

Trustees Annual Report and Financial Report

Of the Parochial Church Council of the Ecclesiastical Parish of St Pancras Arlington BN26 6SE

Registered Charity Number 1202417 HMRC ref X83400

For the year ended 31st December 2024

CONTENTS

Page

2-4	Trustees annual report
5	Statement of financial receipts and payments
6	Statement of assets and liabilities
7-9	Notes to the accounts
10	Report of the independent examiner

Website: www.sussexdownlandchurches.org.uk

Incumbent: The Revd Peter Blee
The Parsonage Berwick BN26 6SR

Independent examiner: Mr A B Lewis-Grey
Flint House The Street Selmeston BN26 6UD

Bankers: HSBC
94 Terminus Road Eastbourne BN21 3ND

Arlington Parochial Church Council

Trustees Annual Report for 2024

1 Background

St Pancras church is situated in the rural village of Arlington, East Sussex. It is the benefice of Berwick and forms part of the Diocese of Chichester within the Church of England. The Parochial Church (PCC) is a body corporate established under sections 2 and 3 of the Parochial Church Councils (Powers) Measure 1956. On 21 March 2023 the PCC became registered by the Charity Commission as a registered charity number 1202417 under the name Arlington Parochial Church Council.

2 Our aims and purpose as a charity mission of the church

The primary objective of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines of and practices of the Church of England.

The PCC has the responsibility of co-operating with the Reverend Canon Peter Blee, in promoting in the ecclesiastical parish, the whole mission of the Church: pastoral, evangelistic, social and ecumenical.

The main objectives of the PCC are:

- To encourage worship, prayer and learning about the Gospel
- To develop links with the wider community
- To develop youth worship
- To maintain the church buildings and grounds

The councillors have complied with the duty in Section 17(5) of the Charities Act 2011 to have due regard to the guidance issued by the Charity Commission on Public Benefit in deciding what activities the PCC should undertake.

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. Casual vacancies are filled by election by the PCC.

3 Membership

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

Ex-Officio members

Incumbent:	The Revd Canon Peter Blee	<i>Chair</i>
Assistant Priest:	The Revd Shirley Pearce	Vice-Chair
Churchwardens:	<i>Position vacant</i>	

Elected members	Mrs Rosalind Daintree	
	Mrs Elizabeth Golden	
	Mr Jonathan Greenway	
	Mrs Christine Skinner	<i>Parish Safeguarding Officer</i>
	Mr Lawrie Skinner	
	Mrs Diana White	<i>Secretary</i>

Deanery Synod Elected Member Mrs Eizabeth Golden

Non members	Mrs Mary Ann Harding	<i>Treasurer appointed 19 September 2023</i>
	Mr Geoffrey Daintree	<i>Electoral roll officer</i>

The largest expenditure of the PCC was the sum of £12,422 paid to the diocese for our share of the Parish Ministry Costs (202: £12,422). This amount covers the housing, stipend and pension costs of the clergy, and, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. During 2023 the Parish contributed 82.5% of the costs the diocese asked us to cover (2022 82.5%). It is the diocese' intention that the Parish Share should rise to cover 100% of costs in the course of the next few years.

Staff costs

The PCC paid £65 for relief clergy during the year (2023: £81).

Trustee payments and expenses

The PCC supported the incumbent by paying costs in respect of the parsonage, administration expenses, and motoring, totalling £1,544 (2023 £2,818). Paying costs in respect of the vicarage, administration and motoring expenses reimbursed to the Assistant Priest during the period were £2,317 (202: £368). There were no payments to persons related to, or connected with, the other PCC members.

Repairs to the fabric of the church building

Repair costs £853 comprised £129 on fire protection, repair to safe lock £120 and £144 on the treatment of mice.

8 Financial Review - Restricted fund

Friends of St Pancras Arlington (FOSPA) received £42,744 income for the Fabric Fund, which included £3,384 in memberships and donations. Grants received in respect of the fundraising for the Spire repairs £20,000. They also raised £2,145 from various events held during the year.

FOSPA spent £102,875 during the year, including £102,794 for spire repairs. Administration costs are for bank charges and the domain name.

The net inflow £5,581 (the amount of FOSPA net transactions without reference to the Spire repair appeal) was added to the fund. A further £2,534 will be paid for the balance of the spire repair in January 2025.

9 Why we hold some money in reserve

It is PCC policy to maintain a balance on the general unrestricted funds which equates to approximately six months' worth of unrestricted payments as the PCC's income is seasonally affected, plus funding required for repairs to the fabric of the Church. The PCC is also mindful of the policy of the Diocese that the PCC's share of parish ministry costs will be rising continually by 25% in the coming years.

10 Risk Assessment

The PCC confirms that the major risks to which the Council have been exposed have been identified and reviewed, and systems and procedures put into place too manage these risks. The health and safety of all who visit our Church is paramount. The PCC confirms it has had due regard to the House of Bishop's guidance on safeguarding of children and vulnerable adults as noted in section 5 of the Safeguarding and Clergy Discipline Measure 2016.

This Trustees' Annual Report was **approved** by the PCC and

signed on their behalf by The Revd Canon P M Blee. *by Rev S. M Pearce in his absence*

S. M Pearce

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Date *14 May 2023*

4 Committees and Meetings

The full PCC met four times during the year, no standing committee meetings were held.

Christine Skinner continued as Parish Safeguarding Officer reporting to every PCC meeting on safeguarding matters including regulatory and training compliance. Her role ensured that both national and diocesan policies and procedures are followed that protect children, young people and vulnerable adults. In this reporting year no safeguarding concerns or investigations have been recorded. All PCC members have achieved full compliance with safeguarding training procedures.

5 Church attendance and Electoral Roll

Church attendance remained much the same as the previous year. Due to the lack of heating, and in consideration of the more elderly members of the congregation, we held services on alternate Sundays in January and February.

At the end of year there were 30 people named on the electoral roll. A new roll will be prepared in 2025.

6 Review of the Year

The major fundraising of the year was the annual plant now been stall at the Arlington Bluebell Walk which raised a record amount of just over £10,000. In May we combined it with our Patronal Festival and dedicated the church as 'The Bluebell Church'. Members spent many hours crafting paper bluebells which decorated the church alongside a detailed history of St Pancras for visitors to enjoy.

We welcomed walkers on the Cuckmere Pilgrim Path who were supporting Family Support Work. Our visitor book records many other Pilgrims visiting throughout the year.

After many months of waiting to hear, the PCC was advised that the church has now been accepted on Historic England At Risk Register. Whilst this was not a positive matter it does recognise the condition of the building and acknowledges the issues the church council faces and lack of funds to restore it.

In June, St Pancras was honoured to host a service of celebration for Rev Frank Fox-Wilson, marking 50 years in ministry. This service was well attended.

The church community works closely with the Friends of St Pancras and acknowledges the tremendous support they give to fundraising with many additional events for the local village community. A tea party was held to acknowledge their work and the hours they give to protect and nurture the churchyard environment.

There were two funerals with burials in the churchyard this year, and one service for the burial of ashes. There were no weddings.

There was one baptism, notably a child with 4 generations of worship at this church, which was wonderful. Home Communion was given regularly to one member of the congregation, and quarterly to another. Care home and home visits continued throughout the year.

7 Financial Review - Unrestricted fund

Incoming resources

The total receipts on the unrestricted fund were £26,190 and are detailed in Notes to the Financial Report (2023 £23,932). Donations totalled £7,596 (2023 £9,149). Plant sales and Bluebell Walk income were £14,516. Interest on Funds at the CBF Church of England Deposit Fund was £1,568.

Outgoing resources

Sharing the ministry costs of the Diocese of Chichester

Arlington Parochial Church Council
Summary of Financial Receipts and Payments
For the Year Ended 31st December 2024

	Unrestricted		Restricted Fund/s	Total All Funds 2024	Total All Funds 2023
	General Fund	Designated Funds			
	£	£		£	£
Income and endowments from:					
Donations and legacies	8,939	-	40,599	49,538	25,094
Charitable Activities	964	-	-	964	120
Other trading activities	14,719	-	2,145	16,864	17,468
Investments	1,568	-	-	1,568	264
Other receipts	-	-	-	-	-
Total Received	26,190	-	42,744	68,934	42,946
Expenditure on:					
Cost of raising funds		-	-	-	-
Charitable costs	22,093	-	81	22,174	24,962
Trading Costs		-	-	-	175
Other payments		-	102,794	102,794	10,000
Charitable costs Paid	22,093	-	102,875	124,968	35,137
Reconciliation of Funds					
Net income (or net expenditure)	4,097	-	(60,131)	(56,034)	7,809
Transfers between funds		(36,000)	36,000		
Net movement in funds	4,097	-	(60,131)	(56,034)	7,809
Bank Accounts at 1 January	10,069	36,000	44,766	90,835	83,026
Bank accounts at 31 December	14,166	-	20,635	34,801	90,835

Arlington Parochial Church Council
Statement of Assets and Liabilities
For the Year Ended 31st December 2024

	Unrestricted		Restricted Fund/s	Total All Funds 2024	Total All Funds 2023
	General Fund £	Designated Funds £			
Assets					
Bank Current Account	13,396	-	1,221	14,617	17,751
CBF Church of England Deposit Fund	1,568	-	-	1,568	29,563
Friends of St Pancras Account		-	19,281	19,281	43,521
PCC - owned bank balance	14,964	-	20,502	35,466	90,835
Total Bank and Deposit accounts	14,964	-	20,502	35,466	90,835
Gift Aid Recoverable	1,343		132	1,475	-
Total Assets	16,307	-	20,634	36,941	90,835
Liabilities					
Wedding Funeral etc fees due to diocese	358	-	-	358	-
Electricity charge		-	-	-	58
Clergy Fees	722	-	-	722	-
Benefice costs	1,061	-	-	1,061	-
Total Liabilities	2,141	-	-	2,141	58
Net funds	14,166	-	20,634	34,800	90,777

This Financial Report for the year ended 31st December 2024, including the notes following, was approved by the PCC and signed on its behalf by The Revd Peter Blee, PCC Chairman:

by Rev S M Pearce
in his absence

S M Pearce

Date

14 May 2025

Arlington Parochial Church Council
Notes to the Financial Report
For the Year Ended 31st December 2024

	Unrestricted		Restricted Fund/s	Total All Funds 2024	Total All Funds 2023
	General Fund	Designated Funds			
	£	£		£	£
Income and endowments from:					
Planned Giving - Gift aided	3,209			3,209	4,086
Parish Giving Scheme	1,350	-		1,350	-
FOSPA annual membership		-	660	660	530
Cash Collections	1,937	-		1,937	1,069
Other Donations	1,100	-		1,100	2,905
FOSPA Other Donations		-	2,724	2,724	570
Grants		-	20,000	20,000	13,600
Gift Aid/VAT recovered	1,343	-	17,215	18,558	2,334
Donations and legacies	8,939	-	40,599	49,538	25,094
Church activities					
Fees for weddings & funerals	964	-		964	120
Charitable Activities	964	-	-	964	120
Bluebell Walk/Plant Sales/ Villiage Weekend	14,516	-	-	14,516	14,107
Book Sales - Arlington memorials book	-	-	-	-	60
Silent Auction	-	-	1,551	1,551	-
Tractor Run	-	-	549	549	-
Christmas Market	163	-	-	163	232
Fundraising Events	40	-	45	85	3,069
Other trading activities	14,719	-	2,145	16,864	17,468
Bank & CBF deposit interest	1,568	-	-	1,568	264
Investments	1,568	-	-	1,568	264
Other receipts (transfer from other accounts)		-		-	-
Total Received	26,190	-	42,744	68,934	42,946
Expenditure on:					
Cost of raising funds	373	-	-	373	-
Church charitable giving	-	-	-	-	55
Diocesan and Deanery Expenses	12,422	-	-	12,422	12,422
Clergy and Benefice Costs	4,530	-	-	4,530	3,853
Church running costs	267	-	-	267	1,226
IT Costs	395	-	14	409	-
Church Utility bills	648	-	-	648	790
Insurance	2,253	-	-	2,253	2,229
Maintenance, Running & Repairs	853	-	-	853	4,217
Organ Maintenance	235	-	-	235	170
Bank Charges & Card Reader Costs	117	-	67	184	-
Capital expenditure	-	-	102,794	102,794	-
Charitable costs Paid	22,093	-	102,875	124,968	24,962
Event Expenses	-	-	-	-	175
Trading Costs	-	-	-	-	175
Repayment of National Lottery grant	-	-	-	-	10,000
Total paid on all funds	22,093	-	102,875	124,968	35,137
Net Income (or net expenditure)	4,097	-	(60,131)	(56,034)	7,809

Arlington Parochial Church Council
Notes to the Financial Report
For the Year Ended 31st December 2024

	Balances b/fwd 1 Jan 2024	Income	Expenditure	Transfers, other gains & losses	Balances b/fwd 31 Dec 2024
	£	£		£	£
Fabric Fund - detailed below	44,396	42,744	(102,875)	36,000	20,265
Flower Fund	370				370
Total of all Restricted Funds	44,766	42,744	(102,875)	36,000	20,635
General Fund	10,069	26,190	(22,093)	-	14,166
Designated Roof Fund	36,000			(36,000)	-
Total of all Unrestricted Funds	46,069	26,190	(22,093)	(36,000)	14,166
Total Funds	90,835	68,934	(124,968)	-	34,801

Restricted Fund

Friends of St Pancras Arlington (FOSPA) raise funds for Arlington PCC and are part of it. The funds raised and expenses incurred are included in the restricted Fabric Fund. The net funds raised during the year for the benefit of the PCC were:

	Funds raised 2024	Funds raised 2023
	£	£
Income		
Membership income annual	660	530
Donations	2,724	570
Garfield Weston grant	-	10,000
Benefact Trust grant	-	3,600
Sussex Historic Church Trust	7,000	-
NCT additional grant	13,000	-
Events	2,145	3,069
Gift Aid/VAT Recovered	17,215	874
Income raised	42,744	18,643
Expenses		
Event expenses	-	175
Conservation expenditure	-	3,830
Bank Charges & Card Reader Costs	67	82
Domain name	14	14
National Lottery grant lottery	-	10,000
Spire repairs	102,794	-
Expenditure incurred	102,875	14,101
Net Income for year	(60,131)	4,542

Independent Examiner's Report to the PCC of St Pancras, Arlington for the Year Ended 31st December 2024

NB: To change the wording above double-click the words then delete this instruction

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Pancras, Arlington, on the annual report for the year ended 31st December 2024 set out on pages X to Y

**Respective
responsibilities of
trustees and examiner**

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

It is my responsibility to:

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

**Basis of independent
examiner's statement**

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

**Independent
examiner's statement**

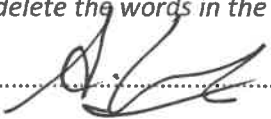
In connection with my examination, no material matters have come to my attention ~~(other than that disclosed below in Section B below *)~~ which gives me cause to believe that in, any material respect:

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

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

** Please delete the words in the (brackets) if they do not apply*

Examiner's signature



Examiner's name CAPITALS

A. B. LEWIS-GREY

Date
Relevant professional
qualification(s) or body
if any

28. 4. 2025
BARRISTER

Examiner's address

FLINT HOUSE, SELMESTON, BRUN26 6UD

Independent Examiner’s Report
to the PCC of St Pancras, Arlington
for the Year Ended 31st December 2024

Section B	Disclosure
	Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)
Give here brief details of any items that the examiner wishes to disclose	N/A