

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 2025

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Website: www.sussexdownlandchurches.org.uk

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

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

Bankers: HSBC
94 Terminus Road Eastbourne BN21 3ND

Arlington Parochial Church Council

Trustees Annual Report for 2025

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	<i>Vice-Chair</i>
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 Elizabeth Golden

Non members

Mrs Mary Ann Harding
Mr Geoffrey Daintree

Treasurer appointed 19 September 2023
Electoral roll officer

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, her role is to ensure both national and diocesan policies and procedures are followed that protect children, young people and vulnerable adults. reporting to every PCC meeting on safeguarding matters including regulatory and training compliance. The parish is now using the Parish Dashboard system to record and monitor its activities. It is a mandatory online tool, funded by the diocese, to help parishes manage their safeguarding responsibilities. It stays fully aligned with the latest Church of England policies and procedures and is proving to be a great asset in ensuring Trustees are fully informed and supported with these responsibilities.

In this reporting year no safeguarding concerns or investigations have been recorded and all Trustees have achieved full compliance with both DBS and training requirements, where appropriate.

5 Church attendance and Electoral Roll

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.

The church celebrated every agricultural feast in the church calendar and in December we held a Christmas pageant, reminiscent of the Infant King held regularly more than 30 years ago. Community participation was very encouraging.

At the end of year there were 23 people named on the electoral roll, of whom 9 were resident in the parish. A new roll was completed in 2025.

The average service attendance throughout 2025 was 15. There was 1 funeral recorded in December 2025.

6 Review of the Year

The major fundraising of the year was the annual plant stall at the Arlington Bluebell Walk which raised just over £15,083

We welcomed walkers on the Cuckmere Pilgrim Path and our visitor book records many Pilgrims throughout the year.

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 was 1 funeral with a burial in the churchyard this year. There were no weddings and no baptisms.

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 and outgoing resources

The total receipts on the restricted fund were £24,943 (2024 £26,190) and are detailed in the Notes to the Financial Report. There was a small decrease in Planned Giving and Parish Giving Scheme. And an increase in other donations.

The plant sales and Bluebell Walk income are a major income stream. This year the income was £15,083 (2024 £14,516). Other fundraising income increased £1,649 (2024 £203), with a new income stream of Cook Book sales.

Interest received on funds at the CBF Church of England Deposit Fund was £71. This is lower than the previous year as the funds were used for the allocated purpose of the repairs to the roof and the spire in 2024.

Outgoing resources

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £12,422 paid to the diocese for our share of the Parish Ministry costs (2024 £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 2025 the Parish contributed 82.5% of the costs the diocese asked us to cover (2024 £12,422). 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 £88 for relief clergy during the year (2024 £65).

Trustee payments and expenses

The PCC supported the incumbent by paying costs in respect of the parsonage, administration expenses and motoring, totalling £350 (2024 £1,544). Also paying in respect of the vicarage, administration and motoring expenses reimbursed to the Assistant Priest during the period were £392 (2024 £2317). There were no payments to persons related to, or connected with, the other PCC members.

Repairs to the fabric of the church building

During the year inspection and remedial work was carried out on the church electrical system costing £3,100. Yearly inspections are carried out for PAT testing and to the condition of the fire extinguishers, costs totalling £411.

8 Financial Review - Restricted fund

Friends of St Pancras Arlington (FOSPA) received £10,650 income for the fabric fund, which included £9,121 in membership and donations. They also raised £1,107 from various events held during the year.

There was amount of £1,000 donated specifically for the churchyard maintenance.

FOSPA spent £21,063 during the year, including the balance for the repairs to the spire £2,534. There was also a sound system purchased and installed at a cost of £8,041. All services and events will benefit from using the sound system and it gives the church the opportunity for future fundraising and concert events.

Administration costs are for bank charges and the domain name.

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.

2.5%

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 to 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.



Date... 22/04/26

Unrestricted		Restricted Funds	Total All Funds
General Fund			
Designated	General Fund		
Bank accounts at 31 December	12,647	10,222	22,869
Bank Accounts at 1 January	14,166	10,635	24,801
Net movement in funds	(1,519)	(413)	(1,932)
Transfers between funds			
Net income (or net expenditure)	(619)		(619)
Reconciliation of Funds			
Charitable costs Paid	20,562	21,063	41,625
Other payments			
Trading Costs			
Charitable costs	24,752	18,229	42,981
Cost of raising funds	810	810	
Expenditure on:			
Total Received	24,752	10,600	35,352
Other receipts			
Investments	71	71	
Other trading activities	16,732		16,732
Charitable Activities			
Location and facilities			
Other income			

Arlington Parochial Church Council

Summary of Financial Receipts and Payments For the year ended 31 December 2025

The financial effect of our activities during the year can be summarised as follows

	Unrestricted		Restricted Fund/s	Total All Funds 2025	Total All Funds 2024
	General Fund	Designated Funds			
	£	£		£	£
Income and endowments from:					
Donations and legacies	7,857	-	9,121	16,978	49,538
Charitable Activities	283	-	-	283	964
Other trading activities	16,732	-	1,529	18,261	16,864
Investments	71	-	-	71	1,568
Other receipts	-	-	-	-	-
Total Received	24,943	-	10,650	35,593	68,934
Expenditure on:					
Cost of raising funds	810	-	-	810	-
Charitable costs	24,752	-	18,529	43,281	22,174
Trading Costs	-	-	-	-	-
Other payments	-	-	2,534	2,534	102,794
Charitable costs Paid	25,562	-	21,063	46,625	124,968
Reconciliation of Funds					
Net income (or net expenditure)	(619)	-	(10,413)	(11,032)	(56,034)
Transfers between funds		-	-		
Net movement in funds	(619)	-	(10,413)	(11,032)	(56,034)
Bank Accounts at 1 January	14,166		20,635	34,801	90,835
Bank accounts at 31 December	13,547	-	10,222	23,769	34,801

Arlington Parochial Church Council

Notes to the Financial Report

For the year ended 31 December 2025

4 Analysis of total paid

	Balances b/fwd 31 Dec 2025	Transfers, other gains & losses	Expenditure	Unrestricted		Restricted Fund/s	Total All Funds 2025	Total All Funds 2024
				General Fund	Designated Funds			
Expenditure on:			£	£			£	£
Cost of raising funds				810			810	373
Church charitable giving							-	-
Diocesan and Deanery Expenses				12,422			12,422	12,422
Clergy and Benefice Costs				4,229			4,229	4,530
Church running costs							-	267
IT Costs				252		15	267	409
Church Utility bills				688			688	648
Insurance				2,328			2,328	2,253
Maintenance, Running & Repairs				4,471			4,471	853
Churchyard & path costs						10,427	10,427	-
Organ Maintenance				144			144	235
Bank Charges & Card Reader Costs				218		46	264	184
Capital expenditure - Equipment						8,041	8,041	-
Capital expenditure - Buildings						2,534	2,534	102,794
Charitable costs Paid				25,562	-	21,063	46,625	124,968
Event Expenses				-	-	-	-	-
Trading Costs				-	-	-	-	-
Repayment of National Lottery grant				-	-	-	-	-
Total paid on all funds				25,562	-	21,063	46,625	124,968
Net income (or net expenditure)				(619)	-	(10,413)	(11,032)	(56,034)

7 The Parish share to Chichester Diocese is for the payment of Clergy and other central costs.

8 The Restricted fund represents accumulated donations and appeals for the maintenance of the church and churchyard.

9 Statement of funds

Unrestricted funds are not subject to any donor restrictions and can be spent as the PCC decides.

The unrestricted funds comprise the general fund

Restricted funds are not invested permanently but are to be spent within reasonable timescales.

The restricted funds comprise the Fabric fund

The Flower fund is £370.

The summary of all funds appears on the next page

Arlington Parochial Church Council

Notes to the Financial Report

For the year ended 31 December 2025

	Balances b/fwd 1 Jan 2025	Income	Expenditure	Transfers, other gains & losses	Balances b/fwd 31 Dec 2025
	£	£		£	£
Fabric Fund - detailed below	20,265	10,650	(21,062)		9,853
Flower Fund	370				370
Total of all Restricted Funds	20,635	10,650	(21,062)	-	10,223
General Fund	14,166	24,943	(25,562)	-	13,547
Designated Roof Fund	-				-
Total of all Unrestricted Funds	14,166	24,943	(25,562)	-	13,547
Total Funds	34,801	35,593	(46,624)	-	23,770

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:

	2025	2024
	£	£
Income		
Membership income annual	805	660
Donations	8,316	2,724
Garfield Weston grant		-
Benefact Trust grant		-
Sussex Historic Church Trust		7,000
NCT additional grant		13,000
Events	1,107	2,145
Gift Aid/VAT Recovered	422	17,215
Income raised	10,650	42,744
Expenses		
Event expenses		-
Conservation expenditure		-
Bank Charges & Card Reader Costs	46	67
Domain name	15	14
Churchyard & Path Costs	10,427	-
Spire repairs	2,534	102,794
Sound System	8,040	-
Expenditure incurred	21,062	102,875
Net Income for year	(10,412)	(60,131)

Arlington Parochial Church Council Statement of Assets and Liabilities as at 31 December 2025

Our financial position at the year-end was

	Unrestricted		Restricted	Total All	Total All
	General Fund	Designated Funds	Fund/s	Funds 2025	Funds 2024
	£	£		£	£
Assets					
Bank Current Account	15,998	-	1,221	17,219	14,617
CBF Church of England Deposit Fund	1,639	-	-	1,639	1,568
Friends of St Pancras Account	-	-	8,884	8,884	19,281
PCC - owned bank balance	17,637	-	10,105	27,742	35,466
Total Bank and Deposit accounts	17,637	-	10,105	27,742	35,466
Gift Aid Recoverable	1,343	-	132	1,475	1,475
Total Assets	18,980	-	10,237	29,217	36,941
Liabilities					
Wedding Funeral etc fees due to diocese	476	-	-	476	358
Electricity charge	116	-	-	116	-
Clergy Fees	742	-	-	742	722
Repairs	3,115	-	-	3,115	-
Benefice costs	-	-	-	-	1,061
Total Liabilities	4,449	-	-	4,449	2,141
Net funds	14,531	-	10,237	24,768	34,800

This Financial Report for the year ended 31st December 2025, including the notes following, was approved by the PCC and signed on its behalf by The Revd Peter Blee, PCC Chairman:



Date

22/04/26

Arlington Parochial Church Council

Notes to the Financial Report

For the year ended 31 December 2025

1 The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, 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		Restricted Fund/s	Total All Funds 2025	Total All Funds 2024
	General Fund	Designated Funds			
	£	£		£	£
Income and endowments from:					
Planned Giving - Gift aided	2,133			2,133	3,209
Parish Giving Scheme	1,212			1,212	1,350
FOSPA annual membership			805	805	660
Cash Collections	1,874			1,874	1,937
Other Donations	2,638			2,638	1,100
FOSPA Other Donations			8,316	8,316	2,724
Grants				-	20,000
Gift Aid/VAT recovered			422	422	18,558
Donations and legacies	7,857	-	9,543	17,400	49,538
Church activities					
Fees for weddings & funerals	283	-		283	964
Charitable Activities	283	-	-	283	964
Bluebell Walk/Plant Sales/ Villiage Weekend	15,083			15,083	14,516
Book Sales - Cook book	300			300	-
Art Commission Fund	835			835	1,551
Tractor Run & Farming Event			867	867	549
Christmas Market	143			143	163
Fundraising Events	371		240	611	85
Other trading activities	16,732	-	1,107	17,839	16,864
Bank & CBF deposit Interest	71	-	-	71	1,568
Investments	71	-	-	71	1,568
Other receipts (transfer from other accounts)		-		-	-
Total Received	24,943	-	10,650	35,593	68,934

[Signature]

25/04/26

Date

Independent Examiner's Report to the PCC of St Pancras, Arlington for the Year Ended 31st December 2025

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 2025 set out on pages 6 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

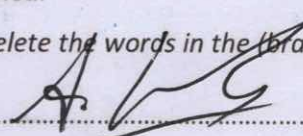
In connection with my examination, no material matters have come to my attention (~~other than that disclosed below in Section B below *~~) which gives me cause to believe that in, any material respect:

- 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

ARTHUR LEWIS - GREY

Date

20. 4. 2026

Relevant professional
qualification(s) or body
if any

BARRISTER

Examiner's address

FLINT HOUSE, SELMESTON, BN26 6UD

Independent Examiner’s Report
to the PCC of St Pancras, Arlington
for the Year Ended 31st December 2025

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