

St Nicolas' Church, Old Shoreham

St Nicolas' Church, St Nicolas Lane, Shoreham by Sea BN43 5NH

For the year ended 31st December 2025

The PCC is registered with the Charity Commission

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Website: www.saintnicolas.org.uk

Incumbent: In Vacancy

Independent
examiner: Mr I Bartlett

Bankers: Nat West, Church Road, Hove BN43 5ZP

St Nicolas' Church, Old Shoreham

Trustees Annual Report for 2025

Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the Church Wardens whilst in vacancy, 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;
- Knowing Jesus better and making Him better known;
- Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay;
- Providing financial support to those in need and to other organisations with similar objectives.

What we planned to do to achieve our charitable objectives

During 2025 our aim has been to continue normal services during vacancy and encourage attendance to more community activities and involvement.

When planning our activities for the year, the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on 'charities for the advancement of religion'.

The council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults.

During the year we discussed and planned the following objectives and activities to fulfil our aims:

- Enabling as many people as possible to worship at our church
- Enabling as many people as possible to become part of our parish community
- Teaching, baptising and nurturing new and existing believers
- Maintaining an overview of worship throughout the parish
- Considering how services can involve the many groups that live within the parish
- Putting faith into practice, through prayer and scripture, music and sacrament
- Offering worship and prayer, learning about the Gospel, in small group situations
- Holding courses to advance religion and e-learning educational courses, such as safeguarding
- 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
- Reaching out to the unchurched through provision of Coffee Mornings and other events such as concerts and presentations
- Maintaining the fabric of the church building as a historic centre and focus of life in the town.

What we achieved and how we affected beneficiaries' lives

Attendance at worship

We welcome all worshippers whether from within or outside the parish boundary. Visitors attend by personal choice and it is our great pleasure to welcome anyone from all walks of life to take part in the life of the church. We believe that voluntary attendance to worship the Lord Jesus Christ is a major demonstration of the public benefit of our activities.

The average regular weekly attendance was 40 adults and 2 children. This excludes additional congregation for baptisms and special services.

We look to encourage the deepening of faith for all ages alongside our services.

On Easter Sunday all members of the congregation were given an Easter egg.

Christmas gives us very special times to celebrate the birth of Christ. The Nine Lessons & Carols service was very well attended with no spare seats. Our choir was joined by members of other local choirs, including St Peters Catholic Church, and their joyous singing was appreciated by everyone. The youngest singer was 3-year-old Ariel who received a round of applause for her rendition of little donkey. We were once again able to follow the service with mulled wine and mince pies, enabling the choir and attendees to mix and chat. On Christmas Eve, a crib service was held in the afternoon and Midnight Mass was celebrated in a beautifully decorated and candlelit church, with both services being well attended.

There is still a sad lack of attendance by families which we continue to try and address. On the first Sunday of every month Sung Evening Prayer is held in the church. There is a Said Eucharist every Sunday at 8:30am, with the 2nd Sunday being based upon the Book of Common Prayer. Also every Sunday at 10:00am there is a Sung Eucharist with the 3rd Sunday of the month being Traditional Language.

It has been a bonus to have the choir at the 10:00am service each week, led by our enthusiastic organist Lena.

All Souls Service continues to offer comfort to a great many people

We would like to thank retired clergy from the area who have enabled us to maintain our schedule of services, and stood in at short notice when needed. Particular thanks go to Rev Pat, Rev Paul and Rev Jonathan.

Mission

We have continued to hold the Mission Plan 'Benefice Vision 2022' set at the APCM in 2019

This year we continued with our new Mission Plan together with our partners in the United Benefice, the Parish of Kingston Buci. We endeavoured to continue our vision statement "God calls us to be a community of faith, hope, and love".

Teaching, baptising and nurturing new and existing believers

During the year there were:

5 baptisms – 4 children and 1 adult

1 adult confirmation for a member of the congregation

1 funeral conducted in church

2 interments of ashes

We were privileged to be asked to hold the Remembrance Service for the 10th anniversary of the Shoreham Air Crash. The families of the victims liaised with Rev Pat, and our organist Lena, to arrange an uplifting and memorable service attended by 150 people, including local dignitaries, members of the Emergency Services and people affected by the incident.

Evangelism and outreach

The monthly coffee mornings, organised by Helen Harvey, Sue Emberlin and their team, have become even more popular and raised £4861 with a total of £739.55 over 2 coffee mornings being sent to the Children's Society and Macmillan Cancer Support and the remainder to pay for the organist and music. It has been a joy to welcome many more new faces from Shoreham who now put the monthly date on their calendars.

Our partnership with FOldS (Friends of Old Shoreham), to promote Old Shoreham and create a sense of community has continued to be very successful. They are keen to promote the history of Old Shoreham of which St Nicolas lies at the heart. St Nicolas hosted two of their music concerts, together with history talks, along with facilitating nine of their workshops. Their Summer Fayre in June coincided with our coffee morning and our volunteers continued to serve tea, coffee and cake well into the afternoon. They also hold some of their meetings at our monthly coffee mornings, which increases the attendance and brings more of the local community into the church. FOldS 'greening' group have continued their excellent work maintaining the borders and paths of the churchyard, together with clearing memorial stones that had become overgrown.

Shoreham District Ornithological Society has installed over twenty bird boxes in the churchyard many of which have been used.

The Shoreham Chamber choir continue to use the church for rehearsals. We once again held our Patronal Festival Quiz Night at St Nicolas and St Mary's School and had 63 attendees, who also enjoyed a fish and chip supper. This raised £276 for the Friends of St Nicolas.

In May, St Nicolas and St Mary's School choir put on a concert in the church which raised £290 for Christian Aid. With our May collection and Christmas gift envelopes the total raised for Christian Aid for 2025 (including Gift Aid donations) was £606.95

By popular demand we held another Hymns & Pimms in the churchyard in June. Our organist and choir led the singing and the event was well attended with over 50 people.

In total this year there were 7 concerts held in the church, including a very popular "Sing a Long" led by our choir member Nicole and her sister Becky, to celebrate the 80th anniversary of the end of the 2nd world war. This was a memorable occasion, helped out by 3-year-old Ariel. It was heartwarming to see so many people leave with smiles on their faces after such an enjoyable afternoon.

There were three organised visits to the church (U3A, SPAB and Henfield History Group) in addition to year 5 children from St Nicolas and St Mary's School

The church was also used for Children's Piano examinations.

Church Newsletters have been delivered to those who do not have email. Telephone contact has been made to those who have been unwell.

Provision of the church building for people to enjoy

Our church continues to be appreciated by our parishioners and many others as a space where life events are celebrated with joy and thanksgiving.

It is important to us that the church is available for private prayer, not just to the church family, but also to the wider visiting community. The church is always open daily, not simply for the enjoyment of visitors from various parts of the world, to an ancient and architecturally important building, but to allow space for private reflection and prayer. Our Visitor's Book is full of tributes from visitors who enjoy the sense of peace and spiritual comfort here, and of their gratitude for the church being open.

Quotes:

Amazing historical Church, beautiful inside and out.

Wonderful and still a very active part of the community.

A lovely place to stay and pray

Something peaceful about this church, absolutely lovely. A very welcoming church. Thank you.

Provision of pastoral care for people living in the parish

The Pastoral Care Team, was responsible for hospital visits and home communion. The team also visits 3 care homes locally with a regular number of residents receiving communion. Rev Pat has continued to hold services at the school of St Nicolas & St Mary, with Fr Dominic, the vicar of St Mary de Haura, also in attendance.

Provision of tangible support to the poor and needy

The congregation have continued their generous support of the Shoreham and Adur Community Food Bank throughout the year, including the harvest collection. At our December Coffee morning a raffle was held in aid of the food bank, which raised £100. We also raised further funds for Christian Aid through envelope donations instead of sending Christmas Cards.

Other charitable giving

The weekly parish newsletter continues to be distributed to all who have requested it by email and by being available in the Church, free of charge. This helps to maintain links between the church family and those who have not yet felt the need to take part in what we do.

Throughout the year, we have raised funds at the coffee mornings: £312.55 for The Children's Society, £427 for the Macmillan Nurses. During Lent we had a collection jar for Water Aid. Over the year we also raised £606.75 (including Gift Aid) for Christian Aid.

Financial Review – supplied by Treasurer Gillian Powell

Good news is that planned giving for 2025 increased, which also led to an increase in claimed gift aid - thank you to Cliff Emberlin. Bank interest remained roughly the same as the previous year.

There were increased costs in insurance, gas, electricity, water, church maintenance and rectory cost also increased due to some bills not being passed on in 2024.

But office expenses and regular church running costs decreased.

We were able to increase our charitable donations through fund raising and also considerably increase our parish share.

As a result the total amount in our bank accounts was only £450 less than 2024.

The contactless card reader continues to be increasingly used, providing very useful income, as has the donation box.

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £25,184.00 paid to the diocese towards our share of all churches' Parish Ministry Costs. This is an increase of £5000 on our original pledge, to prove to the Diocese that we could finance 'A House for Duty Priest' in the future. Even though we are in an interregnum Parish Ministry Costs still have to be paid, along with the associated costs of the Rectory. Since January 2024, I have also been responsible for the administration of the rectory finances for the Benefice, which initially for various reasons was quite challenging to sort out.

Staff costs: The PCC pays for an organist/pianist, payroll support and someone to produce the newsletter. Further details are provided in the notes to the accounts.

There were no payments related to Charity Trustees (ie the members of the PCC) or connected to the trustees.

Structure, governance and management of the charity

The PCC is registered with the Charity Commission.

The Annual General Meeting of Parishioners was held on Sunday 23rd March 2025, at 11am.

From that time the following served as members of the Parochial Church Council:

Churchwardens: Sue Bartlett, Gill Powell

Chairperson Sue Bartlett

Elected Members:

(Until APCM 2026)

Nicky Buckman (Secretary)
Nigel Divers
Jeannette Simpson

(Until APCM 2027)

Felicity Batten
Ro Hotston

(Until APCM 2028)

Sarah Burt
John Simpson

Co-opted: Rev Pat Alden, Sue Emberlin

Deanery Synod: Vacant

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 3 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.

The PCC has complied with the duty under 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).

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Sue Bartlett, PCC Chairman

Signed: 

Date.....3 February 2026.....

Annual Financial Report

of

The Parochial Church Council of the Ecclesiastical Parish of

St Nicolas' Church, Old Shoreham

St Nicolas' Lane, Shoreham-by-Sea BN43 5NH

For the year ended 31st December 2025

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Summary of Financial Receipts and Payments

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	<i>General</i>	<i>Designated</i>		<i>All Funds</i>	<i>All Funds</i>	
	<i>Fund</i>	<i>Funds</i>	<i>Fund/s</i>	<i>2025</i>	<i>2024</i>	
	£	£	£	£	£	
Income and endowments from:						
Donations and legacies	34,643	-	-	34,643	42,488	
Charitable activities	2,438	-	-	2,438	1,076	
	1,157			1,157		
Other trading activities	-	-	-	-	-	
Investments	4,102	-	-	4,102	4,202	
Other receipts	-	-	-	-	-	
Total received	42,340	-	-	42,340	47,766	3
Expenditure on:						
Cost of raising funds	-	-	-	-	-	
Charitable costs	42,468	-	-	42,468	40,877	
Trading costs	22	-	-	22	22	
Other payments	-	-	-	-	424	
Total paid	42,490	-	-	42,490	41,323	4
<i>Reconciliation of funds:</i>						
Net income or (net expenditure)	(150)	-	-	(150)	6,443	
Transfers between funds	-	-	-	-	-	
Net movement in funds	(150)	-	-	(150)	6,443	
Bank accounts at 1 January 2025	152,411		-	152,411	146,270	
Bank accounts at 31 December 2025	152,261		-	152,261	152,713	

Notes to the Annual Financial Report

- 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	Notes
	General Fund	Designated Funds				
	£	£	£	£	£	
Planned giving (excl. tax refunds)	18,114	-	-	18,114	15,472	
Planned giving (no tax refunds)	-	-	-	-	-	
Loose cash collections	6,744	-	-	6,744	6,172	
One-Off Donations	25	-	-	25	1,279	
Special appeals		-	-	-	1,354	
Gift Aid recovered	5,852	-	-	5,852	3,794	8
VAT Refund	303	-	-	303	2,656	
Legacies	178	-	-	178	5,000	
Other	3,404	-	-	3,404	6,760	
Grants	22	-	-	22	-	
Donations and legacies	34,643	-	-	34,643	42,488	
Fees for weddings & funerals	1,157	-	-	1,157	1,076	
Charitable activities	2,438	-	-	1,157	1,076	
Publications	-	-	-	-	-	
Sundry income		-	-	-	-	
Other trading activities	-	-	-	-	-	
Bank interest	4,102	-	-	4,102	4,202	
Investments	4,102	-	-	4,102	4,202	
Other receipts		-	-	-	-	
Total received on all funds	42,340	-	-	39,902	47,766	

Notes to the Annual Financial Report

4 Analysis of total paid:

	Unrestricted		Restricted Fund/s	Total All Funds 2025	Total All Funds 2024	Notes
	General Fund	Designated Funds				
	£	£	£	£	£	
Other appeals expenses	-	-	-	-	-	
Cost of raising funds	-	-	-	-	-	
Charitable Donations	1,814	-	-	1,814	1,508	5
Parish share to Chichester Diocese	25,184	-	-	25,184	19,800	6
DBF Fees	39	-	-	39	679.6	
Salaries and honoraria incl NI	2,777	-	-	2,777	4,038	9
Clergy and Rectory expenses	1,224	-	-	1,224	1,178	7
Mission & evangelism costsie running costs	-	-	-	-	0	
Insurance	2,356	-	-	2,356	2,294	
Water, Gas, Electricity, and Oil	5,126	-	-	5,126	4098.24	
Printing & photocopying	-	-	-	-	0	
Share of Parish Office expenses	496	-	-	496	2,087	
Other regular church running costs	1,032	-	-	1,032	1848.5	
Accounting and Examiner's fees	-	-	-	-	-	
Church maintenance & redecoration	2,420	-	-	2,420	392.18	
Restoration of damaged window	-	-	-	-	2,954	
Charitable costs	42,468	-	-	42,468	37,923	
Web Pages	22	-	-	22	22	
Publications	-	-	-	-	-	
Other trading costs	-	-	-	-	-	
Trading costs	22	-	-	22	22	
Other payments	-	-	-	-	-	
Total paid on all funds	42,490	-	-	42,490	37,945	

- 5 Includes amounts raised by special collections such as Christian Aid, Children's Society, Water Aid, MacMillian Cancer Support, Adur Foodbank etc which are described in the Review of the Year.
- 6 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs. The full cost of parish ministry is £81,445. This is shared with Kingston Buci (St Julian's & St Giles') on a 60:40 basis according to the Rectors time spent on services at each parish, although we have been unable to pledge the full amount of our share which is £32,578.
Clergy expenses are shared with Kingston Buci (St Julian's and St Giles') on a 50:50 basis. Parish Office expenses are split equally between the three churches. The total includes printing and photocopying.
- 7 Rectory costs remained roughly the same due to some bills not being received in 2024
- 8 Gift Aid is recoverable on donations received for the last quarter of 2025

Notes to the Annual Financial Report

9 Payments to PCC Employees (Organists/Admin Assistant/Payroll)

	2025	2024
	£	£
Wages, salaries and honoraria	2,346	3,590
Employer National Insurance	-	-
Tax	431	448
	2,777	4,038

Now employ an Admin Assistant. Cost shared equally with St Giles and St Julians.

10 The only payments made to PCC members in the year were for:

Reimbursement of goods bought for church use:
eg votive lights, candles, maintenance materials, etc

11 There were no transactions with persons related to PCC members.

12 There will be minor discrepancies in the totals as the pence are not shown.

13 No professional fundraiser carried out any fundraising activities.

14 Statement of funds:

Endowed funds are required by the donors to be invested and the income spent on specific objectives

None

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

None

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

Fund income and expenditure and final balances are as follows

	Balances b/fwd 1 Jan 2025	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2025
	£	£	£	£	£
Pilgrims & Toddlers	-	-	-	-	-
YouthWork	-	-	-	-	-
Total of designated funds	-	-	-	-	-
General fund	-	-	-	-	-
Total of all unrestricted funds	-	-	-	-	-
Total funds	-	-	-	-	-

Independent Examiner's Report to the PCC of St Nicolas' Church, Old Shoreham for the Year Ended 31st December, 2025

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Nicolas, Old Shoreham, on the financial report for the year ended 31st December 2025 set out on pages 1 to 5

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 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.

Signed.....

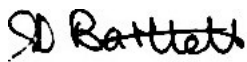


Date.....

28/02/2026

Mr I Bartlett
44 Mill Lane
Shoreham-by-Sea
West Sussex BN43 5NA

The PCC Financial Report for the year ended 31st December 2025, including the notes following, was approved by the PCC and signed on their behalf by Sue Bartlett, PCC Chairman:



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Date ...26 February 2026.....