

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

England & Wales · Charity number 280315

## Details

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**Other names** THE FRIENDS OF ST MARY'S CHURCH, SHOREHAM BY SEA

**Status** Registered

**Legal form** Other

**Registered** 1980-07-10

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Shoreham Parish Centre  
1 New Road  
Shoreham-By-Sea  
West Sussex  
BN43 6RA

**Phone** 01273 440202

**Email** [smdh.office@gmail.com](mailto:smdh.office@gmail.com)

**Website** [www.stmarydehaura.org.uk](http://www.stmarydehaura.org.uk)

## Activities

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**Objects:** IN PAYMENT FOR THE MAINTENANCE, RESTORATION, EXTENSION AND REPLACEMENT OF THE FABRIC OF THE CHURCH OF ST. MARY DE HAURA, SHOREHAM BY SEA. IN PAYMENT TO ENSURE THE REGULAR AND REVEREND ORDERING OF PUBLIC WORSHIP IN THE SAID CHURCH. IN SUCH OTHER MANNER BEING WHOLLY CHARITABLE AS THE TRUSTEES OF THE CHARITY IN THEIR ABSOLUTE DISCRETION THINK FIT FOR THE BENEFIT OF THE PARISH.

**Activities:** Raising funds for the preservation of a Grade 1 Listed Church

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Religious Activities, Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** The General Public/mankind

## Geography

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- **Area of benefit:** SHOREHAM BY SEA
- West Sussex

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-12-31	£119,175	£17,148	-	-
2023-12-31	£25,867	£16,998	-	-
2022-12-31	£14,104	£9,460	-	-
2021-12-31	£19,255	£37,396	-	-
2020-12-31	£20,500	£37,782	-	-

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## Trustees

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Name	Role	Appointed
Edward Downes		2023-06-22
Rev Dominic Fenton		2025-03-10
Sarah Harrison		2025-07-15

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**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**

England & Wales - Charity number 280315

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# Accounts

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**Charity Number: 280315**

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA  
TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2024**

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## LEGAL & ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 DECEMBER 2024

<b>Trustees</b>	Edward Downes Rev Andrew Bennison (Resigned 3 March 2024) Susan Clay (Resigned 1 November 2024)
<b>Charity number</b>	280315
<b>Principal address and registered office</b>	St Mary De Haura Parish Office 1 New Road Shoreham-By-Sea BN43 6RA
<b>Independent Examiners</b>	TC Group The Courtyard Shoreham Road Upper Beeding Steyning West Sussex BN44 3TN
<b>Bankers</b>	HSBC Bank PLC 1/3 Warwick St Worthing BN11 3DE

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
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**FOR THE YEAR ENDED 31 DECEMBER 2024**

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# **THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**

## **TRUSTEES' ANNUAL REPORT**

### **FOR THE YEAR ENDED 31 DECEMBER 2024**

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The trustees present their annual report, together with the financial statements for The Friends of St Mary's Church for the year ended 31 December 2024.

#### **Aims and Purposes as a Charity**

The Friends of St Mary's is a registered charitable trust, governed, administered and determined by the Trust Deed of April 1981. Its purpose is to carry out fundraising in order to assist with the funding of works associated with the maintenance and ongoing restoration to our Grade 1 listed church.

#### **Objectives and Activities**

In setting the objectives The Trustees have complied with the duty in section 4 of the Charities Act 2011 to have had due regard to the Charity Commission's guidance on public benefit.

The main activities undertaken by the charity to further its charitable purpose for public benefit in 2024 were:

- providing for necessary maintenance and repairs to the fabric of the church.
- engaging in fundraising activities to provide funds for this core charitable purpose.

#### **Maintenance and Repairs**

The 2023 Quinquennial Inspection identified necessary works to the external stonework on the South and East walls of the South Aisle, on the pinnacles of the Flying Buttress on the South wall of the South Aisle and internal repairs to the stonework on the East wall of the Nave and the west wall of the tower. Grants were sought successfully from the National Churches Trust and the Wolfson Foundation of £8k and £5k respectively. The Trustees were extremely grateful to both bodies. Together with £16k repurposed from a bequest – with Charity Commission approval- a total of £29,000 was received towards the repairs.

The Friends continue to support the Parochial Church Council by covering all maintenance costs for the church.

The Burial Ground Management System now forms part of the Eco Church Working Party, and work continues on maintaining and updating the important information held by the system.

The PCC is responsible for the maintenance of the Medieval Ruined Nave, a scheduled ancient monument.

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## TRUSTEES' ANNUAL REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

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#### Social and Community Events

Our numbers have continued to increase this year and the majority of membership payments are being made by Standing Order which cuts down on the amount of administration for everyone.

On average the monthly Farmers' Market coffee mornings held in the church raised over £100 each month. Apart from selling a variety of homemade cakes and drinks we also sold aprons, bags and books, Friends memorabilia, craft items and plants.

The Friends took part in the Art Festival again, welcoming visitors and selling artists' greetings cards and Friends memorabilia. The income from this was a boost to our funds.

In June one of our members held a coffee morning from her home and the proceeds from this shared between Asfasic, a charity that represents and helps children and young people affected by speech, language and communication needs, and the Friends.

In September we again took part in Ride and Stride and with team numbers doubling this year, we were able to raise much needed funds for the Friends and for the Sussex Historic Churches Trust.

A Friends Festival Day was reintroduced this year after a few years break, as a way of saying thank you to our membership for continuing to support our work by supporting everything which has happened during the year. After the usual coffee morning where visitors were invited to climb up the tower to the ringing floor, ploughman's lunches were offered to thirty- three people.

After lunch guest speakers, Cat and Eric Presley, gave an illustrated talk on Sussex Under the Sea, and helped us to understand how by, changing methods of fishing and by re - kelping the ocean, marine life has thrived and increased in Sussex Bay. Members of the local community were invited to attend the presentation.

A second Heritage lecture was held in September. Geoffrey Mead spoke to a group of Friends and members of the community on Rye Harbour - A Special Place. This was a most informative and enjoyable evening.

Despite somewhat inclement weather Prosecco on the Roof took place again at the home of two of our members. Money raised during this very popular evening was kindly donated to the Friends.

The Christmas Tree Festival this year was a remarkable success with thirty five trees entered and the need to introduce a waiting list as the event has gained in popularity. We welcomed St. Nicolas and St. Mary's school singers for the first time, and several amateur musicians and groups provided some excellent musical entertainment. Over a thousand people visited the event over the weekend. The money raised will be used for the upkeep of the church building. The winning tree entry this year was Transition Town Shoreham.

Tours of the church begun in May and continued until September. These were popular and enjoyed by local people and holiday makers. Money raised will be used for the upkeep of the church building.

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
**TRUSTEES' ANNUAL REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2024**

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Membership remains at £10 for individual membership for a year and £15.00 for a household. All monies are used for the upkeep of the church building which being over nine hundred years old is a challenge.

**Finance**

**Expenditure**

The largest expenditure in 2024 was for the South Transept Stonework repairs and inside stonework in the church entrance. This cost £41,397 and was part of the 2023 Quinquennial Review. We had grants of £29,000 to offset the cost of this work. Other expenditure included £2,394 for Organ repairs, £1,509 for Boiler repairs, £4,788 for Lighting and £2,507 for Architect and Audit fees.

**Income**

Subscriptions of just under £2,900, Donations of £3,488, General sales, Farmer's Market days and Friends activities raised £7,360. The Arts Festival and Christmas Tree Festival raised £7,556. Under the Listed Places of Worship Grant Scheme (LPW) £7,948 of VAT was reclaimed, Gift Aid of £644 was received together with 2 years of Ride and Stride totalling £697 with Church tours £351.

We had a very generous Bequest of £55,796 which gave us an overall surplus of £60,257. Without this the surplus would have been £4,461.

The charity therefore records an overall surplus for the year of £60,257, compared with a surplus of £8,268 in 2023.

**Reserves Policy**

The unrestricted funds are expendable at the discretion of the Trustees and the reserves policy was amended in 2019 to reflect the call on funds to be transferred to the PCC to progress the redevelopment initially of the church, and subsequently of the hall premises. In the light of these circumstances the Trustees agreed that there should be a reduction in the contingency funds to £20,000 within the reserves to meet any essential maintenance that may arise. Free reserves totalled £133,116 at 31 December 2024 (2023: £72,859).

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA  
TRUSTEES' ANNUAL REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2024**

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**Structure, governance and management of the charity**

The Trustees as set out in the Trust Deed are the Vicar and Churchwardens of the Parish Church of St Mary de Haura New Shoreham, who are responsible to the PCC.

The Trustees in 2024 were the Reverend Andrew Bennison (until 10th March 2024) Churchwardens Sue Clay (Until November 2024) and Edward Downes.

The Trustees have powers to appoint the following officials:

- Treasurer.
- Secretary.
- Chairman of the Friends Committee.
- Any other officials that the Trustees may consider to be important in support of the work of the Trust.

The Treasurer of the Friends is Mr Phil Crompton and the Secretary is Mrs Jayne Crompton. Together with the Trustees and other members of the Friends Committee they meet on a regular basis.

The Committee is elected from the membership of the members at the Annual General meeting of the Friends of St Mary's.

Legislation determining the constitution and workings of the Friends:

- The Incumbents and Churchwardens Trust's Measure of 1964
- The Parochial Church Council's (Powers) Measure 1956.

The Vicar and Churchwardens report at each meeting of the PCC on the Fabric, any works that should be agreed, the Friends being asked to meet the costs involved dependent of the state of the finances of the Friends. The PCC is the employer and party to any contracts which may be formulated. The Friends will if possible and should circumstances allow, assist with the funding of works associated with the maintenance and ongoing restoration to our Grade 1 listed church.

**Trustees-Ex Officio.**

Incumbent (Vacant)  
Mr Edward Downes

Vicar, Trustee and Chair of the Committee  
Churchwarden and Trustee

**Executive Officers:**

Mr Philip Crompton  
Mrs Jayne Crompton

Treasurer  
Secretary

**Elected member:**

Mr Ian Tompkin  
Mrs Sarah Hadwen

This Trustee's Annual Report was approved by the Trustees and signed on their behalf by the Churchwarden

Edward Downes



Dated

11/9/25

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
**TO THE TRUSTEES OF THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**

The trustees/executive committee are required by law of England and Wales to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and the financial position at the end of the year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees/Executive Committee are responsible for keeping accounting records which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

I report to the trustees on my examination of the accounts of The Friends of St Mary's Church Shoreham-by-Sea for the year ended 31 December 2024.

#### Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the 2011 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

TC Group

**Mark Cummins FCCA FCIE**  
**for and on behalf of TC Group**  
The Courtyard  
Shoreham Road  
Upper Beeding  
Steyning  
West Sussex  
BN44 3TN

Dated: 13 May 2025

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Total funds 2024 £	Total funds 2023 £
<b>Income and endowments from:</b>	<b>4</b>		
Donations and legacies		100,199	15,977
Other trading activities		16,668	7,938
Investments		2,388	1,501
<b>Total income</b>		<b>119,255</b>	<b>25,416</b>
<b>Expenditure on:</b>	<b>5</b>		
Charitable activities		55,257	13,380
Fundraising and festival costs		3,081	3,188
Other expenditure		660	580
<b>Total expenditure</b>		<b>58,998</b>	<b>17,148</b>
<b>Net income and movement in funds</b>		<b>60,257</b>	<b>8,268</b>
<b>Reconciliation of funds:</b>			
Total funds brought forward		72,859	64,591
<b>Total funds carried forward</b>		<b>133,116</b>	<b>72,859</b>

All income and expenditure in current and prior year were unrestricted.  
All activities are classed as continuing.

The notes on pages 9 to 13 form part of these accounts.

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## BALANCE SHEET

AS AT 31 DECEMBER 2024

	Notes	£	2024 £	£	2023 £
<b>Current assets</b>					
Debtors	9	2,974		2,974	
Cash at bank and in hand		131,342		70,995	
		<u>134,316</u>		<u>73,969</u>	
<b>Creditors: amounts falling due within one year</b>	10	(1,200)		(1,110)	
<b>Net current assets</b>			<u>133,116</u>		<u>72,859</u>
<b>Total assets less current liabilities</b>			<u>133,116</u>		<u>72,859</u>
<b>Net assets</b>			<u>133,116</u>		<u>72,859</u>
<b>The funds of the charity</b>					
Unrestricted funds			<u>133,116</u>		<u>72,859</u>
<b>Total charity funds</b>			<u>133,116</u>		<u>72,859</u>

The accounts were approved by the Trustees on 11/9/25



Edward Downes - Churchwarden

Charity number: 280315

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 DECEMBER 2024

#### 1 Legal Status

The Charity is an unincorporated charitable trust registered in England and Wales, further details can be found on the front cover of these accounts.

#### 2 Accounting policies

##### 2.1 Accounting convention

The financial statements have been prepared under the Charities Act 2011 in accordance with applicable accounting standards and the current (2015) Statement Of Recommended Practice, Accounting and Reporting by Charities SORP (FRS 102).

The charity meets the definition of a public benefit entity under FRS 102. There are no material uncertainties about the charity's ability to continue as a going concern.

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities.

The functional currency of the church is pounds sterling. Items in the accounts are rounded to the nearest pound.

##### 2.2 Funds accounting

Funds held by the Trust are:

Unrestricted funds - general funds which can be used for ordinary purposes.

##### 2.3 Income

All income is accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

###### Donations and legacies

Donations are recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC and the charity becomes entitled to the income.

###### Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised as entitlement of the funds are transferred to the charity, irrespective of date of receipt

###### Investment income

Interest entitlements are accounted for as they accrue.

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

**2 Accounting Policies** (continued)

**2.4 Expenditure**

Expenditure is accounted for on an accruals basis and accounted for gross of VAT.

**2.5 Debtors**

Amounts owing to the charity at 31 December are shown as debtors less provision for amounts that may prove uncollectible.

**2.6 Cash Flow Statement**

In accordance with Section 7 of FRS 102 the charity is claiming exemption from the requirement to prepare a cash flow statement on account of its size.

**2.7 Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

**2.8 Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

**2.9 Trustee remuneration**

All the trustees donate their time spent running the charity on a voluntary basis and do not receive any remuneration for their work.

**2.10 Estimates and judgements**

Estimates and underlying assumptions are reviewed by trustees on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2024**

**3 Comparative Funds Statement of Financial Activities for the year ended 31 December 2023**

	<b>Total Funds 2023</b>
<b>Income and endowments from:</b>	<b>£</b>
Donations and legacies	15,977
Other trading activities	7,938
Investments	1,501
<b>Total income</b>	<b>25,416</b>
<b>Expenditure on:</b>	
Charitable activities	13,380
Fundraising	3,188
Other expenditure	580
<b>Total expenditure</b>	<b>17,148</b>
<b>Net movement in funds</b>	<b>8,268</b>
<b>Reconciliation of funds:</b>	
Total funds brought forward	64,591
<b>Total funds carried forward</b>	<b>72,859</b>

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2024**

<b>4</b>	<b>Analysis of income and endowments:</b>	<b>Total</b>	<b>Total</b>
		<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	Donations	<b>100,119</b>	15,977
	<b>Donations and legacies</b>	<b>100,119</b>	<b>15,977</b>
	Festival income	<b>2,319</b>	5,806
	Other	<b>14,349</b>	2,132
	<b>Other trading activities</b>	<b>16,668</b>	<b>7,938</b>
	Interest receivable	<b>2,388</b>	1,501
	<b>Investments</b>	<b>2,388</b>	<b>1,501</b>
	<b>Total income</b>	<b>119,255</b>	<b>25,416</b>
<b>5</b>	<b>Analysis of expenditure on:</b>	<b>Total</b>	<b>Total</b>
		<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	Architect fees	<b>1,307</b>	1,684
	Repairs and maintenance	<b>52,750</b>	10,526
	Support costs (note 7)	<b>1,200</b>	1,170
	<b>Charitable activities</b>	<b>55,257</b>	<b>13,380</b>
	Festival costs	<b>1,164</b>	921
	Fundraising activities	<b>1,917</b>	2,267
	<b>Fundraising and festival costs</b>	<b>3,081</b>	<b>3,188</b>
	Other	<b>660</b>	580
	<b>Other expenditure</b>	<b>660</b>	<b>580</b>
	<b>Total expenditure</b>	<b>58,998</b>	<b>17,148</b>

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

#### 6 Staff costs

No staff were employed by the charity during the current or prior year.

#### 7 Support costs (including Governance costs)

	Total 2024	Total 2023
	£	£
Independent examination	1,200	1,110
	<u>1,200</u>	<u>1,110</u>

#### 8 Trustees:

Trustees did not receive any remuneration for their role as trustee, or any expenditure reimbursements during 2024 or 2023.

#### 9 Debtors

	Total 2024	Total 2023
	£	£
PCC Hymn book loan	2,974	2,974
	<u>2,974</u>	<u>2,974</u>

#### 10 Creditors: amounts falling due within one year

	Total 2024	Total 2023
	£	£
Accruals	1,200	1,110
	<u>1,200</u>	<u>1,110</u>

#### 11 Control

The charity is under the control of the Trustees.

#### 12 Taxation

As a charity, The Friends of St Mary's Church Shoreham by Sea is exempt from tax on income and gains to the extent that these are applied to its charitable objects.

#### 13 Related party transactions

There were no related party transactions in 2024 or 2023.

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**

England & Wales - Charity number 280315

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# Accounts

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**Charity Number: 280315**

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
**TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
**LEGAL & ADMINISTRATIVE INFORMATION**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

<b>Trustees</b>	Rev Andrew Bennison Susan Clay Edward Downes
<b>Charity number</b>	280315
<b>Principal address and registered office</b>	St Mary De Haura Parish Office 1 New Road Shoreham-By-Sea BN43 6RA
<b>Independent Examiners</b>	TC Group The Courtyard Shoreham Road Upper Beeding Steyning West Sussex BN44 3TN
<b>Bankers</b>	HSBC Bank PLC 1/3 Warwick St Worthing BN11 3DE

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
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# **THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**

## **TRUSTEES' ANNUAL REPORT**

### **FOR THE YEAR ENDED 31 DECEMBER 2023**

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The trustees present their annual report, together with the financial statements for The Friends of St Mary's Church for the year ended 31 December 2023.

#### **Aims and Purposes as a Charity**

The Friends of St Mary's is a registered charitable trust, governed, administered and determined by the Trust Deed of April 1981. Its purpose is to carry out fundraising in order to assist with the funding of works associated with the maintenance and ongoing restoration to our Grade 1 listed church.

#### **Objectives and Activities**

In setting the objectives The Trustees have complied with the duty in section 4 of the Charities Act 2011 to have had due regard to the Charity Commission's guidance on public benefit.

The main activities undertaken by the charity to further its charitable purpose for public benefit in 2023 were:

- providing for necessary maintenance and repairs to the fabric of the church.
- engaging in fundraising activities to provide funds for this core charitable purpose.

#### **Maintenance and Repairs**

The Quinquennial Review was conducted in early 2023 by our Inspecting Architect and in his summary, he said "This church remains on the Historic England 'Churches at Risk' register and the condition is listed as "poor". As I have commented before, this is no reflection of neglect, only of the effect of anno domini and a marine environment on the Caen stone of which the church is substantially built. While the masonry continues to decay, inside and out, the parish continue to look after the fabric conscientiously as much as their funds allow".

A memorial slab in the main aisle had bowed and lifted at the edges forming a trip hazard. Both corners of the Purbeck slab were eased and ground down, and the surrounding York stone slabs rebedded flush with the memorial slab. The cost of this (£1,800) was met by the Friends, together with the five yearly inspection of the electrical circuitry and other electrical maintenance (£6,204) and boiler repairs (£975).

The Burial Ground Management System now forms part of the Churchyard Group and work continues on maintaining and updating the important information

The PCC is responsible for the maintenance of the Medieval Ruined Nave, a scheduled ancient monument.

# **THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**

## **TRUSTEES' ANNUAL REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 DECEMBER 2023**

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#### **Social and Community Events**

There has been a steady increase in membership during 2023 from within the Church community as well as the Shoreham community.

There has been a steady increase in membership during 2023 from within the Church community as well as the Shoreham community.

The year started with a fish and chip supper in March which raised £382 including proceeds from the raffle. In May the Friends' committee was invited to take part in Adur's Big Help Out which showcased the work of local charities and of volunteers. Several new members were signed up and groups expressed interest to be part of the 2023 Christmas Tree Festival. During the Arts Festival in St Mary's in June, the Friends helped in welcoming visitors from all over the country.

Ride and Stride in September saw a slight increase in the number of those taking part and money raised from collective sponsorship totaled £325 with the same amount going to Sussex Historic Churches Trust. Stewards welcomed riders and visitors throughout the day, and provided drinks and cake to those who needed refreshment,

In October a group of Friends travelled by coach to Westminster Abbey to celebrate the life of Edward the Confessor (1042-1066) King and Saint, whose shrine lies in the Abbey and which is still a place of pilgrimage. The group enjoyed being part of a celebration and of sharing the experience with other visitors from all over England. The two services attended were uplifting and the music from the Abbey choir was unforgettable.

The talk on malt whiskies in November was a great success and the Friends were very grateful to Mr. Bruce Cakebread for sharing his knowledge and for giving up his time and his whiskies for the Friends. The event raised £660 and was a very enjoyable occasion.

Another new event took place in Church in September when Elizabeth Matthews, a professional jazz singer, member of the congregation and a member of the Friends, entertained a group of about 40 to an evening of well-known and less well-known songs. Additional musicians supported the evening, and light refreshments were provided during an interval. It was such an enjoyable evening, something quite different, and after expenses had been paid the evening raised £436 for the Friends.

The Christmas Trees were back in December and 33 of them were displayed in the Church for three days. The festival was a perfect way to start the Christmas Festivities in the town, and trees were welcomed from many local businesses, firms, schools, organisations and youth groups.

Craft activities and story time were introduced this year, along with live music from local choirs and musicians. Supplies of delicious cake and hot drinks and mulled wine, provided a very happy experience for almost one thousand people. Voting for a favourite tree revealed the Knitting Club of Shoreham Beach Primary School as worthy winners. A total of £4,246 was raised from the event.

# **THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**

## **TRUSTEES' ANNUAL REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 DECEMBER 2023**

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The Friends organised two Heritage Lectures which were well attended and extremely informative. Dr Geoffrey Mead spoke on Sussex by the Sea which was the theme of the Arts Festival last May, to an audience of about 40. His slides and lively narrative kept everyone entertained for over an hour. In September Dr Jeremy Tomlinson delivered a talk on Nathaniel Woodard and his connection to Shoreham and the building of Lancing College. Again, with slides and a lively narrative an enjoyable evening was experienced and this event cemented the link with Lancing College and the Woodard Trust. The Heritage Lectures raised over £129 for the Friends to use to support the upkeep of the Church.

Friend's items continue to be sold at events and at the coffee morning held in the Church on the second Saturday of each month. As well as the two amazing tea towels, canvas bags, Church guide books, assorted pens, fridge magnets, jigsaws and post cards, an assortment of lovely plants in unusual containers have been sold together with a booklet of poetry written by our lay reader Dr Jonathan Smith, and a new greetings card painted and printed by a local artist Mr. Geoff Taylor. The proceeds from the sale of both of these items have been generously donated to the Friends.

#### **Finance**

In 2023, income showed a welcome increase over 2022 and the increased use of the SumUp card reader for sales of goods has helped in this.

#### **Expenditure**

The main expenditure included Architect fees of £1,684 for the Quinquennial Review and Stonework repairs. Lighting repairs of £6,204, Boiler repairs of £975 and general maintenance costs of £3,261. Other expenditure amounted to £2,267 for Friends Activities.

#### **Income**

Subscriptions of just under £3,000 showed an increase this year. A bequest of £1,000 was received together with £2,800 in donations. General sales, Farmer's Market days and Friends activities raised in total £8,710 and the Arts Festival and Christmas Tree Festival a total £5,806. VAT of £2,132 was reclaimed under the Listed Places of Worship Grant Scheme, Gift Aid of £509 and bank interest of £1,501 was received.

The charity therefore record an overall surplus for the year of £8,378, compared with a surplus of £4,646 in 2022.

#### **Reserves Policy**

The unrestricted funds are expendable at the discretion of the Trustees and the reserves policy was amended in 2019 to reflect the call on funds to be transferred to the PCC to progress the redevelopment initially of the church, and subsequently of the hall premises. In the light of these circumstances the Trustees agreed that there should be a reduction in the contingency funds to £20,000 within the reserves to meet any essential maintenance that may arise. Free reserves totalled £72,969 at 31 December 2023 (2022: £64,591).

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA  
TRUSTEES' ANNUAL REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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**Structure, governance and management of the charity**

The Trustees as set out in the Trust Deed are the Vicar and Churchwardens of the Parish Church of St Mary de Haura New Shoreham, who are responsible to the PCC.

The Trustees in 2023 were the Reverend Andrew Bennison, Churchwardens Sue Clay, John Tyson (until June 2023) and Edward Downes (from June 2023).

The Trustees have powers to appoint the following officials:

- Treasurer.
- Secretary.
- Chairman of the Friends Committee.
- Any other officials that the Trustees may consider to be important in support of the work of the Trust.

The Treasurer of the Friends is Mr Phil Crompton and the Secretary is Mrs Jayne Crompton. Together with the Trustees and other members of the Friends Committee they meet on a regular basis.

The Committee is elected from the membership of the members at the Annual General meeting of the Friends of St Mary's.

Legislation determining the constitution and workings of the Friends:

- The Incumbents and Churchwardens Trust's Measure of 1964
- The Parochial Church Council's (Powers) Measure 1956.

The Vicar and Churchwardens report at each meeting of the PCC on the Fabric, any works that should be agreed, the Friends being asked to meet the costs involved dependent of the state of the finances of the Friends. The PCC is the employer and party to any contracts which may be formulated. The Friends will if possible and should circumstances allow, assist with the funding of works associated with the maintenance and ongoing restoration to our Grade 1 listed church.

**Trustees-Ex Officio.**

Revd Andrew Bennison	Vicar, Trustee and Chair of the Committee
Mr Edward Downes	Churchwarden and Trustee
Mrs Sue Clay	Churchwarden and Trustee

**Executive Officers:**

Mr Philip Crompton	Treasurer
Mrs Jayne Crompton	Secretary

**Elected member:**

Mr Ian Tompkin  
Mrs Sarah Hadwen

This Trustee's Annual Report was approved by the Trustees and signed on their behalf by the Churchwardens

Sue Clay  Edward Downes  Dated 

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
**TO THE TRUSTEES OF THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**

The trustees/executive committee are required by law of England and Wales to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and the financial position at the end of the year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees/Executive Committee are responsible for keeping accounting records which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

I report to the trustees on my examination of the accounts of The Friends of St Mary's Church Shoreham-by-Sea for the year ended 31 December 2023.

#### Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the 2011 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.



**Mark Cummins FCCA FCIE**  
**for and on behalf of TC Group**  
The Courtyard  
Shoreham Road  
Upper Beeding  
Steyning  
West Sussex  
BN44 3TN

Dated: 3 April 2024

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Total funds 2023 £	Total funds 2022 £
<b>Income and endowments from:</b>	<b>4</b>		
Donations and legacies		15,977	9,191
Other trading activities		7,938	4,455
Investments		1,501	461
<b>Total income</b>		<b>25,416</b>	<b>14,107</b>
<b>Expenditure on:</b>	<b>5</b>		
Charitable activities		13,380	6,881
Fundraising and festival costs		3,188	2,393
Other expenditure		580	187
<b>Total expenditure</b>		<b>17,148</b>	<b>9,461</b>
<b>Net income and movement in funds</b>		<b>8,268</b>	<b>4,646</b>
<b>Reconciliation of funds:</b>			
Total funds brought forward		64,591	59,945
<b>Total funds carried forward</b>		<b>72,859</b>	<b>64,591</b>

All income and expenditure in current and prior year were unrestricted.  
All activities are classed as continuing.

The notes on pages 9 to 13 form part of these accounts.

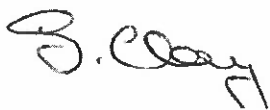
# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## BALANCE SHEET

AS AT 31 DECEMBER 2023

	Notes	£	2023 £	£	2022 £
<b>Current assets</b>					
Debtors	9	2,974		2,974	
Cash at bank and in hand		70,995		62,577	
		<u>73,969</u>		<u>65,551</u>	
<b>Creditors: amounts falling due within one year</b>					
	10	(1,110)		(960)	
<b>Net current assets</b>			<u>72,859</u>		<u>64,591</u>
<b>Total assets less current liabilities</b>			<u>72,859</u>		<u>64,591</u>
<b>Net assets</b>			<u><u>72,859</u></u>		<u><u>64,591</u></u>
<b>The funds of the charity</b>					
Unrestricted funds			<u>72,859</u>		<u>64,591</u>
<b>Total charity funds</b>			<u><u>72,859</u></u>		<u><u>64,591</u></u>

The accounts were approved by the Trustees on 20/3/24



Sue Clay - Churchwarden



Edward Downes - Churchwarden

Charity number: 280315

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 DECEMBER 2023

#### 1 Legal Status

The Charity is an unincorporated charitable trust registered in England and Wales, further details can be found on the front cover of these accounts.

#### 2 Accounting policies

##### 2.1 Accounting convention

The financial statements have been prepared under the Charities Act 2011 in accordance with applicable accounting standards and the current (2015) Statement Of Recommended Practice, Accounting and Reporting by Charities SORP (FRS 102).

The charity meets the definition of a public benefit entity under FRS 102. There are no material uncertainties about the charity's ability to continue as a going concern.

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities.

The functional currency of the church is pounds sterling. Items in the accounts are rounded to the nearest pound.

##### 2.2 Funds accounting

Funds held by the Trust are:

Unrestricted funds - general funds which can be used for ordinary purposes.

##### 2.3 Income

All income is accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

##### Donations and legacies

Donations are recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC and the charity becomes entitled to the income.

##### Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised as entitlement of the funds are transferred to the charity, irrespective of date of receipt

##### Investment income

Interest entitlements are accounted for as they accrue.

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

#### 2 Accounting Policies (continued)

##### 2.4 Expenditure

Expenditure is accounted for on an accruals basis and accounted for gross of VAT.

##### 2.5 Debtors

Amounts owing to the charity at 31 December are shown as debtors less provision for amounts that may prove uncollectible.

##### 2.6 Cash Flow Statement

In accordance with Section 7 of FRS 102 the charity is claiming exemption from the requirement to prepare a cash flow statement on account of its size.

##### 2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

##### 2.8 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

##### 2.9 Trustee remuneration

All the trustees donate their time spent running the charity on a voluntary basis and do not receive any remuneration for their work.

##### 2.10 Estimates and judgements

Estimates and underlying assumptions are reviewed by trustees on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

**3 Comparative Funds Statement of Financial Activities for the year ended 31 December 2022**

	<b>Total Funds 2022 £</b>
<b>Income and endowments from:</b>	
Donations and legacies	9,191
Other trading activities	4,455
Investments	461
<b>Total income</b>	<b>14,107</b>
<b>Expenditure on:</b>	
Charitable activities	6,881
Fundraising	2,393
Other expenditure	187
<b>Total expenditure</b>	<b>9,461</b>
<b>Net movement in funds</b>	<b>4,646</b>
<b>Reconciliation of funds:</b>	
Total funds brought forward	59,945
<b>Total funds carried forward</b>	<b>64,591</b>

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

<b>4</b>	<b>Analysis of income and endowments:</b>	<b>Total</b>	<b>Total</b>
		<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
	Donations	<b>15,977</b>	9,191
	<b>Donations and legacies</b>	<b>15,977</b>	<b>9,191</b>
	Festival income	<b>5,806</b>	-
	Other	<b>2,132</b>	-
	<b>Other trading activities</b>	<b>7,938</b>	-
	Interest receivable	<b>1,501</b>	461
	<b>Investments</b>	<b>1,501</b>	<b>461</b>
	<b>Total income</b>	<b>25,416</b>	<b>14,107</b>
<b>5</b>	<b>Analysis of expenditure on:</b>	<b>Total</b>	<b>Total</b>
		<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
	Architect fees	<b>1,684</b>	-
	Repairs and maintenance	<b>10,526</b>	5,891
	Support costs (note 7)	<b>1,170</b>	990
	<b>Charitable activities</b>	<b>13,380</b>	<b>6,881</b>
	Festival costs	<b>921</b>	1,008
	Fundraising activities	<b>2,267</b>	1,385
	<b>Fundraising and festival costs</b>	<b>3,188</b>	<b>2,393</b>
	Other	<b>580</b>	187
	<b>Other expenditure</b>	<b>580</b>	<b>187</b>
	<b>Total expenditure</b>	<b>17,148</b>	<b>9,461</b>

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

#### 6 Staff costs

No staff were employed by the charity during the current or prior year.

#### 7 Support costs (including Governance costs)

	Total 2023 £	Total 2022 £
Independent examination	1,110	990
	<u>1,110</u>	<u>990</u>

#### 8 Trustees:

Trustees did not receive any remuneration for their role as trustee, or any expenditure reimbursements during 2023 or 2022.

#### 9 Debtors

	Total 2023 £	Total 2022 £
PCC Hymn book loan	2,974	2,974
	<u>2,974</u>	<u>2,974</u>

#### 10 Creditors: amounts falling due within one year

	Total 2023 £	Total 2022 £
Accruals	1,110	960
	<u>1,110</u>	<u>960</u>

#### 11 Control

The charity is under the control of the Trustees.

#### 12 Taxation

As a charity, The Friends of St Mary's Church Shoreham by Sea is exempt from tax on income and gains to the extent that these are applied to its charitable objects.

#### 13 Related party transactions

There were no related party transactions in 2023 or 2022.

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**

England & Wales - Charity number 280315

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# Accounts

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**Charity Number: 280315**

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
**TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## LEGAL & ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 DECEMBER 2021

<b>Trustees</b>	John Tyson Susan Clay
<b>Charity number</b>	280315
<b>Principal address and registered office</b>	25 Overmead Shoreham-By-Sea BN43 5NS
<b>Independent Examiners</b>	TC Group The Courtyard Shoreham Road Upper Beeding Steyning West Sussex BN44 3TN
<b>Bankers</b>	HSBC Bank PLC 1/3 Warwick St Worthing BN11 3DE

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## CONTENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

	<b>Page</b>
Trustees' report	1 – 3
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Independent examiner's report	5
Statement of financial activities	6
Balance sheet	7
Notes to the accounts	8 - 13

# **THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**

## **TRUSTEES' ANNUAL REPORT**

### **FOR THE YEAR ENDED 31 DECEMBER 2021**

The trustees present their annual report, together with the financial statements for The Friends of St Mary's Church for the year ended 31 December 2021.

#### **Aims and Purposes as a Charity**

The Friends of St Mary's is a registered charitable trust, governed, administered and determined by the Trust Deed of April 1981. Its purpose is to carry out fundraising in order to assist with the funding of works associated with the maintenance and ongoing restoration to our Grade 1 listed church.

#### **Objectives and Activities**

In setting the objectives The Trustees have complied with the duty in section 4 of the Charities Act 2011 to have had due regard to the Charity Commission's guidance on public benefit. The main activities undertaken by the charity to further its charitable purpose for public benefit in 2021 were:

To carry out necessary maintenance to the church, as well as continuing to provide finance to enable the PCC to fund fees in respect of the appointed architects, Acanthus Clews.

#### **Maintenance and Repairs**

The Friends funded essential repairs to the guttering on the north side of the church, to the lightning conductor, to stonework repairs around the font and to stonework decay around the south transept window.

St Mary's remains on the Historic England Heritage at Risk Register (no 1192780) and the condition is listed as "poor".

Work has continued on uploading information to the Burial Ground Management System. Atlantic Geomatics who run the system now have an agreement with the Archbishop's Council to survey and map every Church of England churchyard. This will be done diocese by diocese over the next seven years and then linked to the Church Heritage Record. We are as yet to find out how this will link with the research done so far by our member of the congregation, for which we continue to be grateful.

The PCC is responsible for the maintenance of the Medieval Ruined Nave, a scheduled ancient monument, and we hope to make more of this as part of our heritage and for educational purposes.

#### **Social and Community Events**

Because of the continuing Covid19 pandemic social events were limited in 2021, we were unable to hold the annual Arts Festival, church tours and Heritage Lectures. Our first opportunity was on Ride and Stride Saturday last September when we sold goods inside and outside the Church all day to visiting cyclists and passers-by. The day saw the launch of our new Shoreham tea towel, designed by Rev'd Steve for the Friends, and the reprint of the popular canvas bag.

However, the monthly Farmer's Market coffee mornings in church resumed in October and sales of Christmas cards, bags, tea towels and stocking fillers were brisk.

# **THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**

## **TRUSTEES' ANNUAL REPORT**

### **FOR THE YEAR ENDED 31 DECEMBER 2021**

#### **Social and Community Events (continued)**

The coffee mornings are an ideal opportunity for anyone to look round the church, meet up with friends or just drop in and have a coffee and chat and a delicious piece of cake.

In December we were able to hold the Christmas Cheer coffee morning and many people were able to celebrate with non-alcoholic mulled wine, cakes and mince pies. Musicians from Birds and Stars entertained us and it was a very festive, happy and positive time.

The Friends have been contributing monthly articles to Inside Shoreham magazine. A variety of topics have been covered in the last year and all have been very well received.

We have also welcomed twenty four new members during the year which is such an encouragement.

All money raised by the Friends together with members' subscriptions, goes directly towards the maintenance of the church building for repairs, updating and maintenance. As a charitable organisation we receive no help from the government, County Council or the Church of England so we are completely reliant on fundraising within the congregation, the immediate and wider community and successful grant funding applications.

#### **Finance**

The main maintenance and repairs carried out in 2021 were to the south transept window (£3,534), guttering repairs (£7,068), to the lightning conductor (£3,522) lighting and electrics (£2,111), flag pole access (£1,320) and stonework around the font (£954).

Income for the year totalled £19,509 (2020: £20,498) with the majority of income continuing to be derived from donations, reclamation of VAT, Gift Aid and fundraising through Ride and Stride and social events helped to raise funds.

Expenditure for the year totalled £40,932 (2020: £44,612).

The charity recorded an overall deficit for the year of £21,423 (2020: £24,114).

#### **Reserves Policy**

The unrestricted funds are expendable at the discretion of the Trustees and the reserves policy was amended in 2019 to reflect the call on funds to be transferred to the PCC to progress the redevelopment of St Mary's. In the light of these circumstances the Trustees agreed that there should be a reduction in the contingency funds to £20,000 within the reserves to meet any essential maintenance that may arise. Free reserves totalled £59,945 at 31 December 2021 (2020: £81,365).

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## TRUSTEES' ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### Structure, governance and management of the charity

The Trustees as set out in the Trust Deed are the Vicar and Churchwardens of the Parish Church of St Mary de Haura New Shoreham, who are responsible to the PCC.

The Trustees in 2021 were the Churchwardens – John Tyson and Sue Clay. The treasurer is Phil Crompton and they meet on a regular basis. Revd Waizeneker retired on the 24th January 2021 and the parish currently is in vacancy. When appointed, the new incumbent will be appointed a trustee.

The Trustees have powers to appoint the following officials:

- Treasurer.
- Secretary.
- Chairman of the Friends Committee.
- Any other officials that the Trustees may consider to be important in support of the work of the Trust.

The Committee is elected from the membership of the members at the Annual General meeting of the Friends of St Mary's.

Legislation determining the constitution and workings of the Friends:

- The Incumbents and Churchwardens Trust's Measure of 1964
- The Parochial Church Council's (Powers) Measure 1956.

Vicar and Churchwardens report at each meeting of the PCC on the Fabric, any works that should be agreed, the Friends being asked to meet the costs involved dependent of the state of the finances of the Friends. The PCC is the employer and party to any contracts which may be formulated. The Friends will if possible and should circumstances allow, assist with the funding of works associated with the maintenance and ongoing restoration to our Grade 1 listed church.

#### Trustees-Ex Officio.

Mr John Tyson	Churchwarden and Trustee
Mrs Sue Clay	Churchwarden and Trustee

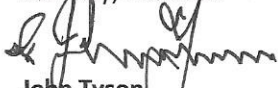
#### Executive Officers:

Mr Philip Crompton	Treasurer
Mrs Jayne Crompton	Secretary

#### Elected member:

Mrs Sarah Hadwen

This Trustees' Annual Report was approved by the Trustees and signed on their behalf by John Tyson and Sue Clay, Trustees:

  
John Tyson  
Churchwarden

  
Susan Clay  
Churchwarden

Dated... 29th March 2022

# **THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 DECEMBER 2021**

The trustees/executive committee are required by law of England and Wales to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and the financial position at the end of the year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees/Executive Committee are responsible for keeping accounting records which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

I report to the trustees on my examination of the accounts of The Friends of St Mary's Church Shoreham-by-Sea for the year ended 31 December 2021.

#### Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the 2011 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

*TC Group*

**Mr Jonathan Aikens FCA, DCHA**

**for and on behalf of TC Group**

The Courtyard  
Shoreham Road  
Upper Beeding  
Steyning  
West Sussex  
BN44 3TN

Dated: 4 April 2022

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCLUDING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

	Notes	Total funds 2021 £	Total funds 2020 £
<b>Income and endowments from:</b>	<b>4</b>		
Donations and legacies		<b>8,413</b>	19,405
Other trading activities		<b>11,066</b>	777
Investments		<b>30</b>	316
<b>Total income</b>		<b>19,509</b>	20,498
<b>Expenditure on:</b>	<b>5</b>		
Charitable activities		<b>39,937</b>	42,947
Fundraising		<b>995</b>	1,566
Other trading		-	99
<b>Total expenditure</b>		<b>40,932</b>	44,612
<b>Net movement in funds</b>		<b>(21,423)</b>	(24,114)
<b>Reconciliation of funds:</b>	<b>9</b>		
Total funds brought forward		<b>81,368</b>	105,482
<b>Total funds carried forward</b>		<b>59,945</b>	81,368

All income and expenditure in 2021 was unrestricted.  
All activity is continuing.

The notes on pages 7 to 13 form part of these accounts.

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## BALANCE SHEET

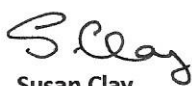
AS AT 31 DECEMBER 2021

	Notes	£	2021 £	£	2020 £
<b>Current assets</b>					
Debtors	10	2,975		2,975	
Cash at bank and in hand		57,930		79,353	
			<u>60,905</u>	<u>82,328</u>	
<b>Creditors: amounts falling due within one year</b>	11	(960)		(960)	
<b>Net current assets</b>			<u>59,945</u>		81,368
<b>Total assets less current liabilities</b>			<u>59,945</u>		<u>81,368</u>
<b>Net assets</b>			<u>59,945</u>		<u>81,368</u>
<b>The funds of the charity</b>					
Unrestricted funds			59,945		81,368
<b>Total charity funds</b>			<u>59,945</u>		<u>81,368</u>

The accounts were approved by the Trustees on ..... *21st March 2022*



John Tyson  
Churchwarden



Susan Clay  
Churchwarden

Charity number: 280315

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 1 Legal Status

The Charity is an unincorporated charitable trust registered in England and Wales, further details can be found on the front cover of these accounts.

#### 2 Accounting policies

##### 2.1 Accounting convention

The financial statements have been prepared under the Charities Act 2011 in accordance with applicable accounting standards and the current (2015) Statement Of Recommended Practice, Accounting and Reporting by Charities SORP (FRS 102).

The charity meets the definition of a public benefit entity under FRS 102. There are no material uncertainties about the charity's ability to continue as a going concern. This conclusion takes into account the financial effect of the Covid-19 pandemic.

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities.

The functional currency of the church is pounds sterling. Items in the accounts are rounded to the nearest pound.

##### 2.2 Funds accounting

Funds held by the Trust are:

Unrestricted funds - general funds which can be used for ordinary purposes.

##### 2.3 Income

All income is accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

##### Donations and legacies

Donations are recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

Gift aid recovered is recognised when the income to which it is attached is recognised.

Grants and legacies are recognised when the formal offer in writing of the funding, is received by the PCC and the charity becomes entitled to the income.

##### Other trading activities

Trading activities are where income is receivable in return for selling goods or providing services. Income from trading is recognised as entitlement of the funds are transferred to the charity, irrespective of date of receipt

##### Investment income

Interest entitlements are accounted for as they accrue.

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 2 Accounting Policies (continued)

#### 2.4 Expenditure

Expenditure is accounted for on an accruals basis and accounted for gross of VAT.

#### 2.5 Debtors

Amounts owing to the charity at 31 December are shown as debtors less provision for amounts that may prove uncollectible.

#### 2.6 Cash Flow Statement

In accordance with Section 7 of FRS 102 the charity is claiming exemption from the requirement to prepare a cash flow statement on account of its size.

#### 2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

#### 2.8 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

#### 2.9 Trustee remuneration

All the trustees donate their time spent running the charity on a voluntary basis and do not receive any remuneration for their work.

#### 2.10 Estimates and judgements

Estimates and underlying assumptions are reviewed by trustees on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

**3 Comparative Funds Statement of Financial Activities for the year ended 31 December 2020**

	Unrestricted funds 2020	Restricted funds 2020	Total Funds 2020
		£	£
<b>Income and endowments from:</b>			
Donations and legacies	11,606	7,799	19,405
Other trading activities	777	-	777
Investments	316	-	316
<b>Total income</b>	<u>12,699</u>	<u>7,799</u>	<u>20,498</u>
<b>Expenditure on:</b>			
Charitable activities	35,148	7,799	42,947
Fundraising	1,566	-	1,566
Other trading	99	-	99
<b>Total expenditure</b>	<u>36,813</u>	<u>7,799</u>	<u>44,612</u>
<b>Net movement in funds</b>	<u>(24,114)</u>	<u>-</u>	<u>(24,114)</u>
<b>Reconciliation of funds:</b>			
Total funds brought forward	105,482	-	105,482
<b>Total funds carried forward</b>	<u><u>81,368</u></u>	<u><u>-</u></u>	<u><u>81,368</u></u>

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

<b>4 Analysis of income and endowments:</b>	<b>Total Funds</b>	<b>Total Funds</b>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Rental income	<b>8,413</b>	15,405
Dividends and interest	-	4,000
	<hr/>	<hr/>
<b>Donations and legacies</b>	<b>8,413</b>	19,405
	<hr/>	<hr/>
Festival income	-	72
Other trading activities	<b>11,066</b>	705
	<hr/>	<hr/>
<b>Other trading activities</b>	<b>11,066</b>	777
	<hr/>	<hr/>
Interest receivable	<b>30</b>	316
	<hr/>	<hr/>
<b>Investments</b>	<b>30</b>	316
	<hr/>	<hr/>
	<b>19,509</b>	20,498
	<hr/> <hr/>	<hr/> <hr/>
<b>5 Analysis of expenditure on:</b>	<b>Total Funds</b>	<b>Total Funds</b>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Tower expenditure	-	16,098
PCC grants	-	2,207
Architect fees	<b>15,600</b>	4,154
Repairs and maintenance	<b>19,841</b>	12,950
NSCT donation	-	6,500
Other	<b>3,536</b>	78
Support costs (note 7)	<b>960</b>	960
	<hr/>	<hr/>
<b>Charitable activities</b>	<b>39,937</b>	42,947
	<hr/>	<hr/>
Fundraising activities	<b>995</b>	1,566
	<hr/>	<hr/>
<b>Fundraising</b>	<b>995</b>	1,566
	<hr/>	<hr/>
Festival costs	-	99
	<hr/>	<hr/>
<b>Other trading</b>	-	99
	<hr/>	<hr/>
<b>Total expended on all funds</b>	<b>40,932</b>	44,612
	<hr/> <hr/>	<hr/> <hr/>

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 6 Staff costs

No staff were employed by the charity during the year (2020: none).

#### 7 Support costs (including Governance costs)

	Unrestricted funds	Total 2021	Total 2020
	£	£	£
Independent examination	960	960	960
	<u>960</u>	<u>960</u>	<u>960</u>

#### 8 Trustees:

Trustees did not receive any remuneration for their role as trustee, or any expenditure reimbursements during 2021 or 2020.

#### 9 Analysis of net assets by fund

For the year ended 31 Dec 2021

	Unrestricted funds	Total 2021	Total 2020
	£	£	£
Current assets	60,905	60,905	82,328
Current liabilities	(960)	(960)	(960)
	<u>59,945</u>	<u>59,945</u>	<u>81,368</u>

#### Analysis of net assets by fund

For the year ended 31 Dec 2020

	Unrestricted funds	Total 2020	Total 2019
	£	£	£
Current assets	82,328	82,328	106,112
Current liabilities	(960)	(960)	(630)
	<u>81,368</u>	<u>81,368</u>	<u>105,482</u>

#### 10 Debtors

	Unrestricted funds	Total 2021	Total 2020
	£	£	£
PCC Hymn book loan	2,975	2,975	2,975
	<u>2,975</u>	<u>2,975</u>	<u>2,975</u>

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

<b>11 Creditors: amounts falling due within one year</b>	<b>Total</b>	<b>Total</b>
	<b>2021</b>	<b>2020</b>
	£	£
Accruals	<b>960</b>	960
	<hr/>	<hr/>
	<b>960</b>	960
	<hr/> <hr/>	<hr/> <hr/>

<b>12 Statement of funds</b>	<b>Balances</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Balances</b>
	<b>b/fwd</b>				<b>c/fwd</b>
	<b>1 Jan 2021</b>				<b>31 Dec 2021</b>
	£	£	£	£	£
<b>Unrestricted fund</b>					
General fund	<b>81,368</b>	<b>19,509</b>	<b>(40,932)</b>	-	<b>59,945</b>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	<b>81,368</b>	<b>19,509</b>	<b>(40,932)</b>	-	<b>59,945</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**Unrestricted funds** are not subject to any donor restrictions and can be spent as the trustees decide.

### 13 Control

The charity is under the control of the Trustees.

### 14 Taxation

As a charity, The Friends of St Mary's Church Shoreham by Sea is exempt from tax on income and gains to the extent that these are applied to its charitable objects.

### 15 Related party transactions

There were no related party transactions in 2021. During 2020, the charity wrote off a loan of £6,500 due from The New Shoreham Church Trust. Ian Tompkin and Ann Waizeneker are also Trustees of The New Shoreham Church Trust.

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA**

England & Wales - Charity number 280315

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# Accounts

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**Trustees Annual Report and Financial Report**

**The Friends of St Mary's Church, Shoreham-by-Sea**

Registered Charity 280315

**For the year ended 31 December 2020**

**Friends of St Mary's Church, Shoreham-by-Sea**

*Trustees:* The Reverend Canon Ann Waizeneker

Ian Tompkin, Edith Leslie

The Vicarage, Church Street, Shoreham-by-Sea BN43 5DQ

*Independent examiner:* TC Group, The Courtyard, Shoreham Road,

Upper Beeding, Steyning BN44 3TN

*Bankers:* HSBC Bank PLC, 1/3 Warwick St, Worthing BN11 3DE

**The Friends of St Mary's Church, Shoreham-by-Sea**  
**Registered Charity No 280315**

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Trustees annual report	1
Report of the Independent Examiner	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the accounts	9

## **THE FRIENDS OF ST MARY'S**

### **Trustees Annual Report for the Financial Year Ending 31st of December 2020 Registered Charity Number 280315**

#### **Aims and Purposes as a Charity**

The Friends of St Mary's is a registered charitable trust, governed, administered and determined by the Trust Deed of April 1981. Its purpose is to carry out fundraising in order to assist with the funding of works associated with the maintenance and ongoing restoration to our Grade 1 listed church.

#### **Objectives and Activities**

In setting the objectives The Trustees have complied with the duty in section 4 of the Charities Act 2011 to have had due regard to the Charity Commission's guidance on public benefit. The main activities undertaken by the charity to further its charitable purpose for public benefit in 2020 were:

To carry out necessary maintenance to the church, as well as continuing to provide finance to enable the PCC to fund the Project Development Manager until the end February 2020, and fees in respect of the appointed architects, Acanthus Clews.

#### **Maintenance and Repairs**

The PCC was successful in obtaining a grant from Historic England for repairs to the exterior stonework on the west wall above the main entrance door, in order that the interior lighting could be reinstated. As scaffolding was needed to carry out these works, it was decided to undertake further adjacent stonework repairs and the Friends of St Mary's funded this work which came to £16096 as well as financing the reinstatement of the lighting. We are very grateful for donations totalling £7798 received from the community and congregation towards the stonework repairs

The Friends also funded essential repairs to the boiler flues and to wood flooring in church and roof repairs. We are very thankful to have received £500 from St Mary of the Harbour Lodge towards the boiler flue repairs.

St Mary's remains on the Historic England Heritage at Risk Register (no 1192780) and the condition is listed as "poor".

Work continues on uploading information to the Burial Ground Management System and we continue to be very grateful to the member of the congregation undertaking this detailed research.

The PCC is responsible for the maintenance of the Medieval Ruined Nave, a scheduled ancient monument, and we hope to make more of this as part of our heritage and for educational purposes.

### **Social and Community Events**

Because of the Covid19 pandemic and national lockdown, all social events were stopped in March. This meant we were unable to hold the annual Arts Festival, church tours, Heritage Lectures or the monthly Farmer's Market coffee mornings in church to name but two of the many events usually run by the Friends.

### **Finance**

Income for the year totalled £20,498 (2019: £28,983), with the majority of income continuing to be derived from donations and legacy income.

Expenditure for the year totalled £44,612 (2019: £59,085). The Friends continued to provide finance for the Project Development Manager working on the redevelopment plans to the end of her contract in February 2020. A bequest, several generous donations, reclamation of VAT and Gift Aid helped to raise funds.

Necessary maintenance costs (including tower expenditure) came to £29,048 in 2020 (2019: £5,464).

The charity record an overall deficit for the year of £24,114 (2019: £30,102).

### **Reserves Policy**

The unrestricted funds are expendable at the discretion of the Trustees and the reserves policy was amended in 2019 to reflect the call on funds to be transferred to the PCC to progress the redevelopment of St Mary's. In the light of these circumstances the Trustees agreed that there should be a reduction in the contingency funds to £20,000 within the reserves to meet any essential maintenance that may arise.

The charity held reserves of £81,368 at the year end (2019: £105,482).

### **Structure, governance and management of the charity**

The Trustees as set out in the Trust Deed are the Vicar and Churchwardens of the Parish Church of St Mary de Haura New Shoreham, who are responsible to the PCC.

The Trustees have powers to appoint the following officials:

- Treasurer.
- Secretary.
- Chairman of the Friends Committee.
- Any other officials that the Trustees may consider to be important in support of the work of the Trust.

The Committee is elected from the membership of the members at the Annual General meeting of the Friends of St Mary's.

Legislation determining the constitution and workings of the Friends:

- The Incumbents and Churchwardens Trust's Measure of 1964
- The Parochial Church Council's (Powers) Measure 1956.

Vicar and Churchwardens report at each meeting of the PCC on the Fabric, any works that should be agreed, the Friends being asked to meet the costs involved dependent of the state of the finances of the Friends. The PCC is the employer and party to any contracts which may be formulated. The Friends will if possible and should circumstances allow, assist with the funding of works associated with the maintenance and ongoing restoration to our Grade 1 listed church.

### **Proposed Changes to the Committee**

In 2020, the Trustees proposed a restructure to the membership of the existing committee in order to deliver the most efficient strategic direction. The Trustees suggested a smaller executive committee to focus on the areas of marketing, increasing membership and grant funding. The proposed new committee structure will operate alongside a PCC fundraising committee, whose remit will be to raise income and revenue for all aspects of the running of the church and parish, with a focus on event fundraising.

The Trust Deed of the Friends, (May 1981) allows the Trustees (Vicar and Churchwardens), considerable flexibility in such matters as delegation. In line with these delegated powers and bearing in mind the urgent need for moving the Friends forward the Trustees proposed the following:

1. A new committee to replace the existing committee and to consist of:
  - Vicar and Churchwardens as the Trustees.
  - Secretary and Treasurer as Executive Officers.
  - One member elected from the membership.
  - The Committee to co-opt other members from outside as required.
2. One Churchwarden for the next year to act as Chairman of the Committee, but making allowance for a future chairman to come from outside the existing committee.
3. In accordance with the Trust Deed the new committee to be responsible to the Trustees. Both Trustees and Committee are responsible to the PCC.

This proposal was approved by the PCC on 17 November 2020 and adopted at the Friends' AGM on 25 November 2020 where the Committee membership was confirmed as follows:

**Trustees-Ex Officio.**

The Reverend Canon Ann Waizeneker	Vicar and Chairman of the Trustees
Mr Ian Tompkin.	Churchwarden and Trustee, and Chairman of the Committee
Mrs Sue Clay	Churchwarden and Trustee

**Executive Officers:**

Mr Philip Crompton	Treasurer
Mrs Jayne Crompton	Secretary

**Elected member:**

Mrs Sarah Hadwen

**Risk**

The trustees hold overall responsibility for risk management of the organisation and have conducted a review of the major risks to which the organisation is exposed. Consequently and where appropriate, systems or procedures have been established to manage the risks that the charity faces.

**COVID-19**

The charity continue to monitor their reserves position in light of the COVID-19 pandemic and manage expenditure to ensure sufficient reserves are held for the charity to continue in existence. The trustees consider the charity to be a going concern. This conclusion takes into account the financial effect pf the COVID-19 pandemic.

### **Statement of Trustees'/Executive Committee Responsibilities**

The trustees/executive committee are required by law of England and Wales to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and the financial position at the end of the year.

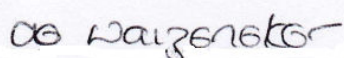
In preparing those financial statements the trustees are required to:

- a) Select suitable accounting policies and then apply them consistently
- b) Observe the methods and principles in the Charities SORP
- c) Make judgement and estimates that are reasonable and prudent
- d) State whether applicable accounting standard and statements of recommended practice have been followed, subject to any material departures, disclosed and explained in the financial statements
- e) Prepare the statements on a going concern basis unless it is inappropriate to presume that the Association will continue in operation.

The trustees/executive committee are responsible for keeping accounting records which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

This Trustees' Annual Report was **approved** by the Trustees and signed on their behalf by The Reverend Canon Ann Waizeneker, Chairman of the Trustees

Date: 27 April 2021



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE FRIENDS OF ST MARY'S CHURCH, SHOREHAM-BY-SEA**

---

I report on the charity trustees on my examination of the accounts of the Charity for the year ended 31 December 2020.

### **Responsibilities and basis of report**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 145 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

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

1. accounting records were not kept in respect of the section 130 of the 2011 Act;  
or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of the 2011 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Signed:

*TC Group*

**Mr Jonathan Aikens ACA, DChA  
for and on behalf of TC Group**

The Courtyard  
Shoreham Road  
Upper Beeding  
Steyning  
West Sussex  
BN44 3TN

Dated: 28 April 2021

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM BY SEA CHARITY NUMBER: 280315**

**Statement of Financial Activities  
for the year ended 31 December 2020**

	<b>Unrestricted Funds</b>	<b>Restricted Fund/s</b>	<b>Total Funds 2020</b>	<b>Total Funds 2019</b>	<i>Notes</i>
	£	£	£	£	
<b>Income and endowments from:</b>					
Donations and legacies	11,606	7,799	<b>19,405</b>	22,255	
Other trading activities	777	-	<b>777</b>	6,049	
Investments	316	-	<b>316</b>	679	
<b>Total income</b>	<b>12,699</b>	<b>7,799</b>	<b>20,498</b>	28,983	4
<b>Expenditure on:</b>					
Charitable activities	35,148	7,799	<b>42,947</b>	56,013	
Fundraising	1,566	-	<b>1,566</b>	2,035	
Other trading	99	-	<b>99</b>	1,037	
<b>Total expenditure</b>	<b>36,813</b>	<b>7,799</b>	<b>44,612</b>	59,085	5
<b>Net movement in funds</b>	<b>(24,114)</b>	-	<b>(24,114)</b>	(30,102)	
<b>Reconciliation of funds:</b>					9
Total funds brought forward	105,482	-	<b>105,482</b>	135,584	
<b>Total funds carried forward</b>	<b>81,368</b>	-	<b>81,368</b>	105,482	

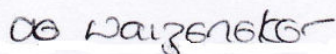
# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM BY SEA

## Balance Sheet at 31 December 2020

	Total Funds <u>2020</u>	Total Funds <u>2019</u>	Notes
	£	£	
Debtors	2,975	9,475	10
Cash at bank and in hand	79,353	96,637	
<b>Total current assets</b>	<b>82,328</b>	106,112	
Creditors: Amounts falling due within one year	(960)	(630)	11
<b>Net current assets</b>	<b>81,368</b>	105,482	
<b>Total assets less current liabilities</b>	<b>81,368</b>	105,482	
<b>Total net assets</b>	<b>81,368</b>	105,482	
<b>The funds of the charity:</b>			
Unrestricted funds	81,368	105,482	
<b>Total charity funds</b>	<b>81,368</b>	105,482	9

This Annual Financial Report, for the year ended 31st December 2020, including the notes following, was approved by the Trustees and signed on their behalf by

The Revd Ann Waizeneker, Chair of Trustees  
Date: 27 April 2021



Charity number: 280315

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM BY SEA

## Notes to the financial report for the year ended 31 December 2020

### 1 Legal Status

The Charity is an unincorporated charitable trust registered in England and Wales, further details can be found on the front cover of these accounts.

### 2 Accounting policies

#### a Accounting convention

The financial statements have been prepared under the Charities Act 2011 in accordance with applicable accounting standards and the current (2015) Statement Of Recommended Practice, Accounting and Reporting by Charities SORP (FRS 102).

The charity meets the definition of a public benefit entity under FRS 102. There are no material uncertainties about the charity's ability to continue as a going concern. This conclusion takes into account the financial effect of the Covid-19 pandemic.

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities.

The functional currency of the church is pounds sterling. Items in the accounts are rounded to the nearest pound.

#### b Funds accounting

Funds held by the PCC are:

*Unrestricted funds* - general funds which can be used for ordinary purposes.

*Restricted funds* - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the charity for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

#### c Income

All income is accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

##### Donations and legacies

*Donations are recognised when* there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

*Gift aid recovered* is recognised when the income to which it is attached is recognised.

*Grants and legacies* are recognised when the formal offer in writing of the funding, is received by the PCC and the charity becomes entitled to the income.

##### Other trading activities

*Trading activities* are where income is receivable in return for selling goods or providing services. Income from trading is recognised as entitlement of the funds are transferred to the charity, irrespective of date of receipt.

##### Investment income

Interest entitlements are accounted for as they accrue.

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM BY SEA

## Notes to the financial report (continued) for the year ended 31 December 2020

### **d Expenditure**

Expenditure is accounted for on an accruals basis and accounted for gross of VAT.

### **e Debtors**

Amounts owing to the charity at 31 December are shown as debtors less provision for amounts that may prove uncollectible.

### **f Cash Flow Statement**

In accordance with Section 7 of FRS 102 the charity is claiming exemption from the requirement to prepare a cash flow statement on account of its size.

### **g Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

### **h Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

### **i Trustee remuneration**

All the trustees donate their time spent running the charity on a voluntary basis and do not receive any remuneration for their work.

### **j Estimates and judgements**

Estimates and underlying assumptions are reviewed by trustees on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM BY SEA

## Notes to the accounts (continued)

### 3 Comparative Funds Statement of Financial Activities for the year ended 31 December 2019

	Unrestricted Funds	Restricted Fund/s	Total Funds 2019	Notes
	£	£	£	
<b>Income and endowments from:</b>				
Donations and legacies	13,355	8,900	22,255	
Other trading activities	6,049	-	6,049	
Investments	679	-	679	
<b>Total income</b>	<b>20,083</b>	<b>8,900</b>	<b>28,983</b>	4
<b>Expenditure on:</b>				
Charitable activities	41,272	14,741	56,013	
Fundraising	2,035	-	2,035	
Other trading	1,037	-	1,037	
<b>Total expenditure</b>	<b>44,344</b>	<b>14,741</b>	<b>59,085</b>	5
<b>Net movement in funds</b>	<b>(24,261)</b>	<b>(5,841)</b>	<b>(30,102)</b>	
<b>Reconciliation of funds:</b>				9
Total funds brought forward	129,743	5,841	135,584	
<b>Total funds carried forward</b>	<b>105,482</b>	<b>-</b>	<b>105,482</b>	

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM BY SEA**  
**Notes to the financial report (continued)**  
**for the year ended 31 December 2020**

	Unrestricted Funds	Restricted Fund/s	Total Funds 2020	Total Funds 2019
	£	£	£	£
<b>4 Analysis of income and endowments:</b>				
Donations	7,606	7,799	<b>15,405</b>	13,355
Grants	4,000	-	<b>4,000</b>	8,900
<b>Donations and legacies</b>	<b>11,606</b>	<b>7,799</b>	<b>19,405</b>	<b>22,255</b>
Festival income	72	-	<b>72</b>	2,666
Other trading Activities	705	-	<b>705</b>	3,383
<b>Other trading activities</b>	<b>777</b>	<b>-</b>	<b>777</b>	<b>6,049</b>
Interest receivable	316	-	<b>316</b>	679
<b>Investments</b>	<b>316</b>	<b>-</b>	<b>316</b>	<b>679</b>
<b>Total received on all funds</b>	<b>12,699</b>	<b>7,799</b>	<b>20,498</b>	<b>28,983</b>

	Unrestricted Funds	Restricted Fund/s	Total Funds 2020	Total Funds 2019
	£	£	£	£
<b>5 Analysis of expenditure on:</b>				
Tower expenditure	16,098	-	<b>16,098</b>	-
Music at St Mary de Haura transfer	-	-	-	8,058
PCC grants	2,207	-	<b>2,207</b>	21,968
Architect fees	4,154	-	<b>4,154</b>	19,800
Repairs and maintenance	5,151	7,799	<b>12,950</b>	5,464
NSCT donation	6,500	-	<b>6,500</b>	-
Other	78	-	<b>78</b>	93
Support costs (note 7)	960	-	<b>960</b>	630
<b>Charitable activities</b>	<b>£35,148</b>	<b>£7,799</b>	<b>42,947</b>	<b>56,013</b>
Fundraising activities	1,566	-	<b>1,566</b>	2,035
<b>Fundraising</b>	<b>£1,566</b>	<b>-</b>	<b>1,566</b>	<b>2,035</b>
Festival costs	99	-	<b>99</b>	1,037
<b>Other trading</b>	<b>£99</b>	<b>-</b>	<b>99</b>	<b>1,037</b>
<b>Total expended on all funds</b>	<b>36,813</b>	<b>7,799</b>	<b>44,612</b>	<b>59,085</b>

**THE FRIENDS OF ST MARY'S CHURCH SHOREHAM BY SEA**  
**Notes to the financial report (continued)**  
**for the year ended 31 December 2020**

**6 Staff costs**

No staff were employed by the charity during the year (2019: none).

	Unrestricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£
<b>7 Support costs (including Governance costs)</b>			
Independent examination	960	<b>960</b>	630
	<b>960</b>	<b>960</b>	630

**8 Trustees:**

Trustees did not receive any remuneration for their role as trustee, or any expenditure reimbursements during 2020 or 2019.

	Unrestricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£
<b>9 Analysis of net assets by fund - year ended 31 Dec 2020</b>			
Current assets	82,328	<b>82,328</b>	106,112
Current liabilities	(960)	<b>(960)</b>	(630)
	<b>£81,368</b>	<b>£81,368</b>	105,482

	Unrestricted Funds	Total Funds 2019	Total Funds 2018
	£	£	£
<b>Analysis of net assets by fund - year ended 31 Dec 2019</b>			
Current assets	106,112	<b>106,112</b>	126,098
Current liabilities	(630)	<b>(630)</b>	(600)
	<b>£105,482</b>	<b>£105,482</b>	125,498

	Unrestricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£
<b>10 Debtors</b>			
PCC Hymn book loan	2,975	<b>2,975</b>	2,975
Loan - trustees of St Mary's Hall	-	-	6,500
	<b>£2,975</b>	<b>£2,975</b>	9,475

	Unrestricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£
<b>11 Creditors: amounts falling due within one year</b>			
Accruals	960	<b>960</b>	630
	<b>£960</b>	<b>£960</b>	630

# THE FRIENDS OF ST MARY'S CHURCH SHOREHAM BY SEA

## Notes to the financial report (continued)

for the year ended 31 December 2020

	Balances b/fwd 1 Jan 2020	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2020
	£	£	£	£	£
<b>12 Statement of funds</b>					
<b>Unrestricted Fund</b>					
General fund	105,482	12,699	(36,813)	-	81,368
	<b>105,482</b>	<b>12,699</b>	<b>(36,813)</b>	-	<b>81,368</b>
<b>Restricted Funds</b>					
Stone wall appeal	-	7,799	(7,799)	-	-
	-	<b>7,799</b>	<b>(7,799)</b>	-	-
<b>Total funds</b>	<b>105,482</b>	<b>20,498</b>	<b>(44,612)</b>	-	<b>81,368</b>

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

The Stone Wall Fund relates to funds raised specifically for stone wall repairs.

*Unrestricted funds* are not subject to any donor restrictions and can be spent as the trustees decide

### 13 Control

The charity is under the control of the Trustees.

### 14 Taxation

As a charity, The Friends of St Mary's Church Shoreham by Sea is exempt from tax on income and gains to the extent that these are applied to its charitable objects.

### 15 Related party transactions

During the year, the charity wrote off a loan of £6,500 due from The New Shoreham Church Trust. Ian Tompkin and Ann Waizeneker are also Trustees of The New Shoreham Church Trust.