

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

Trustees	Rev Andrew Bennison Susan Clay Edward Downes
Charity number	280315
Principal address and registered office	St Mary De Haura Parish Office 1 New Road Shoreham-By-Sea BN43 6RA
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 2023

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 rebbed 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

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

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

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
Mr Edward Downes
Mrs Sue Clay

Vicar, Trustee and Chair of the Committee
Churchwarden and Trustee
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 Churchwardens

Sue Clay



Edward Downes



Dated

20/3/24

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

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.

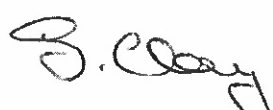
THE FRIENDS OF ST MARY'S CHURCH SHOREHAM-BY-SEA

BALANCE SHEET

AS AT 31 DECEMBER 2023

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

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

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

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

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

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.