

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

Trustees	John Tyson Susan Clay
Charity number	280315
Principal address and registered office	25 Overmead Shoreham-By-Sea BN43 5NS
Independent Examiners	TC Group The Courtyard Shoreham Road Upper Beeding Steyping West Sussex BN44 3TN
Bankers	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 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 £
Income and endowments from:	4		
Donations and legacies		8,413	19,405
Other trading activities		11,066	777
Investments		30	316
Total income		19,509	20,498
Expenditure on:	5		
Charitable activities		39,937	42,947
Fundraising		995	1,566
Other trading		-	99
Total expenditure		40,932	44,612
Net movement in funds		(21,423)	(24,114)
Reconciliation of funds:	9		
Total funds brought forward		81,368	105,482
Total funds carried forward		59,945	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

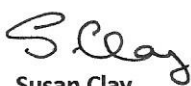
AS AT 31 DECEMBER 2021

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

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

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

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

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

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

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.