



**The Parochial Church Council of the Ecclesiastical
Parish of Gossops Green and Bewbush, St Alban's**

**Trustees Annual Report and Annual Financial Report
for the year ended
31 December 2025**

Registered Charity number: 1196796



The Parochial Church Council of the Ecclesiastical Parish of Gossops Green and Bewbush, St Alban's

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The Parochial Church Council of the Ecclesiastical Parish of Gossops Green and Bewbush, St Alban's

Officers and professional advisers

| | |
|-----------------------|--|
| Trustees: | |
| Ex Officio: | |
| Priest-in-Charge | Rev'd Greta Sawyer (Chair) (from September 2025) <i>Previously vacant</i> |
| Reader: | Ms Beverly Killick* (from September 2025) |
| Wardens: | Mrs Sue Richardson (Vice chair) Mr Keith Ford (from May 2025) |
| Secretary: | Mrs Meg Miller |
| Safeguarding officer: | Mr Andy Hoare |
| Elected members: | Mrs Cissy Atwine (until October 2025) Mr Keith Ford Mr Robert Higson (until May 2025) Mr Andy Hoare Mrs Emma Humphrey Ms Beverly Killick (until September 2025) Mrs Jemma Robinson Mrs Jane Sharpe Mrs Sandra Sheehan (from May 2025) Mr Geoff Snell (from May 2025) Mrs Rita Wallis (from May 2025) |
| Deanery Synod: | Mrs Madeleine Taylor Mrs Helen Ford |

**Despite being an ex-officio position this person has not taken up the role of a voting member of the PCC.*

| | |
|------------------------|---|
| Treasurer: | Mr James May |
| Finance officer: | Mrs Sue Richardson |
| Charity Number: | 1196796 |
| Registered office: | St Alban's Parish Office St Alban's Church Hall Gossops Drive Crawley West Sussex RH11 8LD |
| Independent Examiners: | Darren Harding ACA FCCA DChA Richard Place Dobson Services Limited 1-7 Station Road Crawley West Sussex RH10 1HT |

1. About the Parish

St. Alban's church is in the Parish of Gossops Green and Bewbush, which are two neighbourhoods on the west side of Crawley. It is part of the Deanery of East Grinstead and the Diocese of Chichester.

St. Alban's church prides itself for being inclusive and has a multicultural congregation of all ages and walks of life. The church welcomes visitors from within as well as outside the parish boundary to join us as members of the family.

2. Structure, governance and management of the charity

The governance of St. Alban's church is conducted in accordance with that specified by the Church of England. The Parochial Church Council (PCC) is registered with HMRC and became a registered charity with the Charity Commission in 2021. Its governing document is the Parochial Church Councils (Powers) Measure 1956. In 2025 we held six PCC meetings and an APCM. Four Standing Committee meetings were also held throughout the year. The members of the Parochial Church Council who served during the year are listed on the Charities Commission website. Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate (where appropriate), the churchwardens and members of the Deanery Synods), and 9 members on the electoral roll who are elected at the Annual Parochial Church Meeting (APCM). All members of the congregation are encouraged to stand for election to the PCC and we try to ensure a balance of skills, experience and diversity where possible.

Communication to parishioners is provided via a weekly emailed newsletter (also published on Facebook and hard copies delivered to those without internet access).

The church has an Authorised Lay Minister: Community Elective (ALM)

2.1 Notable changes

Following the retirement of the Revd Ann Alexander in June 2024, St. Alban's Church started the year in an interregnum. During this time, the running of the church was now solely the responsibility of the two Church Wardens and PCC with support from the Rural Dean and Archdeacon. The church continued to operate as 'business as usual' with services being covered by visiting vicars.

In September 2025, the Revd Dr. Greta Sawyer was licensed by the Bishop of Horsham as 'Priest in Charge'. This is a part-time role that comes as 'House for Duty'.

A Licensed Lay Minister (Reader) was licensed on 20 September.

2.2 Policies

The following policies are held by the PCC:

- Health and Safety Policy St Alban's and Bewbush Barn
- Finance Policy
- Finance Reserves Policy
- Significant National Mourning Policy
- GDPR Data Privacy Notice
- GDPR Data Protection Consent Form
- GDPR Audit
- Response to Safeguarding Allegations
- Safeguarding Policy
- Parish Whistleblowing Policy
- E-Safety Policy
- Behaviour Code
- Conflict of Interest Policy
- Reporting of Serious Incidents
- Social Media Policy
- Safer Recruitment Policy (The House of Bishops Guidance on Safer Recruitment and Management of People - Church of England.org/safeguarding/ Emanuel/safer recruitment)
- Equality Diversity and Inclusion Policy
- Church Hall Hire Ts and Cs.

2.3 Safeguarding statement

The PCC of the Parish of Gossops Green and Bewbush has complied with section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). The PCC of the Parish of Gossops Green and Bewbush is committed to implementing all safeguarding policies and practice guidance issued by the House of Bishops and have adopted the 'Promoting a Safer Church; Safeguarding Policy Statement'. The PCC has implemented the new requirement to have safeguarding arrangements on the front page of the parish's website and in the porch notice board. The parish was quick to register to use the new Parish Safeguarding Dashboard and swiftly reached Level 2.

3. Objectives

The objectives of St. Alban's church are:

- 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 and spiritual support and care for all people living in the parish, from the youngest to the oldest, irrespective of level of need or ability to pay
- Maintaining the fabric of our buildings for worship and community life in order to facilitate our mission and outreach.

3.1. How St. Alban's objectives have been met

The PCC achieved its objectives by:

- Enabling as many people as possible to worship at our church and making their experience of worship a welcoming and accessible one
- Enabling as many people as possible to become part of our parish community
- Teaching, baptising and nurturing new and existing believers
- Considering how services and outreach events can involve the many groups that live within the parish
- Putting faith into practice, through prayer and scripture, music and sacrament and helping to serve some of the needs of our local communities
- Offering worship and prayer and learning about the Gospel in small group situations
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus
- Provision of pastoral care for people living in the parish
- Giving material support to various charities and missionary organisations
- Reaching out to the unchurched through the provision of a variety of outreach events.

4. Impact of St. Alban's Church on the community

St. Alban's church makes a significant impact to people's lives whether from the local community or worldwide. This ranges from nurturing their spiritual needs to providing practical help.

4.1. Worship and Prayer

St Alban's Church is open Tuesdays-Thursdays from 9.00am - 4.00pm and in our busy world it offers a place for people to pray or just sit in a quiet and sacred space.

In 2025 there were 79 people recorded on the electoral roll, which is a small decrease from 2024 (83). On average 57 people attend the Sunday Sung Eucharist. This includes about 14 children, which is higher than the national average for the Church of England. The older children regularly participate in these services by giving out service sheets, reading the lesson and intercessions, ringing the bells and serving. It has been noticeable that the young people have grown in confidence by taking on these roles. The young people go out to Junior

Church at the start of the service and return during the Peace. They do activities that teach them about the same Gospel or readings being heard in church and have a chance to talk about what they have learnt towards the end of the service, which helps give them confidence with speaking in public.

Several all age services were held in 2025 as part of the Sunday Sung Eucharist that were specifically targeted at young people (no Junior Church is held at this time) e.g. Mothering Sunday. It was a pleasure to welcome 6th Crawley's Squirrels, Beavers and Cubs to the Remembrance service who were smartly dressed in their uniforms.

A weekly said Eucharist is held on Thursday mornings that is attended by about 12 people. Major festivals such as Christmas and Easter, and the Carol Service tend to attract more people from the community. Other special services included: the Triduum at Easter, Harvest, Mothering Sunday, Christingle, Taizé, and Wave of Prayer Services for the Mothers Union. A carol service was held in the Bewbush Barn for the first time in several years.

Once again, it was a pleasure to welcome The Holy Trinity Secondary School, who used St. Alban's church to host their carol service.

4.2. Teaching, baptising and nurturing new and existing believers in the Christian faith

There were 5 Baptisms in 2025, which involved preparation with the parents/Godparents and the Baptism itself that took place either in the Sunday Eucharist or a small service with family, friends and representatives from the church.

The Lent Course was well attended and a lay leader led a weekly bible study group.

We have a dedicated team of volunteers who run Junior Church and this provided excellent teaching for our young people as well as being very much enjoyed by them.

The annual Good Friday Children's Workshop was well attended and enjoyed by all as was the Christingle service.

The Revd Dr. Sawyer has been keen to continue the close relationship we have with the Primary and Secondary schools in the neighbourhood of Gossops Green. She has taken classes in the Primary school and led a Eucharist for the teachers at the secondary school.

4.3. Provision of pastoral care

Pastoral care was provided by the pastoral care team and included home communions, regular phone calls and visits. It was offered to anyone in need, whether they were churchgoers or not.

4.4. Provision of practical support

Helping those in need provides a visible demonstration of our faith. Members of the congregation regularly provided practical help. We have a box in church for donations to the local food bank, Free Shop Crawley, which is delivered regularly.

The church runs a Heart of Welcome Café which is a registered 'Place of Welcome' centre. Members of the community enjoy coming each week as it is a warm and friendly weekly meeting place, also serving as a place of warmth while energy bills are still so high. Many Outreach3Way carers bring the people they support along to socialise and Age UK refer older people as well. Local councillors, PCSO's and representatives from Age UK sometimes attend and provide advice and practical help that benefits those in need.

Our Tiny Toes toddler group continues to attract more and more people from the whole community and has proved to be a much needed and welcome wellbeing provision. Weekly attendance is around 20+ families. Refreshments and craft activities are provided each week for the children and their adults. Christmas and Easter gifts are given to the children each year. Although initially set-up to support families in the local neighbourhood, due to its popularity members also now come from further afield. To be fully inclusive, unlike many similar organisations, pre-booking is not required and there is no set fee (but donations are gratefully received). The families that attend come from many backgrounds and English is often a second language.

The Mothers' Union (MU) actively supports our mission through projects such as the Rise Up Project to support Victims of Domestic Abuse. As a result, they have received the Bronze award for supporting victims of domestic abuse. The MU also issue socks for Gatwick detainees and attend a Carol Service at Brook House, Gatwick's Immigration Removal Centre.

The parish supports the Family Support Work charity to which the toys donated at the 'Toy Service' were sent. Regular food donations, including those from our Harvest, are provided throughout the year to Free Shop Crawley.

The parish supports Link to Hope by sending Christmas shoeboxes filled with useful items and toys to those in need in Romania, Bulgaria and Ukraine. Every year St Alban's members support the Link to Hope Shoebox Appeal and collect and fill shoeboxes with items for families and the elderly in Eastern Europe. (42 boxes in 2025).

We also support Open House, and the YMCA hub which supports young people as they move into adulthood and we have church members who help with cooking a weekly meal for the young people.

St. Alban's continues to support Open Doors through prayer, individuals providing financial gifts and advocacy. The latter is performed by encouraging our Member of Parliament to become informed about the World Watch List and by signing petitions for support of persecuted Christians, which is directed to national governments and the United Nations. We held our annual service dedicated to the persecuted church where the congregation learnt about the work performed by Open Doors.

4.5. Provision of the church buildings for people to enjoy

In addition to church services, one of our main focuses has been to explore ways in which our church buildings can be used for groups and events that are of value to our local community. These can take place in the church or church hall. As the chairs are not fixed in the church, it provides a large and flexible space for a wide range of varied activities.

A major event in 2025 was Revd Dr. Sawyer's licensing service which was conducted by the Bishop of Horsham and attended by nearly 200 people. This included the Archdeacon of Horsham, members of the regular congregation, 20 robed clergy, councillors, family and friends. Refreshments were served in the church hall after the service.

The Mother's Union makes good use of the facilities for activities including worship, preparing the Mothering Sunday posies, making poppies for Remembrance Sunday and Christmas 'Shine a Light' stars for the very young, packing socks for Brook House Immigration Removal Centre detainees and collecting food donations for Family Support Work.

Other events such as the annual Cream Tea afternoon and Christmas Tree Festival and Café are enjoyed by the whole community. The wonderful cakes and refreshments offered at each event are lovingly baked by the fundraising team.

There are many other groups who regularly use the church and hall, including Alcoholics Anonymous, Slimming World, Rainbows, and a Martial Arts class.

The Barn Church, Bewbush is a useful resource to the parish and acts as a community centre. The building is used by groups that provide services that benefit the community: The Barn Pre School, Desire2Dance, and Elim Pentecostal Church; as well as being used for one-off events.

4.6 Significant Activities in 2025

- 2nd February - Taizé Service
- 16th February - Dedication service and Bring & Share lunch
- 18th April - Good Friday Workshop (Messy Church)
- 22nd June - Patronal Festival and 80th anniversary of Peace
- 3rd August - Cream Tea
- 3rd September - Rev'd Greta's Licensing
- 12th October - Harvest Festival and lunch
- 19th October - Service for the persecuted church
- 7th November - Fundraising Painting event
- 9th November - Remembrance Sunday
- 22nd November - Safeguarding Training
- 29th November - MU Silence for Abuse victims
- 30th November - Christingle Service
- 6th December - Christmas Tree Festival and Café
- 7th December - Toy Service
- 7th December - Grand Draw raffle
- 7th December - Carols in The Barn
- 14th December - Service of Nine Lessons and Carols
- 24th December - Crib service and Midnight Mass
- 25th December - Christmas Day service

5. Buildings and Maintenance

Maintenance has been periodically carried out on the church and hall throughout the year. This included stopping leaks in the church roof, redecorating the Lady Chapel and some re-pointing.

Although the church is only about 60 years old, the brickwork on the tower is spalling and scaffolding has been put around it to catch any falling masonry. This is going to require significant time and money to rectify and the PCC is identifying suitable grants specifically for this purpose. One other avenue is through encouraging people to donate via legacies.

St Alban's is currently fundraising and applying for grants for various desperately needed improvements to the church building so that more mission, outreach and community work can be facilitated.

The church is currently considering the installation of a kitchenette in the church, building a new entrance to make St. Alban's more accessible and to incorporate toilets within the church. At some stage we would be like to replace the church hall with a new multi-purpose brick building.

6. Financial Review

6.1 Reserves

It is the PCC's policy that, due to the age and condition of the buildings it should maintain a balance on the general unrestricted funds that equates to approximately three months of unrestricted payments as contingency against unforeseen situations.

We also keep three months' income from Bewbush Barn rental fees to cover contingency against unforeseen situations.

We have a restricted account for special projects.

Unrestricted Funds at the end of 2025 were £72,218. This achieved the reserves as outlined above.

6.2 Risk Management

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The PCC takes a minimal risk approach to operations. PCC meetings are held every 2-3 months to discuss risks (including upcoming events) and put in place insurance. With no fixed assets or debtors, the risk of impairment is minimal. Cash handling remains a risk, with segregation of duties taking place throughout the parish where possible. There is a Safeguarding Officer in place in order to ensure that we can manage vulnerable people appropriately.

7. Appointing Trustees

The church seeks new PCC members and trustees annually. This process starts when an AGM notice is displayed in Church 3 weeks before the meeting. This notice states the desired number of PCC members required & Deanery Synod roles. Before the meeting, those who are willing to stand are asked to sign a nomination form which they sign along with proposal & seconder. This individual is then put forward at the AGM and voted on by those present. All members of our PCC are trustees and the details added to Charity Commissioners website.

8. Approval

This Trustees' Annual Report has been approved by the PCC and signed on their behalf by Revd Dr. Greta Sawyer, PCC Chair.

Signed G. S. Sawyer

Date 19th April 2026

The Parochial Church Council of the Ecclesiastical Parish of Gossops Green and Bewbush, St Alban's

Receipts and Payments Summary of Financial Activities

| | Note | Unrestricted Funds | Restricted Funds | Total Funds | Total Funds |
|------------------------------------|------|-----------------------|---------------------|----------------|----------------|
| | | 2025 £ | 2025 £ | 2025 £ | 2024 £ |
| Income and endowments from: | | | | | |
| Donations and legacies | 2 | 42,406 | - | 42,406 | 35,989 |
| Trading activities | 2 | 43,545 | - | 43,545 | 40,726 |
| Other receipts | 2 | 819 | - | 819 | 4,164 |
| Total received | | 86,770 | - | 86,770 | 80,879 |
| Expenditure on: | | | | | |
| Raising funds | 3 | 218 | - | 218 | 274 |
| Charitable activities | 3 | 50,507 | - | 50,507 | 47,377 |
| Other payments | 3 | 14,134 | 383 | 14,517 | 12,482 |
| Total paid | | 64,859 | 383 | 65,242 | 60,133 |
| Reconciliation of funds: | | | | | |
| Net income | | 21,912 | (383) | 21,529 | 20,746 |
| Funds at 1 January | | 50,306 | 15,878 | 66,184 | 45,438 |
| Funds at 31 December | | 72,218 | 15,495 | 87,713 | 66,184 |

The Parochial Church Council of the Ecclesiastical Parish of Gossops Green and Bewbush, St Alban's

Notes to the Annual Financial Report

1. Basis of preparation

The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and the Church Accounting regulations 2006, using the Receipts and Payments Basis.

2. Analysis of total received

| | Unrestricted Funds | Restricted Funds | Total Funds | Total Funds |
|------------------------------------|-----------------------|---------------------|----------------|----------------|
| | 2025 £ | 2025 £ | 2025 £ | 2024 £ |
| Planned giving (excl. tax refunds) | 23,253 | - | 23,253 | 23,529 |
| Planned giving (no tax refunds) | 1,939 | - | 1,939 | 1,750 |
| Loose cash collections | 1,962 | - | 1,962 | 1,629 |
| Special appeals | 9,862 | - | 9,862 | 3,197 |
| Gift aid recovered | 5,390 | - | 5,390 | 5,884 |
| Donations | 42,406 | - | 42,406 | 35,989 |
| Rental income | 38,659 | - | 38,659 | 37,196 |
| Fundraising events | 4,886 | - | 4,886 | 3,530 |
| Trading activities | 43,545 | - | 43,545 | 40,726 |
| Fees for weddings and funerals | 332 | - | 332 | 491 |
| Other receipts | 487 | - | 487 | 3,673 |
| Other receipts | 819 | - | 819 | 4,164 |
| Total received | 86,770 | - | 86,770 | 80,879 |

The Parochial Church Council of the Ecclesiastical Parish of Gossops Green and Bewbush, St Alban's

Statement of Assets and Liabilities

| | Unrestricted Funds | Restricted Funds | Total Funds | Total Funds |
|----------------------|-----------------------|---------------------|----------------|----------------|
| | 2025 £ | 2025 £ | 2025 £ | 2024 £ |
| Assets: | | | | |
| Bank current account | 72,218 | 15,495 | 87,713 | 66,184 |

Note 7 has further details on restricted funds.

Liabilities:

At the year end the following estimated liabilities existed (all to be paid from unrestricted funds):

| | 2025 £ | 2024 £ |
|----------|-----------|-----------|
| Accruals | 1,380 | 1,552 |

This Financial Report for the period ended 31 December 2025, including the notes following, was approved by the PCC and signed on its behalf by Rev'd Greta Sawyer, PCC Chair:

G. J. Sawyer

Date: 19th April 2026

The Parochial Church Council of the Ecclesiastical Parish of Gossops Green and Bewbush, St Alban's

Notes to the Annual Financial Report

3. Analysis of total paid

| | | Unrestricted Funds | Restricted Funds | Total Funds | Total Funds |
|------------------------------------|------|-----------------------|---------------------|----------------|----------------|
| | | 2025 £ | 2025 £ | 2025 £ | 2024 £ |
| | Note | | | | |
| Event costs | | 218 | - | 218 | 274 |
| Raising funds | | 218 | - | 218 | 274 |
| Charitable donations | | - | - | - | - |
| Parish share to Chichester Diocese | 4 | 20,004 | - | 20,004 | 20,004 |
| Interregnum costs | | 1,944 | - | 1,944 | 1,206 |
| Salaries and honoraria incl NI | 6 | 3,949 | - | 3,949 | 3,802 |
| Clergy and other people's expenses | | 1,825 | - | 1,825 | 2,184 |
| Mission costs | | 477 | - | 477 | 1,193 |
| Insurance | | 4,461 | - | 4,461 | 4,363 |
| Water, gas, electric, and oil | | 11,496 | - | 11,496 | 8,807 |
| Printing and photocopying | | 2,504 | - | 2,504 | 2,838 |
| Wedding and funeral costs | | 366 | - | 366 | 1,167 |
| Other regular church running costs | | 3,480 | - | 3,480 | 1,813 |
| Charitable activities | | 50,507 | - | 50,507 | 47,377 |
| Maintenance & redecoration | | 10,862 | 383 | 11,245 | 9,916 |
| Accountancy fees | | 1,350 | - | 1,350 | 1,284 |
| Bank fees | | 116 | - | 116 | 120 |
| Other payments | | 1,806 | - | 1,806 | 1,162 |
| Other payments | | 14,134 | 383 | 14,517 | 12,482 |
| | | 64,859 | 383 | 65,242 | 60,133 |

4. Parish share to Chichester Diocese

The Parish share to Chichester Diocese of £20,000 (2024: £20,000) is for the payment of Clergy and other central costs. The full cost of the parish ministry amounts to c.£85,000 for the year (2024: c.£81,000). The shortfall is not payable by the parish in future years.

5. Gift aid

Gift aid is recoverable on donations received up to the year end. Due to the preparation on the basis of cash accounting, there is Gift Aid due on December's donation after the year end.

The Parochial Church Council of the Ecclesiastical Parish of Gossops Green and Bewbush, St Alban's

Notes to the Annual Financial Report

6. Payments to PCC employees

| | 2025 | 2024 |
|---------------------------------|--------------|--------------|
| | £ | £ |
| Gross pay | 3,749 | 3,501 |
| Honaria payments | 200 | 301 |
| Salaries and honaria per note 3 | <u>3,949</u> | <u>3,802</u> |

7. Restricted funds

The PCC continues to fund raise for a building project which will take place in phases but will result in the repair of the church tower, construction of a new entrance hall, the upgrade of WCs and the kitchen area, and a new church hall.

Furthermore the charity has also received funds which are restricted for expenditure in relation to the Toddler group at the church.

| | 2025 | 2024 |
|---------------|---------------|---------------|
| | £ | £ |
| Building fund | 13,053 | 13,436 |
| Toddler group | 2,442 | 2,442 |
| | <u>15,495</u> | <u>15,878</u> |

8. Related party transactions

During the year there were various donations from trustees to the parish. Due to many being in cash it is not possible to quantify the amounts.

During the period there were various expenses paid for by trustees on behalf of the church (because cash floats are not given out), which were then reimbursed.

Furthermore the utility, council tax, and phone bills of the clergy and curates are paid by the charity, with rent and wages being paid by the Diocese (for which this charity pays through contributions, see note 3).

There were no other related party payments or receipts during the year.

The Parochial Church Council of the Ecclesiastical Parish of Gossops Green and Bewbush, St Alban's

Independent examiners report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of Gossops Green and Bewbush, St Alban's

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2025 which are set out on pages 1 to 12.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

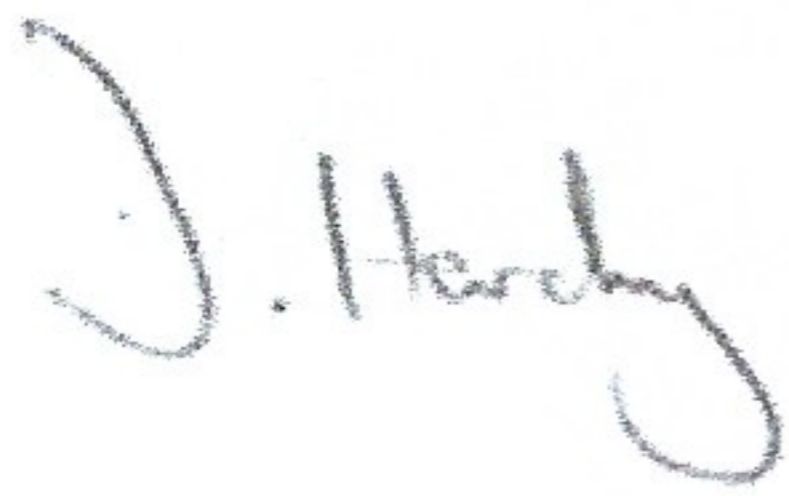
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

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



Darren Harding ACA FCCA DChA

Richard Place Dobson Services Limited

Registered in England

Company Number 4681154

1-7 Station Road, Crawley, West Sussex, RH10 1HT

Date: 1 May 2026