with the actual donation.

A claim under the Gift Aid Small Donations Scheme is separately made including all other Gift Aided donations received. PGS also has a single donation gift aided service and details of how to access these are in the "Ways of Giving" leaflet. We have received £4,912 as tax refunded. We would also encourage people to join "Easyfundraising" where we can be gifted money at no cost to the donor.

Unfortunately, our PGS giving has reduced slightly and we would encourage as many people as possible to use this tax-efficient method of supporting the church. Our installation of a digital giving debit/credit card machine in the church has brought in £1,030 in the year.

It was reported two years ago that the church formally registered as a charity which brings with it several additional responsibilities regarding Charity Commission annual returns, but also the need to produce accounts on an accruals basis which is now done.

The generous legacy from Jean Mossop in 2021 was invested until such time as future projects can be carried out. In 2022 the funds were split into investments and deposits as well as maintaining the funds with Martin Hunter Financial Management. No changes have been made during the year. Balances at 31<sup>st</sup> December 2024 are:

	<b>2024</b>	<b>2023</b>
Lloyd's Bank Current Account	<b>£19,104</b>	<b>£17,399</b>
Lloyd's Bank online Deposit Account	<b>£2,000</b>	<b>£2,000</b>
Church of England (CCLA) Stella Fund	<b>£6,276</b>	<b>£6,058</b>
Hunter Financial Management	<b>£124,306</b>	<b>£120,646</b>
St James's Place	<b>£161,160</b>	<b>£165,946</b>
Flagstone	<b>£299,809</b>	<b>£306,672</b>
<b>TOTAL</b>	<b>£613,781</b>	<b>£618,721</b>

Fortunately, the stock market Investments with Hunter Financial Management have increased slightly in value at the 31<sup>st</sup> of December, however St James's Place fell slightly. The sum of £12,000 was drawn down from Flagstone during the year to supplement the cash needed for expenditure, but interest gained on these deposits amounted to £4,937. This deposit platform enables us to split the total into FSA protected individual deposits for variable lengths of time to maximise interest rates. I reported last year that the reinvestment of these funds in December 2022 was set to bring in just over 4%. In December 2023 5.5% and 5.15% were achieved, but in December 2024, rates had reduced again to between 4.38% and 4.98%.

Further legacies this year were received from Susan Roebuck and Patricia Jeremy.

The largest expenditure for the PCC was the Parish Share contribution paid to the Diocese to cover our ministry costs. Our pledge for 2024 was £30,735 and £31,657 has been committed for 2025. Since January 2021 we have employed as a Benefice an Administration Assistant, the salary being split equally with St Peter's.

Architects' fees of £13,000 (£5,039 in 2023) have been spent on investigations into the Tower and plans for the proposed toilet facility. These costs include £9,280 which have been taken from restricted funds (fabric) rather than direct expenditure.

The Flower Fund had been fully spent but has since been topped up with generous donations. During the year £1,911 was received and £2,060 expended with a balance at the year-end of £202.

The Youth Worker Fund has had no income or expenditure during the year, standing at £3,883, but will be fully utilised when a Youth Worker is appointed.

### **Reserves Policy**

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately six months of unrestricted charitable expenditure. The trustees consider that this



level will provide sufficient funds to respond to church upkeep and ensure that support and governance costs are covered.

The balance held as unrestricted is higher than is needed at present due to the significant legacy and the need to expend this on special projects which will take several years to plan and complete.

The trustees consider the reserve requirements of restricted funds separately. There is one endowment fund (Stella Fund) the balance of which was £6,276 at 31<sup>st</sup> December 2024, only the income from which can be used for churchyard maintenance, which is invested with the CBF Church of England Funds through CCLA. For the remaining restricted funds both capital and interest can be spent provided it is for the designated purpose. At 31<sup>st</sup> December 2024 this was:

Fabric Fund	£6,054
Flower fund	£202
Youth Worker Fund	£3,883

Anne Clark. FCCA, FCILT  
Treasurer

## Structure, governance and management

The Parochial Church Council (PCC) is a registered charity, number 1196160. Its governing document is the Parochial Church Council (Powers Measure 1956).

Our Safeguarding and Health & Safety Officer ensures that we are compliant with the current regulations, and we have been issued with a certificate for SQP (Simple Quality Protects).

**Website:** <http://ebbchurches.org.uk>

**Rector:** Revd Arwen Folkes January to June (Moved to St. Mary's Eastbourne)  
Vacancy: June to Dec - The Rectory, 86 Belgrave Road, Seaford, BN25 2HE

### **Associate Priest:**

The Revd Elizabeth Jinks, 14 Marine Drive, Seaford, BN25 2RS

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

Rector:	The Revd Arwen Folkes January to June
Associate Vicar	The Revd Elizabeth Jinks
Asst. Curate	The Revd Joe Padfield Jan to Oct (Moved to St. Peter's, Henfield)
Reader	United Benefice Mrs. Kay Blackburn (Retired December)
Warden	Hilary Norsworthy

### **Representatives**

**On Deanery Synod:** Mrs Liz Riley  
Mr. Malcolm Mazey

**Elected Members:**

Mrs Jane Lucy	from APCM 2022
Mrs. Ann Graham	" "
Mrs. Anne Clark (Treasurer)	" "
Mrs Pauline Martin	" "
Dr. Lyn Thomas	from APCM 2023
Mrs. Vi Roberts	" "
Mr. Philip Pople	" "
Mrs. Brenda Westcott	" "
Mrs Teresa Everest	from APCM 2024
Mrs. Chris Jennings	" "

**Independent Examiner:**

Mr. Mark Boxall, Shoreline Accountants Ltd, 25 Clinton Pl, Seaford BN25 1NP

**Bankers:** Lloyds Bank, 8 High St, Lewes BN7 2AD

**Investment Advisers**

Hunter Financial Management, 9 Sutton Road, Seaford, East Sussex, BN25 1RU

Flagstone Investment Management Ltd, 1st Floor, Clareville House,


26-27 Oxendon Street, London SW1Y 4EL

Mark Holland Wealth Management Ltd, 30-34, North Street, Hailsham, East Sussex, BN27 1DW

This Trustees' Annual Report was Approved by the PCC and signed on their behalf by  
The Associate Vicar and the Incumbent PCC chair.

Signed   
Rev'd Elizabeth Jinks

Date 2<sup>ND</sup> APRIL 2025

Signed   
Hilary Norsworthy

Date 30<sup>TH</sup> March 2025

Examiners report for the Parochial Church Council of St Andrew, Bishopstone (PCC)

I report on the accounts of the Organisation for this period ended 31<sup>st</sup> December 2024.

**Respective responsibilities of trustees and examiner**

As the organisation's trustees you are responsible for the preparation of the accounts; The organisation's trustees consider that an audit is not required and that an independent examination is needed.

It is my responsibility to:

Examine the accounts.

To state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Organisation and a comparison of the accounts presented with those records. It includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) Which gives me reasonable cause to believe that there has been any material errors or omissions.
- 2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.
- 3) The balance of the bank accounts has been confirmed by evidence of bank statements examined.
- 4) Income and expenditure were evidenced by receipts provided and correlated to the accounts provided.

Joseph Jupp ACCA MAAT  
Senior Chartered Certified Accountant

Shoreline Accountants Limited  
25 Clinton Place  
Seaford East Sussex BN25 1NP

Joseph Jupp 

Date 28/11/2025

## Parochial Church Council of St Andrew, Bishopstone

### Statement of Financial Activities year ended December 31, 2024

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2024	Total Funds 2023	Notes
	£	£	£	£	£	
<b>Income and endowments from:</b>						
Donations and legacies	43,388	2,046	-	45,434	45,977	
Charitable activities	5,616	-	-	5,616	7,179	
Other trading activities	2,953	-	-	2,953	4,955	
Investments	17,473	-	-	17,473	24,549	
Other receipts	-	-	-	-	-	
<b>Total income</b>	<b>69,430</b>	<b>2,046</b>	<b>-</b>	<b>71,476</b>	<b>82,660</b>	<b>2</b>
<b>Expenditure on:</b>				-	-	
Raising funds	226	-	-	226	1,540	
Charitable activities	69,699	11,515	-	81,214	72,061	
Other trading activities	120	-	-	120	120	
Other expenditure	-	-	-	-	-	
<b>Total expenditure</b>	<b>70,045</b>	<b>11,515</b>	<b>-</b>	<b>81,560</b>	<b>73,721</b>	<b>3</b>
Net gains (or losses) on investments		-	-	-	-	
<b>Net income or (net expenditure)</b>	<b>(615)</b>	<b>(9,469)</b>	<b>-</b>	<b>(10,084)</b>	<b>8,939</b>	
<b>Transfers between funds</b>	-	-		-	-	
	(615)	(9,469)	-	(10,084)	8,939	
<b>Other recognised gains/(losses):</b>						
Gains/(losses) on revaluation of investments	4,177	-	-	4,177	-	8
Other gains/(losses)	-	-	-	-	-	
<i>Reconciliation of funds:</i>						
<b>Net movement in funds</b>	<b>3,562</b>	<b>(9,469)</b>	<b>-</b>	<b>(5,907)</b>	<b>8,939</b>	
Total funds brought forward	639,785	24,810	6,276	670,871	661,932	
<b>Total funds carried forward</b>	<b>643,347</b>	<b>15,341</b>	<b>6,276</b>	<b>664,964</b>	<b>670,871</b>	

# Parochial Church Council of St Andrew, Bishopstone

## Balance Sheet as at December 31, 2024

	Total Funds 2024	Total Funds 2023	Notes
	£	£	
Intangible assets	-	-	
Tangible assets	-	-	
Heritage assets	-	-	
Investments	-	-	
<b>Total fixed assets</b>	-	-	
Stocks	-	-	
Debtors	1,476	3,562	10
Investments	291,691	292,650	8
Cash at bank and in hand	320,912	326,071	
<b>Total current assets</b>	<b>614,079</b>	<b>622,283</b>	
Creditors: Amounts falling due within one year	(5,189)	(1,414)	11
<b>Net current assets or (liabilities)</b>	<b>608,890</b>	<b>620,869</b>	
<b>Total assets less current liabilities</b>	<b>608,890</b>	<b>620,869</b>	
Creditors: Amounts falling due after more than one year	-	-	
Provisions for liabilities	-	-	
<b>Total net assets or (liabilities)</b>	<b>608,890</b>	<b>620,869</b>	
<b>The funds of the charity:</b>			
Endowment funds	6,276	6,276	
Restricted income funds	10,139	19,568	
Unrestricted funds	658,083	658,698	
Unrealised Loss on Investments	-	-	
<b>Total unrestricted funds</b>	<b>658,083</b>	<b>658,698</b>	
<b>Total charity funds</b>	<b>674,498</b>	<b>684,542</b>	12

This Annual Financial Report, for the year ended 31st December 2024, including the notes following, was approved by the members of the PCC of St Andrew, Bishopstone on xxx and signed on its behalf by



The Revd. Elizabeth Jinks, Associate Vicar, St Andrew's:

Date 2<sup>nd</sup> APRIL 2025



Mrs Anne Clark, Treasurer:

Date 25/3/25

# Parochial Church Council of St Andrew, Bishopstone

## Notes to the financial report

### For the year ended December 31, 2024

#### **1 Accounting policies**

##### **a Basis of preparation**

The financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) second edition 2019, and the Charities Act 2011.

The charity is a public benefit entity as defined by FRS102 and is unincorporated.

The PCC considers the use of the going concern basis to be appropriate.

##### **b Funds accounting**

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

##### **c Income and endowments**

All income and endowments are accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

##### **Donations and legacies**

Collections are recognised when received.

Planned giving receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC.

##### **Other trading activities**

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised when received,

Investment income

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

# Parochial Church Council of St Andrew, Bishopstone

## Notes to the Financial Report

### For the year ended December 31, 2024

#### **All other income**

All other income is recognised in accordance with the above overall policy.

#### **Gains and losses on investments**

Realised gains are recognised when the investments are sold

Unrealised gains and losses are accounted for on revaluation at 31 December.

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#### **d Expenditure**

Expenditure is accounted for on an accruals basis and accounted for gross.

##### **Grants**

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

##### **Church Activities**

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

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#### **e Corporation Tax**

The charity is exempt from corporation tax according to schedule 3 of the Charities Act 2011.

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#### **f Fixed Assets**

##### **Tangible fixed assets**

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011.

No cost or value is placed on movable church furnishings held by the Stewards in trust for the PCC and which require a faculty for disposal, since the PCC considers them to be inalienable property. All expenditure on consecrated buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities.

##### **Depreciation**

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

##### **Investments**

The PCC uses the services of two professional investor advisory service companies to manage their Investments, which are stated at mid market value at the balance sheet date.

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#### **g Current Assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors.

Cash at bank comprises deposits with a bank, either directly or via Flagstone investment Management Ltd.

# Parochial Church Council of St Andrew, Bishopstone

## Notes to the financial report year ended December 31, 2024

### 2 Analysis of income and endowments

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2024	Total Funds 2023	Notes
	£	£	£	£	£	
Planned giving (excl. tax refunds)	13,313			13,313	14,157	
Loose cash collections	4,542			4,542	4,662	
Special Appeals Gift Day	2,150			2,150	2,387	
Other donations	3,530	2,046		5,576	5,672	
Other Donations for Charities		-		-	225	
Gift Aid tax recoverable	4,912			4,912	7,344	
VAT recovered	206			206	513	
Legacies	14,735			14,735	10,317	
Grants	-			-	700	
<b>Donations and legacies</b>	<b>£43,388</b>	<b>£2,046</b>	<b>-</b>	<b>£45,434</b>	<b>£45,977</b>	
Council tax recovered	-			-	-	
Weddings, funerals, stone fees	5,616			5,616	7,179	
				-	-	
<b>Charitable activities</b>	<b>£5,616</b>	<b>-</b>	<b>-</b>	<b>£5,616</b>	<b>£7,179</b>	
Summer fete	1,938	-	-	1,938	3,209	
100 Club	-			-	936	
Plants/ books/ cards	-			-	-	
Open Church	-			-	-	
Concerts	1,015			1,015	810	
<b>Other trading activities</b>	<b>£2,953</b>	<b>-</b>	<b>-</b>	<b>£2,953</b>	<b>£4,955</b>	
CBF deposit interest	-	-	-	-	124	
Deposit Interest	9,024			9,024	11,884	
Stella Fund Dividend (Churchyard)	42	-	-	42	42	
Unrealised Gains from Investments	4,177			4,177	7,819	
Interest from Investments	4,230	-	-	4,230	4,680	
<b>Investments</b>	<b>£17,473</b>	<b>-</b>	<b>-</b>	<b>£17,473</b>	<b>£24,549</b>	
Other receipts	-	-	-	-	-	
<b>Total income and endowments on all funds</b>	<b>£69,430</b>	<b>£2,046</b>	<b>-</b>	<b>£71,476</b>	<b>£82,660</b>	



# Parochial Church Council of St Andrew, Bishopstone

## Notes to the financial report year ended December 31, 2024

### 3 Analysis of payments

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2024	Total Funds 2023	Notes
	£	£	£	£	£	
Fete Expenses	-	-	-	-	696	
Open Church	148	-	-	148	107	
Concert Expenses	-	-	-	-	204	
Digital Giving Charges	78	-	-	78	83	
100 Club Expenses/prizes	-	-	-	-	450	
<b>Cost of raising funds</b>	<b>£226</b>	<b>-</b>	<b>-</b>	<b>£226</b>	<b>£1,540</b>	
Charitable grants and donations	1,800	175	-	1,975	2,018	4
Parish share to Chichester Diocese	30,735	-	-	30,735	30,000	
Organist/other Clergy/Altar supplies	6,091	-	-	6,091	7,268	
Church Insurance	2,105	-	-	2,105	2,070	
Flowers	-	2,060	-	2,060	-	
Staff Salaries	4,530	-	-	4,530	4,543	5
Pension Fund Fee	317	-	-	317	77	5
Staff Training	-	-	-	-	10	
Payroll Administration	576	-	-	576	297	5
Recruitment Fees	-	-	-	-	50	
Clergy mileage/tel/broadband	1,789	-	-	1,789	2,067	
Architects' Professional fees	3,720	-	-	3,720	-	
Subscriptions	625	-	-	625	1,166	
Elec/oil/heating/organ maint	3,570	-	-	3,570	3,490	
Printing and photocopying	173	-	-	173	176	
Stationery & Office Equipment	1,671	-	-	1,671	189	
Upkeep of churchyard	7,408	-	-	7,408	5,009	
Verger fees/hall hire/miscellaneous	501	-	-	501	1,379	
Contribution to Benefice	12	-	-	12	-	
Church maintenance	-	9,280	-	9,280	-	
Clergy council tax/water/decoration	4,076	-	-	4,076	12,252	
Youth Fund Expenditure	-	-	-	-	-	
<b>Cost of charitable activities</b>	<b>£69,699</b>	<b>£11,515</b>	<b>-</b>	<b>£81,214</b>	<b>£72,061</b>	
Investment Management fees	-	-	-	-	-	
Audit Fees	120	-	-	120	120	
<b>Cost of other trading activities</b>	<b>£120</b>	<b>-</b>	<b>-</b>	<b>£120</b>	<b>£120</b>	
<b>Total expended on all funds</b>	<b>£70,045</b>	<b>£11,515</b>	<b>-</b>	<b>£81,560</b>	<b>£73,721</b>	

# Parochial Church Council of St Andrew, Bishopstone

## Notes to the financial report year ended December 31, 2024

### 4 Missionary and charitable giving:

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2024	Total Funds 2023	Notes
	£	£	£	£	£	
<b>Overseas:</b>						
<i>George Muller Charity Trust</i>	200	-	-	200	200	
<i>Mission to Seafarers</i>	500	-	-	500	-	
<i>Mission Aviation Fellowship</i>	200	-	-	200	200	
<i>Friends of the Holy Land</i>				-	200	
<i>AKWARDA Education Ghana</i>	200			200	200	
<i>UNRWA Gaza</i>				-	200	
				-	-	
<b>Home:</b>				-	-	
<i>Hope Africa</i>		147		147	-	
<i>The Childrens Society (Lent Boxes/Christingle)</i>		28		28	195	
<i>Family Support Work</i>	400			400	523	
<i>Seahaven Food Bank</i>				-	200	
<i>Livability</i>	200			200	200	
<i>Computers for Charities</i>	100			100	100	
<i>Homelink</i>				-	200	
	<b>1,800</b>	<b>175</b>	<b>-</b>	<b>1,975</b>	<b>2,418</b>	

### 5 Staff costs

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2024	Total Funds 2023	Notes
	£	£	£	£	£	
<b>Remuneration</b>						
<i>Wages and salaries</i>	4,530	-	-	4,530	4,543	
<i>Employer social security costs</i>	-	-	-	-	-	
<i>Payroll Administration</i>	576			576	297	
<i>Employer pension costs</i>	317	-	-	317	77	
<i>Staff Training</i>	-					
<i>Recruitment Fees</i>	-					
	<b>5,423</b>	<b>-</b>	<b>-</b>	<b>5,423</b>	<b>4,917</b>	

The PCC had no employees and no PCC members received any payments other than for reimbursed expenses and occasionally for acting as duty wardens at weddings and funerals.

### 6 Governance

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2024	Total Funds 2023	Notes
	£	£	£	£	£	
<i>Independent examination</i>	120			120	120	
<i>Accounts production</i>		-	-	-	-	
<i>Bookkeeping</i>	-	-	-	-	-	
	<b>120</b>	<b>-</b>	<b>-</b>	<b>120</b>	<b>120</b>	

# Parochial Church Council of St Andrew, Bishopstone

## Notes to the financial report year ended December 31, 2024

### 8 Fixed Assets

#### a Investments

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2024	Notes
	£	£	£	3	
Market value 1 January 2024	286,592	-	6,058	292,650	
Disposals at carrying value	-	-	-	-	
Purchases at cost	-	-	-	-	
Net gains and revaluation	(1,126)	-	167	(959)	
<b>Market value 31 December 2024</b>	<b>£285,466</b>	<b>-</b>	<b>£6,225</b>	<b>£291,691</b>	

#### b Tangible fixed assets

	Freehold land and buildings	Audio visual equipment	Office equipment	Total fixed assets	Notes
	£	£	£	£	
<b>Cost or valuation</b>					
At 1 January 2024	-	-	-	-	
Additions	-	-	-	-	
Disposals	-	-	-	-	
Revaluation	-	-	-	-	
<b>At 31 December 2024</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Charge for impairment</b>					
At 1 January 2024	-	-	-	-	
Additions	-	-	-	-	
Disposals	-	-	-	-	
Revaluation	-	-	-	-	
<b>At 31 December 2024</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Net book amounts</b>					
<b>At 31 December 2024</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<i>At 31 December 2023</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	

# Parochial Church Council of St Andrew, Bishopstone

## Notes to the financial report year ended December 31, 2024

### 9 Analysis of net assets by fund

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2024	Total Funds 2023	Notes
	£	£	£	£	£	
Fixed assets for church use	-	-	-	-	-	
Investment	285,466	-	6,225	291,691	292,650	
Current assets (except cash)	1,476	-	-	1,476	3,562	
Cash at bank and on deposit	320,912	-	-	320,912	326,071	
Current liabilities	(5,189)	-	-	(5,189)	(2,041)	
Long term liabilities	-	-	-	-	-	
	£602,665	-	£6,225	£608,890	£620,242	

### 10 Debtors

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2024	Total Funds 2023	Notes
	£	£	£	£	£	
Gift Aid tax recoverable	560	-	-	560	3,223	
Prepayments and accrued income	916	-	-	916	-	
Other debtors	-	-	-	-	339	
	£1,476	-	-	£1,476	£3,562	

### 11 Creditors: amounts falling due within one year

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2024	Total Funds 2023	Notes
	£	£	£	£	£	
Deferred income	567	-	-	567	-	
Accruals for utilities and other costs	4,522	-	-	4,522	1,211	
Other creditors	100	-	-	100	203	
	£5,189	-	-	£5,189	£1,414	

### Creditors: amounts falling due after more than one year

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2024	Total Funds 2023	Notes
	£	£	£	£	£	
Deferred income	-	-	-	-	-	
Accruals for utilities and other costs	-	-	-	-	-	
Archdeacon's loan	-	-	-	-	-	
Other creditors	-	-	-	-	-	
	-	-	-	-	-	

## Parochial Church Council of St Andrew, Bishopstone

### Notes to the financial report year ended December 31, 2024

#### 12 Statement of funds

	Balances b/fwd 1 Jan 2024	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2024
	£	£	£	£	£
Stella Fund	6,276			-	6,276
				-	-
<b>Total of all endowed funds</b>	<b>6,276</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,276</b>
Fabric fund	15,334	-	(9,280)	-	6,054
General fund	-	-		-	-
Flower fund	351	1,911	(2,060)	-	202
Youth Worker fund	3,883	-	-	-	3,883
<b>Total of all restricted funds</b>	<b>19,568</b>	<b>1,911</b>	<b>(11,340)</b>	<b>-</b>	<b>10,139</b>
General fund	658,698	69,430	(70,045)		658,083
	-	-	-		-
		-	-		-
<b>Total of all unrestricted funds</b>	<b>658,698</b>	<b>69,430</b>	<b>(70,045)</b>	<b>-</b>	<b>658,083</b>
<b>Total funds</b>	<b>£684,542</b>	<b>£71,341</b>	<b>£(81,385)</b>	<b>-</b>	<b>£674,498</b>

#### 13 Related party transactions

There were no related party transactions during the year.

