

# Trustees' Annual Report and Financial Report

## The Parochial Church Council of the ***Ecclesiastical Parish of Heathfield***

*All Saints' Old Heathfield, St. Richard's Heathfield, and St. George's Broad Oak*

For the year ended 31<sup>st</sup> December 2024



## Heathfield Benefice

*The Church of England in Your Community*

*In life. In love. In loss.*

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Website:	<a href="http://www.heathfieldbenefice.org.uk">www.heathfieldbenefice.org.uk</a>
Incumbent:	To be appointed
Church Wardens:	Miss Jane Eales Mrs. Marigold Clarke
Independent Examiner:	Mr. Gary Hicks, FCCA 14 Meadow Way, Heathfield, East Sussex, TN21 8AF.
Bankers:	Barclays Bank Plc.

## Heathfield Benefice

The Church of England in your Community

### Mission Statement

Our mission is to be a single church family,  
offering a genuine welcome to all within a  
caring, prayerful, worshipping community,  
faithful to biblical teaching,  
that inspires active discipleship.



# Heathfield Parochial Church Council

## Trustees' Annual Report for 2024

### 1.1 Sequestrator's Report

THE BENEFICE HAS been in interregnum throughout 2024. The Churchwardens, Miss Jane Eales and Mrs Marigold Clarke, together with the Rural Dean, Revd Marc Lloyd, have been the Sequestrators of the Parish. At the end of 2024 there were 111 people on the electoral roll. The PCC, as trustees of the parish, met eight times during 2024. Sub-committees of the PCC met regularly to deal with the financial administration of the parish, the maintenance of the church buildings and grounds, and the administration and care of St.Richard's Hall. All sub-committees reported back to the PCC.

The Ministry Team, comprising the parish's Readers and two local retired clergy, met with the churchwardens regularly.

#### Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the incumbent 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
- To engage with all sectors of the local community, including school, colleges, and public services, in order to embed the Church in the life of the local community
- Practical support and care for the people in the parish

#### **What we achieved and how we affected beneficiaries' lives**

##### **Attendance and worship**

Numbers attending worship across all three churches in the Parish have remained stable throughout the year.

There was at least one service of Holy Communion in the Parish every Sunday throughout the year, as well as non-Eucharistic services on some Sundays. There was also a said service of Holy Communion on all but two Wednesday mornings in 2024 and, once a month, a said BCP service of Holy

Communion early on a Sunday morning. We are very grateful to our two local retired priests, Revd. Canon Lucy Murdoch and Revd. Ann Pollington, who presided at most of our services of Holy Communion and conducted all the baptisms in 2024.

The Benefice Choir, as well as singing at morning services and on special occasions, sang choral evensong once a month during the year at St.Richard's Church. Most Sunday services were live-streamed, primarily for the benefit of those who are housebound or are unable to get to a service. Some funerals also were live-streamed for those relatives and friends unable to travel to the service.

Our Remembrance Sunday service involved local uniformed organisations and, for the second year, some members of Warbleton Brass Band played for the service.

The children and staff of All Saints and St.Richard's School, our local voluntary aided primary school, walked to All Saints' Church for a school service five times in 2024.

All three of our church buildings were open every day during daylight hours for anyone to come into a quiet space to pray.

##### **Evangelism and Outreach, and Provision of Pastoral Care**

St.Richard's Hall has been used by many church and community groups. It has been hired out to individuals, families and groups for meetings, activities and hospitality; these include the rehearsal venue for the Cake and Wine Choir, and weekly meetings of the Heathfield Folk Dance Group, Heathfield Dementia Café, and Heathfield Rainbows and Brownies. The Arts and Crafts Group, run by church members, now includes board games; Scrabble is proving very popular. These afternoons are open to all members of our local community and provide opportunity for socialising, particularly for those who live alone, as well as a warm space during the winter months.

An informal, monthly, free lunch continues to happen in St.Richard's Hall. It is run by members of the church community and is open to all. There are two, weekly baby and toddler groups, run by



church members, one in St.Richard's Hall and the other in St.George's Parish Room. A Book Club meets monthly at the back of St.Richard's Church, as does a very active Mothers' Union branch.

Our provision for children continued in the Sunday Club (during the service on Sunday mornings), the Junior Choir, and our links with All Saints' and St.Richard's Primary School. For older people, we continue to engage with Country Lunches, which offers a lunch fortnightly for up to 50 elderly residents. We maintain regular links with Heffle Court (a local care home) by providing tea and conversation to the residents, and both our choirs sang for the residents at Christmas time.

The monthly service of Holy Communion which has been held in Holdenhurst, an independent living complex in the parish, continues to be well received and the number of people attending has grown.

A Friendship and Bereavement Group meets once a month in a café in Heathfield High Street, led by our Authorised Lay Minister. The venue has needed to be changed to a larger café to accommodate the number of people wanting to attend. The ALM also led a course entitled The Bereavement Journey which was valued by, and helpful to, many people. It is planned to repeat this course in 2025.

Four members of the parish have taken home communion to those who are unable to attend church services due to illness or infirmity.

Four days in November saw the first Nativity Set Festival in St.Richard's Church. This was well-attended by local people, who came to view over a hundred nativity sets which had been loaned for the occasion.

The free Heathfield Magazine, produced by Heathfield Benefice, contains many and varied articles covering a very broad range of interests. 1400 copies were distributed in the town each month and it is also available on the benefice website.

We actively support Heathfield Street Pastors and School Pastors. Two Street Pastors and four School Pastors are members of this parish, with a further two members of our parish about to complete training to become School Pastors. Both groups are supported by Prayer Pastors, who also include parishioners among their number.

The parish continues to support Family Support Work, a diocese-based charity, by providing a base

for their local caseworker at St.George's Parish Room and by regularly donating food and other items which are distributed to where they are needed.

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

All the church buildings and church grounds in the parish have been mainly maintained by a team of volunteers.

With the help of FASCOH (the Friends of All Saints' Old Heathfield) in raising the necessary funds, All Saints' Church clock now has working chimes. At the end of 2024, plans and permissions were being put in place to redecorate the interior of All Saints' Church and update the lighting and the sound system, with work due to begin in January 2025.

In 2024, new lighting was installed in the chancel and sanctuary at St.Richard's, replacing the obsolete tungsten lamps with more cost-effective, dimmable LEDs.

St.Richard's Church and All Saints' Church have been venues for concerts, exhibitions and meetings, while still primarily being places where people can worship together and pray individually and corporately.

There has been a growing number of people joining the team of bellringers, learning how to ring the changes in the belltower at All Saints' Church. They rang the bells before services at All Saints' on Sunday mornings and on special occasions.

### **Deanery Synod**

Four members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. A summary report of the proceedings of the Synod appears in the reports booklet.

### **Looking ahead**

During this time of interregnum we aim to keep all our commitments going as far as possible, whilst seeking for a new Vicar of Heathfield who will lead us into the next phase of God's mission for His Church here.

The work and mission of the benefice is actively supported by a large team of people, working together for the furtherance of the Gospel in Heathfield.

Jane Eales  
Churchwarden and PCC Vice-Chair





## Financial Review

The attached accounts represent the financial activity of All Saints' Church, Old Heathfield, St Richards Heathfield and St George's Church, Broad Oak, Heathfield during the year 2024. The accounts for these Churches are consolidated into one account.

The total receipts within the General and Unrestricted Fund were £126,415 and are detailed in the Financial Statements.

The planned Giving through Envelopes and Bankers Orders decreased by 0.1% and the total overall income – including tax recovered – decreased by 0.2%.

The largest item of expenditure was the Parish Contribution £47,300 to the Diocese to cover our Vicar, Curate and ministry costs. Our contribution for 2025 has increased by 5.7% to £50,000.

## Reserves Policy

It is PCC policy to invest fund balances with the CBF Church of England Deposit Fund, the total of which is £81,156.

## Structure, governance and management of the charity

The PCC is a charity, and is registered with the Charity Commission and the registered number is 1201528 Its governing document is the Parochial Church Councils (Power) Measure 1956.

Incumbent: Vacancy

Church Wardens: Mrs Marigold Clarke  
Miss Jane Eales (Vice-Chair; Deanery Synod Rep; also on Diocesan Synod)

Deanery Synod Representatives: Dr Susan Greener (also on Diocesan Synod)  
Mr David Gardiner  
Mrs Patricia Weaver

Elected Members:

Mr Alan Clark	Mrs Janette Reid
Mrs Jennifer Gardiner	Mr Colin Saunders
Mrs Diana Hughes	Mrs Mary Sumner
Mr Joseph Peters	Mr Peter Weaver

Mrs Heather Bruce                      Mrs Judy Piper  
Ex Officio: Mr Nicholas Rayment (Treasurer) Co-opted

PCC Secretary: Mrs Hazel Nicol

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members, the vicar and lay readers licensed to officiate in the church, the church wardens and members of the Deanery, Diocesan or General Synods, and 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 Miss Jane Eales, PCC Vice-Chair

.....*J Eales*.....

Date: .....19/03/2025.....



# Financial Accounts

## The Parochial Church Council of the Parish of Heathfield All Saints' Old Heathfield, St.Richard's Heathfield, and St.George's Broad Oak

### Financial Statements for the year ended 31st Decemeber, 2024

#### Summary of Financial Receipts and Payments

	<i>Unrestricted</i>				<i>Total</i>	<i>Total</i>	
	<i>General</i>	<i>Designated</i>	<i>Designated</i>	<i>Restricted</i>	<i>All Funds</i>	<i>All Funds</i>	
	<i>Fund</i>	<i>Funds</i>	<i>Deposit A/C</i>	<i>Funds</i>	<i>2024</i>	<i>2023</i>	<i>Notes</i>
	£	£	£	£	£	£	
<b>Income and endowments from:</b>							
Donations and legacies	89,450	500		1,092	91,042	88,316	
Charitable activities	5,298	-			5,298	5,219	
Other trading activities	27,537				27,537	29,719	
Investments	882	1,599	-	298	2,779	2,805	
Other receipts	-		-		-	50	
<b>Total received</b>	<b>123,167</b>	<b>2,099</b>	<b>-</b>	<b>1,390</b>	<b>126,656</b>	<b>126,109</b>	<b>3</b>
<b>Expenditure on:</b>							
Cost of raising funds	-	-	-	-	-	-	
Charitable costs	107,850	225		3,420	111,495	101,259	
Trading costs	25,837				25,837	25,619	
Other payments	-			(1,095)	(1,095)	(2,233)	
<b>Total paid</b>	<b>133,687</b>	<b>225</b>	<b>-</b>	<b>2,325</b>	<b>136,237</b>	<b>124,645</b>	<b>4</b>
<i>Reconciliation of funds:</i>							
<b>Net income or (net expenditure)</b>	<b>(10,520)</b>	<b>1,874</b>	<b>-</b>	<b>(935)</b>	<b>(9,581)</b>	<b>1,464</b>	
Transfers between funds	14,307	(9,184)	(7,153)	2,030	-	-	
<b>Net movement in funds</b>	<b>3,787</b>	<b>(7,310)</b>	<b>(7,153)</b>	<b>1,095</b>	<b>(9,581)</b>	<b>1,464</b>	
Bank accounts at 1 January 2024	62,456	44,189	14,062	37,926	158,633	157,169	
<b>Bank accounts at 31 December 2024</b>	<b>66,243</b>	<b>36,879</b>	<b>6,909</b>	<b>39,021</b>	<b>149,052</b>	<b>158,633</b>	<b>A&amp;L</b>



## Statement of Assets and Liabilities

	<i>Unrestricted General Fund</i>	<i>Designated Funds</i>	<i>Restricted Fund/s</i>	<i>Endowed Fund/s</i>	<i>Total All Funds 2024</i>	<i>Total All Funds 2023</i>
<b>Assets:</b>	£	£	£	£	£	
Bank current account		-			-	
Bank current account	- 350	275	810		735	10800
Premium Deposit A/C	11,090	7,447			18,537	76697
Cash in Hand	48				48	146
Church Hall Current Account	8,980				8,980	8820
Church Hall Deposit Account	-				-	0
CBF Deposit Fund	45,900	29,157	6,099		81,156	23317
CBF Investment Fund				39,021	39,021	37926
PCC-owned bank balance	65,668	36,879	6,909	39,021	148,477	157,706
Parish Magazine	575	-	-	-	575	927
<b>Total Bank and deposit accounts</b>	<b>£66,243</b>	<b>£36,879</b>	<b>£6,909</b>	<b>£39,021</b>	<b>£149,052</b>	<b>£158,633</b>
<b>Debtors</b>						
Clergy Fees Diocese	2,096	-	-	-	2,096	0
Gift Aid recoverable	427	-	-	-	427	690
GASDS Recoverable	1,288	-	-	-	1,288	1411
	<b>£3,811</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,811</b>	<b>£2,101</b>
<b>Total assets</b>	<b>£70,054</b>	<b>£36,879</b>	<b>£6,909</b>	<b>£39,021</b>	<b>£152,863</b>	<b>£160,734</b>
<b>Liabilities:</b>						
Gas and Electricity	715	-	-	-	715	1545
Accountancy fees	500				500	500
Clergy & Other expenses	-		-	-	-	300
Parish Magazine Prepaid sales	8,540	-	-	-	8,540	7287
Fees payable to Diocese	-				-	98
<b>Total liabilities</b>	<b>£9,755</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>£9,755</b>	<b>9,730</b>

This Financial Report for the year ended 31<sup>st</sup> December 2024, including the notes following, was Approved by the PCC and signed on its behalf by the PCC Vice Chair

*of Ewh*  
 Date 19/03/2025



## Notes to the Annual Financial Report

- 1 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 The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.
- 3 **Analysis of total received:**

	Unrestricted		Designated Deposit A/C	Restricted funds	Total	Total
	General Fund	Designated Funds			All Funds 2024	All Funds 2023
	£	£	£	£	£	£
Planned giving (excl. tax refunds)	39,600				39,600	39,145
Planned giving (no tax refunds)	6,421				6,421	6,942
Loose cash collections	6,215				6,215	7,931
James Town	-				-	2,599
Gift Aid recovered	11,799				11,799	11,410
Fund Raising	2,385				2,385	-
Donations	1,408	500		1,092	3,000	15,830
Legacies	501				501	2,128
Grants	21,121				21,121	2,331
Donations and legacies	89,450	500	-	1,092	91,042	88,316
Fees for weddings & funerals	5,298		-	-	5,298	5,219
Charitable activities	5,298	-	-	-	5,298	5,219
			-	-	-	-
Fees payable to Diocese	-		-	-	-	1,527
Sales of the parish magazine	16,470		-	-	16,470	14,648
Donations Parisg Magazine	-		-	-	-	1,367
Other Hall Income	928	-	-	-	928	780
Church Hall Letting fees	10,139	-	-	-	10,139	11,037
Fund Raising	-		-	-	-	360
Insurance Claim	-	-	-	-	-	-
Other trading activities	27,537	-	-	-	27,537	29,719
Bank deposit interest	94	486	-	-	580	1,947
CBF Deposit Interest	788	1,113	-	298	2,199	858
Letting of investment property	-	-	-	-	-	-
Investments	882	1,599	-	298	2,779	2,805
Other receipts	-				-	50
Total received on all funds	123,167	2,099	-	1,390	126,656	126,109





## Notes to the Annual Financial Report

### 4 Analysis of total paid:

	Unrestricted		Designated Deposit A/C	Restricted funds	Total	Total
	General Fund	Designated Funds			All Funds 2024	All Funds 2023
	£	£	£	£	£	£
Summer fete expenses	-	-	-	-	-	-
Concert posters & musicians expenses	-	-	-	-	-	-
Cost of raising funds	-	-	-	-	-	-
<b>Cost of raising funds</b>	-	-	-	-	-	-
Charitable grants and donations	519	-	-	2,500	3,019	790
Parish share to Chichester Diocese	47,300	-	-	-	47,300	43,000
Fees payable to Diocese	124	-	-	-	124	3,120
Clergy and other people's expenses	3,760	-	-	-	3,760	4,427
Mission & evangelism costs	40	-	-	-	40	98
Curate Expenses	-	-	-	-	-	-
Insurance	6,600	-	-	-	6,600	6,468
Water, Gas, Electricity, and Oil	8,175	-	-	-	8,175	6,712
Printing & photocopying	1,163	-	-	-	1,163	1,214
Other regular church running costs	4,184	-	-	920	5,104	5,213
Accounting and Examiner's fees	2,150	-	-	-	2,150	2,150
Church maintenance & redecoration	33,835	225	-	-	34,060	28,067
New building work	-	-	-	-	-	-
<b>Charitable costs</b>	<b>107,850</b>	<b>225</b>	-	<b>3,420</b>	<b>111,495</b>	<b>101,259</b>
Summer fete expenses	-	-	-	-	-	-
Parish Magazine running costs	142	-	-	-	142	930
Church hall caretaking & cleaning	2,660	-	-	-	2,660	2,713
Hall maintenance & redecoration	385	-	-	-	385	519
Magazine printing	16,680	-	-	-	16,680	16,740
Hall Running costs	5,970	-	-	-	5,970	4,617
Other trading costs	-	-	-	-	-	100
<b>Trading costs</b>	<b>25,837</b>	-	-	-	<b>25,837</b>	<b>25,619</b>
CBF Investment Profit/Loss	-	-	-	(1,095)	(1,095)	(2,233)
<b>Total paid on all funds</b>	<b>133,687</b>	<b>225</b>	-	<b>2,325</b>	<b>136,237</b>	<b>124,645</b>



## Notes to the Annual Financial Report

5 Gift aid is recoverable on donations received up to year end

6 Payments to PCC employees

Remunerations

National Insurance

2024	2023
0	2320
0	0
0	0

### Summary of funds

Fund income and expenditure and final balances are as follows:

	Balances b/fwd 1 Jan 2024	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2024
	£	£	£	£	£
			-	-	-
CBF Investment Fund Shares	37,926	1,390	2,325	2,030	39,021
<b>Total of all endowed funds</b>	<b>37,926</b>	<b>1,390</b>	<b>2,325</b>	<b>2,030</b>	<b>39,021</b>
	-				-
Deposit account	14,062			(7,153)	6,909
					-
					-
<b>Total of all restricted funds</b>	<b>14,062</b>	<b>-</b>	<b>-</b>	<b>(7,153)</b>	<b>6,909</b>
General fund	52,672	95,630	107,850	16,307	56,759
Designated Funds	44,189	2,099	225	(9,184)	36,879
Parish Magazine	927	16,470	16,822	-	575
Church Hall	8,857	11,067	9,015	(2,000)	8,909
<b>Total of all unrestricted funds</b>	<b>106,645</b>	<b>125,266</b>	<b>133,912</b>	<b>5,123</b>	<b>103,122</b>
<b>Total funds</b>	<b>£158,633</b>	<b>£126,656</b>	<b>£136,237</b>	<b>-</b>	<b>£149,052</b>



# Independent Examiner's Report to the Parochial Church Council of the Parish of Heathfield

(All Saints' Church Old Heathfield, St Richard's Heathfield and St George's Church Broad Oak)

This is my report to the Parochial Church Council of the Parish of Heathfield (PCC) of All Saints' Church Old Heathfield, St Richard's Heathfield and St George's Church Broad Oak on the annual report for the year ended 31<sup>st</sup> December 2024 set out on pages 1 to 10.

## 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 matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements
  - a. to keep accounting records in accordance with section 130 of the Charities Act; and
  - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Examiner's signature**

.....

**Examiner's name** Mr G. A. Hicks FCCA

**Date:** 10-3-2025

**Relevant professional qualification(s) or body** FCCA

**Examiner's address:** 14 Meadow Way, Heathfield, East Sussex. TN21 8AL



