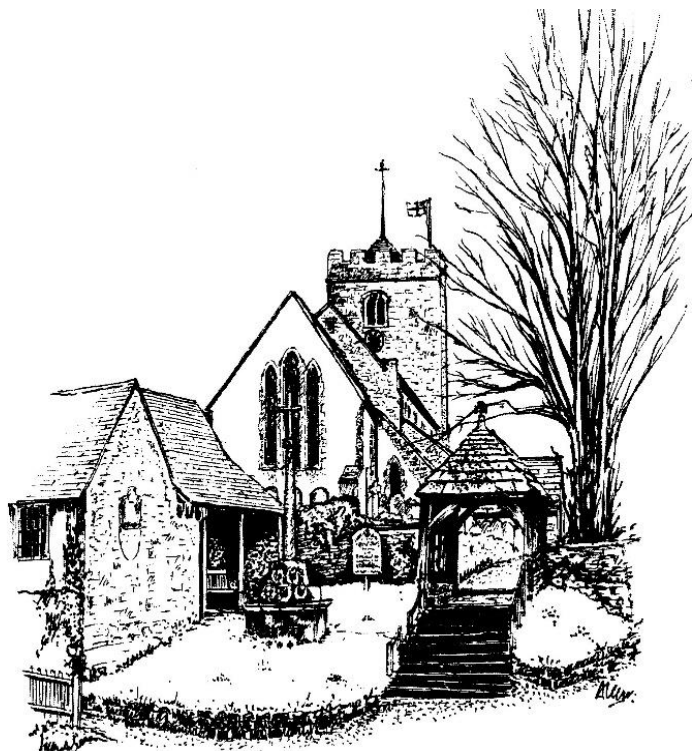


TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS

The Parochial Church Council of
ST MARY'S CHURCH, PULBOROUGH
Registered Charity No. 1132137
For the year ended 31 December 2019



CONTENTS

| | Page |
|--|------|
| Trustees Annual Report for 2019 | 2 |
| Statement of Financial Activities (SOFA) | 8 |
| Balance Sheet | 9 |
| Notes to the Accounts | 10 |
| Report of the Independent Examiner | 19 |
| Appendix – Annual Reports for 2019 from all our Groups | 20 |

St Mary's Church, Church Place, Pulborough, West Sussex, RH20 1AF
Incumbent: The Rector, The Reverend Canon Paul Seaman, The Rectory, Hillcrest Park,
Pulborough, West Sussex, RH20 2AW
Independent Examiner: Sue Etheridge ACMA, Andrews, Rectory Lane,
Pulborough, West Sussex RH20 2AD
Bankers: The National Westminster Bank, 5 East Street, Chichester, West Sussex. PO19 1HH

Parochial Church Council of St Mary's, Pulborough
Registered Charity No. 1132137

Trustees Annual Report for 2019

The Rector writes:

2019 proved to be another busy year for us as a church and PCC. The course of the Christian Year is punctuated by the major festivals and special seasons, in which we celebrate and highlight the central truths of our faith and, together, we work to enable those truths to come alive for others who are not regular members of the congregation. As a PCC, we seek to lead our church in being a real blessing to the people of this parish of Pulborough, as well as to those outside the parish who have long made the church here their spiritual home.

I am personally very grateful for a very committed group of people, including the officers of the PCC and others who give so much time and energy to ensuring that the business of the parish runs smoothly. This ensures that it doesn't detract too much from the mission and ministry that God calls us to, which is the reason why we are here and why our beautiful church building was built to dominate the skyline of our village.

I commend the Trustees Annual Report and Financial Statements to you as a testimony to all the hard work and effort given by the members of our PCC, along with others in our congregation and in the wider community. There are some encouraging things to report, with an approximately 12% increase in our regular congregation in 2019, as well as an increase in our regular giving, following our stewardship appeal at the beginning of the year. However, we still have challenges ahead in regard to these aspects of church life as we build on the work we have already begun.

In 2020 we look forward to celebrating 800 years of the present church building and launching our special 800 Appeal, so that essential repairs can be carried out and parts of the church can have a much needed redecoration! We also hope to revitalise the Friends of Pulborough Parish Church, so that our historic building can benefit from a wider support base than just the regular local givers and supporters. In this year we hope to make our presence as a church even more apparent in the village and beyond, as we work with others to provide an important service to the people of this area. Let's all respond wholeheartedly to God and His generosity towards us, by giving of our best to the work which lies ahead of us, always finding joy in His service.

May God continue to bless us all.

With my thanks and prayers for another good year ahead.

Canon Paul Seaman

Structure, governance and management

The Parochial Church Council (PCC) is a charity, but it is excepted from registering with the Charity Commission within the meaning of Section 30 of the Charities Act 2011.

During the year, the following served as members of the PCC:

Ex Officio Members

| | | |
|-----------|--------------------------------|------------|
| Incumbent | The Reverend Canon Paul Seaman | Chair |
| Wardens | Mrs Alyson Heath | Vice-Chair |
| | Mrs Ann Kaiser | |
| Reader | Mr Tony Holloway | |

Elected Members

| | |
|-----------------------|----------------------|
| Mr Matt Cargill | |
| Mr Peter Gregory | |
| Mrs Antoinette Hayes | |
| Mr Austen Hindman | Safeguarding Officer |
| Mr Brian Hunter | Treasurer |
| Mrs Ann Kaiser | |
| Mrs Janet Lees | |
| Ms Susan Scholefield | PCC Secretary |
| Mr Arthur Varndell | |
| Mrs Jacquie Walbridge | |

Co-opted Member Ms Elizabeth Hunt

Deanery Synod

Mr Rob Aylott
Mrs Alyson Heath
Ms Susan Scholefield

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex officio members (the incumbent/priest in charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synod and 12 members of the church who have previously been elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

Aim and Purposes

The primary objective of St Mary's PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the Incumbent, The Reverend Canon Paul Seaman, in promoting in the ecclesiastical parish the whole mission of the church pastoral, evangelistic, social and ecumenical.

Achievements and Performance

Church Attendance

At the last Annual Parochial Church Meeting there were 135 people recorded on the Church Electoral Roll, of whom 103 were residents and 32 non-residents of the parish.

On a usual Sunday in 2019, there were 85 people in the congregation. In the course of the year there were 9 baptisms, 3 marriages and 5 funeral services were held in our church. There were 5 people for whom a committal only or a burial of ashes only was conducted by a member of our ministry team. A full funeral service at a crematorium was conducted for one person by a member of our ministry team.

The PCC and the Standing Committee both met 8 times during the year, including a PCC Saturday 'away morning', ensuring the good oversight of the various groups and areas of worship, mission, pastoral care, work and legislation to ensure our safe, fruitful and enjoyable church life. The PCC receives and reviews regular reports giving us knowledge of the progress of our objectives. We are most grateful to those who produce minutes, reports, service booklets and the magazine and to those who circulate them and particularly to the leaders of our three Parish Mission Action Plan groups.

Group A – Growth both Spiritual and Numerical

1. To increase the number in our church family and better utilise their gifts, talents and support.
2. To increase the church family and wider community's awareness of the costs to maintain and grow the church.

Group B – Re-imagining Ministry

1. To help all members of the church family realise their unique baptismal calling to service and encourage them to exercise that ministry more effectively.
2. To make use of the opportunities open to us through the celebration of life events (eg baptisms, funerals and weddings) and through our involvement in our church school.

Group C – Contributing to the Common Good

1. To enable the church and immediate surroundings to play a greater role in the life of the parish by providing a welcoming and flexible space for both worship and community events.
2. To strengthen and develop our church's links with groups and organisations in the village, parish and wider community.

Mission Action Plan Group A – Growth both Spiritual and Numerical

During 2019 Map Group A met regularly to discuss two priorities.

1. To increase the number in our church family and better utilise their gifts, talents and support.

We have focused on developing the first Sunday of the month 10.30am worship. Early Birds has now moved to the last Sunday of the month to enable the children to prepare for the service the following week. The numbers at this service have grown over the year and we have received positive feedback, with children and younger people of the congregation taking a greater role within the service. Discussions on developing our worship for children and young people will continue through 2020.

2. To increase the church family and wider community's awareness of the costs to maintain and grow the church.

The group put together a stewardship campaign focussing on the importance of regular giving. We gave presentations during several services in 2019. We introduced contactless payments and a QR code to support our 800 Appeal. We need to ensure we are paying our Parish Share as soon as possible. The appeal had a positive response as our giving went from £43,324 in 2018 to £55,881 in 2019. We still have a mountain to climb but we are on our way!

Alyson Heath

Mission Action Plan Group B – Re-imagining Ministry

The group met on six separate occasions during the year 2019. Reports from these meetings were forwarded to the PCC Secretary for inclusion in all subsequent council meetings and accepted accordingly.

The PCC guidelines for this specific group were as follows:

1. To help all members of the church family realise their unique baptismal calling to service and encourage them to exercise that ministry more effectively.
2. To make use of the opportunities open to us through the celebration of life events (eg baptisms, funerals and weddings) and through our involvement in our church school.

Our discussions were also to reflect the diocesan initiative from the Church of England paper 'Setting God's People Free'. With the new diocesan strategy – 'Vision for Growth' – being rolled out from 2020-2025, we have additional helpful resources to guide our discussions.

One such idea that is being worked on by the group is that of starting up a 'Young Mums' Drop-in Centre' hopefully to be housed within the Pulborough youth hut adjacent to St Mary's School where, for one morning a week, Mums (and Dads) may call by to chat together, having already taken their older children into school. The idea is based on a very successful 'Hub' gathering that has met for the past five years once a week in the village library for generally older folk in the community.

The inter-play between school/church/village community is core to all our thinking as we work on our 'Re-imagining Ministry' remit whilst at the same time encouraging our existing church community to share and develop their own personal faith.

Tony Holloway

Mission Action Plan Group C – Contributing to the Common Good

Our remit:

1. To enable the church and immediate surroundings to play a greater role in the life of the parish by providing a welcoming and flexible space for both worship and community events.
2. To strengthen and develop our church's links with groups and organisations in the village, parish and wider community.

One of the main aims was to re-establish the 'Friends'. During the year it was agreed that 'Friends of Pulborough Parish Church' be the designated name. The need for a 'Chairman' continued to be a priority and it is hoped with the launch of the 800 Appeal this will broaden the scope and the post will be filled.

Following consultation with the PCC and congregation, it was agreed to retain the pipe organ and to restore the instrument. Various fund-raising events were held during the year and the Organ Fund continued to grow financially.

Two monthly events to attract members from the wider community were established during the year. Singing for Pleasure with Michael Pioli and Talks by professional speaker Mark Perry-Nash have proved very successful and financially helpful for the Church Fabric Fund.

Towards the end of the year it was agreed that estimates be sought to re-decorate The Chancel and Lady Chapel as part of the 800 years of St Mary's church celebration.

Ann Kaiser

Building Maintenance and Fabric Report for the year to 31 December 2019

The major objective is to preserve, maintain and where possible improve the building, contents and surrounds for the benefit of everyone whether local or visiting. That the effort is appreciated is

evidenced by the many remarks in the church visitors' book and by the verbal tributes on the state of the churchyard and the internal beauty of the church. All this has to be done within the financial constraints imposed by all the demands upon our income wherever that arises.

Churchwardens' working parties continue on the first Saturday each month, carrying out a multitude of different tasks in and around the church and churchyard. Thanks are extended to all those who turn up each month and who have then or at other times done all the odd jobs which contribute so much to the upkeep of the church and churchyard. The paths and gullies are swept and weeded, path edgings maintained and the churchyard tidied. It is particularly good to have families coming to the working party.

The Parish Council awarded a grant of £500 towards the significant cost of keeping the churchyard tidy and the grass cut. We are most grateful for this and to the contractor who does the hard work every month.

During 2019 activities included:

- Cleaning all the brassware used in connection with services.
- Arranging for maintenance and servicing of the boiler, portable electric equipment, clock, alarm system, bells and fire extinguishers.
- Authority was obtained and trees in the churchyard trimmed with particular attention to removal of low hanging branches which impeded grass cutting and general maintenance.
- The Inspecting Architect carried out a detailed inspection of the fabric. This is required every 5 years. The subsequent Report noted that everything is well maintained and that there was nothing of an urgent nature. However, it did note a number of items of work which will be required in the near future.
- The PCC agreed to:
 - a) ask the Architect to provide estimates of the likely cost for:
 - i) re-pointing and other external work requiring high level access or specialist attention;
 - ii) decoration and associated repairs to the Chancel.
 - b) form a Task Group to look at the matters raised by the Report and to provide advice regarding how the work might be progressed.
- An insurance claim was negotiated and settlement achieved which will cover the cost of repairs to the organ.
- Paperwork was prepared and authorities obtained for:
 - a) installation of a sign regarding War Graves in the churchyard;
 - b) work in the churchyard carried out by the owner of Vergers Cottage;
 - c) repairs to be carried out to the organ to be executed in 2020;
 - d) installation of a CCTV system in 2020 which will allow the church to be kept open.
- A meeting was held with our insurers who are understood to be making a revaluation of the whole of the insurance risk. All our risk assessment and similar papers were reviewed and the whole church and fabric items inspected. During the meeting the conclusions appeared favourable but the formal report had not been issued before the end of the year so final conclusions are pending.

Alyson Heath and Ann Kaiser, Churchwardens

Safeguarding Report for 2019

As a parish we have continued to develop our practice in the area of Safeguarding and are following the Diocese's strategy 'Simple Quality Protects' (<https://safeguarding.chichester.anglican.org.sqp/>). To this end, Peter Gregory and I ran refresher training in Safeguarding and Health and Safety

arrangements in September, to ensure that all those who lead activities in the church are focused on keeping visitors safe.

Members of the PCC and the leaders of groups who use the church building have all completed the Church of England's core module in Safeguarding. This is available to everyone at <https://safeguardingtraining.cofeportal.org/> and I would recommend it to all members of the congregation who are keen to know more about this area of church life.

We have our first review of Safeguarding in March 2020. This is an opportunity for us to receive feedback from the Diocese, which will lead to an Action Plan that we will present to the PCC and share with the congregation.

Austen Hindman, Safeguarding Officer

PCC Financial Review for 2019

In 2019 the PCC made an operating profit on unrestricted day to day income and expenditure in the region of £8,000. This was largely due to unexpected income from Donations and Legacies totalling £8,000.

Regular giving increased by £10,000 which was an excellent result following the Stewardship campaign, but we received £6,000 less income from Weddings and Funerals.

In 2019 our regular giving brought in £55,500 and in 2020 our pledged payment for our Diocesan Share is £57,200 which is 85% of our quotation. Our regular giving must be used to finance our Diocesan Share and for us to reach our 100%, which will likely be in the region of £68,500 in 2021, we still need to increase our regular giving by £13,500 in 2020.

In summary, we need our Stewardship campaign to re-focus our attention on increasing our regular giving through Planned Giving and collections in 2020 in order to get nearer to the 100%.

In 2019 we were once again able to cover the expenditure on Churchyard maintenance by using the income from the Endowment set up from the Frost Legacy.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds which equates to approximately three months of unrestricted payments as a contingency against unforeseen situations.

The PCC has Endowment investments of £115,000 of which in the region of £50,000 can be used for approved Church Projects if required.

It is PCC policy to invest temporarily surplus funds with the CBF Church of England deposit fund.

Brian Hunter, Treasurer

Approved by the PCC and signed on their behalf by

The Rector, The Reverend Canon Paul Seaman:

.....

Date.....

| Parochial Church Council of St Mary Pulborough - Registered Charity No. 1132137 | | | | | | | | |
|---|--|--|-------|------------------|------------------|-------------------|-------------------|------------|
| STATEMENT OF FINANCIAL ACTIVITIES | | | | | | | | |
| For the YEAR ENDED 31st DECEMBER 2019 | | | | | | | | |
| | | | | | | | TOTAL | TOTAL |
| | | | Notes | Unrestricted | Restricted | Endowment | FUNDS | FUNDS |
| | | | | Funds | Funds | Funds | 2019 | 2018 |
| | | | | £ | £ | £ | £ | £ |
| Incoming resources | | | | | | | | |
| <i>Donations & Legacies</i> | | | | 74,638.39 | 23,269.28 | 0.00 | 97,907.67 | 64,877.74 |
| <i>Other Trading Activities</i> | | | | 7,643.92 | 844.00 | 0.00 | 8,487.92 | 9,444.89 |
| <i>Investment Income</i> | | | | 3,535.90 | 9,805.82 | 0.00 | 13,341.72 | 3,698.56 |
| <i>Charitable Activities</i> | | | | 6,984.60 | 0.00 | 0.00 | 6,984.60 | 16,494.50 |
| <i>Friends of St. Mary</i> | | | | 0.00 | 719.90 | 0.00 | 719.90 | 0.00 |
| Total income | | | 2 | 92,802.81 | 34,639.00 | 0.00 | 127,441.81 | 94,515.69 |
| Resources expended | | | | | | | | |
| <i>Raising Funds</i> | | | | 147.25 | 0.00 | 0.00 | 147.25 | 142.59 |
| <i>Other trading activities</i> | | | | 0.00 | 0.00 | 0.00 | 0.00 | 281.75 |
| <i>Charitable activities</i> | | | | 85,075.96 | 18,913.10 | 0.00 | 103,989.06 | 91,528.81 |
| Total resources expended | | | 3 | 85,223.21 | 18,913.10 | 0.00 | 104,136.31 | 91,953.15 |
| Net incoming/ (outgoing) resources before transfers | | | | 7,579.60 | 15,725.90 | 0.00 | 23,305.50 | 2,562.54 |
| <i>Gross transfers between funds</i> | | | | 14,567.70 | (1,567.70) | | 13,000.00 | 770.00 |
| Net incoming/ (outgoing) resources before other recognised gains/losses | | | | 22,147.30 | 14,158.20 | 0.00 | 36,305.50 | (3,050.28) |
| <i>Gains/(losses) on revaluation of fixed assets and investments</i> | | | | 737.03 | 0.00 | 13,501.74 | 14,238.77 | 14,829.09 |
| <i>Gains/(losses) on disposal of investment assets</i> | | | | | | | 0.00 | 0.00 |
| Net movement in funds | | | | 22,884.33 | 14,158.20 | 13,501.74 | 50,544.27 | 11,778.81 |
| Total funds brought forward at 1st January 2019 | | | | | | | | |
| As originally stated | | | | 21,144.77 | 12,283.24 | 282,644.42 | 316,072.43 | 299,842.49 |
| Total funds carried forward at 31st December 2019 | | | | 44,029.10 | 26,441.44 | 296,146.16 | 366,616.70 | 311,621.30 |

| Parochial Church Council of St Mary Pulborough - Registered Charity No. 1132137 | | | | |
|---|-------|-----------|-------------------|-------------|
| BALANCE SHEET AT 31st DECEMBER 2019 | | | | |
| | Notes | | 2019 | 2018 |
| | | | £ | £ |
| Fixed assets | | | | |
| Tangible fixed assets | | | 0.00 | 0.00 |
| Investments | | | 300,823.42 | 286,584.65 |
| Total fixed assets | 8 | | 300,823.42 | 286,584.65 |
| Current Assets | | | | |
| Debtors | | 4,898.72 | | 4,896.99 |
| Short term deposits | | 2,741.99 | | 2,727.60 |
| Cash at bank and in hand | 14 | 60,326.71 | | 47,737.34 |
| | | 67,967.42 | | 55,361.93 |
| Current Liabilities | | | | |
| Creditors: amounts falling due within one year | 11 | 4,325.86 | | (13,374.15) |
| Net current assets | | | 72,293.28 | 41,987.78 |
| Total assets less current liabilities | | | 373,116.70 | 328,572.43 |
| Creditors: amounts falling due after one year | 12 | | (6,500.00) | (12,500.00) |
| NET ASSETS | | | 366,616.70 | 316,072.43 |
| Funds | | | | |
| Endowment funds | | | 296,146.16 | 282,644.42 |
| Restricted funds | | | 26,441.44 | 12,283.24 |
| Unrestricted funds | | | 44,029.10 | 21,144.77 |
| | | | 366,616.70 | 316,072.43 |
| This Annual Financial Report, for the year ended 31st December 2019, including the notes following, was | | | | |
| Approved by the Parochial Church Council on 26th April 2020 and signed on its behalf | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Chairman | | | | |
| | | | | |
| | | | | |
| 9 | | | | |
| The accompanying notes form a part of these financial statements. | | | | |

[illegible]

| | | | | | | | |
|---|--|--|--|--|--|--------------------|--------------------|
| Parochial Church Council of St Mary Pulborough - Registered Charity No. 1132137 | | | | | | | |
| NOTES TO THE FINANCIAL STATEMENTS (continued) | | | | | | | |
| For the YEAR ENDED 31st DECEMBER 2019 | | | | | | | |
| Statement of Cash Flows | | | | | | | |
| | | | | | | Total Funds | <i>Total Funds</i> |
| | | | | | | 2019 | 2018 |
| | | | | | | £ | £ |
| Cash flows from operating activities: | | | | | | | |
| <i>Net cash provided by (used in) operating activities</i> | | | | | | 11,762.04 | <i>10,614.14</i> |
| Cash flows from investing activities: | | | | | | | |
| Dividends, interest and rents from investments | | | | | | 13,341.72 | <i>13,504.38</i> |
| Proceeds from the sale of property, plant and equipment | | | | | | 0.00 | <i>0.00</i> |
| Purchase of property, plant and equipment | | | | | | 0.00 | <i>0.00</i> |
| Proceeds from sale of investments | | | | | | 0.00 | <i>0.00</i> |
| Purchase of investments | | | | | | 0.00 | <i>0.00</i> |
| <i>Net cash provided by (used in) investing activities</i> | | | | | | 13,341.72 | <i>13,504.38</i> |
| Cash flows from financing activities: | | | | | | | |
| Repayments of borrowing | | | | | | 0.00 | <i>0.00</i> |
| Cash inflows from new borrowing | | | | | | 0.00 | <i>0.00</i> |
| Receipt of endowment | | | | | | 0.00 | <i>0.00</i> |
| <i>Net cash provided by (used in) financing activities</i> | | | | | | 0.00 | <i>0.00</i> |
| Total Cash Flows | | | | | | 25,103.76 | <i>24,118.52</i> |
| Change in cash and cash equivalents in the reporting period | | | | | | | |
| Cash and cash equivalents at the beginning of the reporting period | | | | | | 50,464.94 | <i>63,134.60</i> |
| Cash and cash equivalents at the end of the reporting period | | | | | | 75,568.70 | <i>87,253.12</i> |
| Reconciliation of net income/(expenditure) to net cash flow from operating activities | | | | | | | |
| | | | | | | Total Funds | <i>Total Funds</i> |
| | | | | | | 2019 | 2018 |
| | | | | | | £ | £ |
| Net income/(expenditure) for the reporting period (as per the statement of financial activities) | | | | | | 50,544.27 | <i>11,778.81</i> |
| Adjustments for: | | | | | | | |
| Depreciation charges | | | | | | 0.00 | <i>0.00</i> |
| (Gains)/losses on revaluation of investments | | | | | | (14,238.77) | <i>(15,160.29)</i> |
| Dividends, interest and rents from investments | | | | | | (13,341.72) | <i>(13,504.38)</i> |
| Loss/(profit) on the sale of fixed assets | | | | | | 0.00 | <i>0.00</i> |
| (Increase)/decrease in stocks | | | | | | 0.00 | <i>0.00</i> |
| (Increase)/decrease in debtors | | | | | | (1.73) | <i>0.00</i> |
| Increase/(decrease) in creditors | | | | | | (11,200.01) | <i>27,500.00</i> |
| Net cash provided by (used in) operating activities | | | | | | 11,762.04 | <i>10,614.14</i> |

| | | | | | | | |
|--|--|--|--|--|--|--|--|
| Parochial Church Council of St Mary Pulborough - Registered Charity No. 1132137 | | | | | | | |
| For the YEAR ENDED 31st DECEMBER 2019 | | | | | | | |
| Notes to the financial report | | | | | | | |
| 1 Accounting policies | | | | | | | |
| a Accounting convention | | | | | | | |
| The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current (2015) Statement Of Recommended Practice, Accounting and Reporting by Charities SORP (FRS 102). | | | | | | | |
| The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members. | | | | | | | |
| b Funds accounting | | | | | | | |
| Funds held by the PCC are: | | | | | | | |
| <i>Unrestricted funds</i> - general funds which can be used for PCC ordinary purposes | | | | | | | |
| <i>Designated funds</i> - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects. | | | | | | | |
| <i>Restricted funds</i> - 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 PCC 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. | | | | | | | |
| <i>Endowment funds</i> - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment | | | | | | | |
| c Income and endowments | | | | | | | |
| All income and endowments are 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 | | | | | | | |
| <i>Collections</i> are recognised when received. | | | | | | | |
| <i>Planned giving</i> receivable is 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. | | | | | | | |
| <i>Gift aid recovered</i> is recognised when the income to which it is attached is recognised. | | | | | | | |
| <i>Grants and legacies</i> are recognised when the formal offer in writing of the funding, is received by the PC | | | | | | | |
| Charitable activities | | | | | | | |
| <i>Sales of magazines and study notes</i> are recognised when received. | | | | | | | |
| <i>Rents from property</i> are recognised in accordance with the rental agreements, when receipt is probable. | | | | | | | |
| Other trading activities | | | | | | | |
| <i>Trading activities</i> are where income is receivable in return for selling goods or providing services. | | | | | | | |
| Income from trading is recognised either: a - when received, or b - in the case of concerts: for the year in question, irrespective of date of receipt. Advance bookings are included in creditors until the concert | | | | | | | |
| <i>Investment income</i> | | | | | | | |
| Dividends are accounted for when due and payable. | | | | | | | |
| All other income | | | | | | | |
| All other income is recognised in accordance with the above overall policy. | | | | | | | |
| Gains and losses on investments | | | | | | | |
| Realised gains are recognised when the investments are sold | | | | | | | |
| Unrealised gains and losses are accounted for on revaluation at 31 December. | | | | | | | |

| | | | | | | | | | |
|---|------------------------------|-----|--|--|--|--|--|--|--|
| Parochial Church Council of St Mary Pulborough - Registered Charity No. 1132137 | | | | | | | | | |
| For the YEAR ENDED 31st DECEMBER 2019 | | | | | | | | | |
| | | | | | | | | | |
| Notes to the financial report (continued) | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| d | Expenditure | | | | | | | | |
| Expenditure is accounted for on an accruals basis and accounted for gross. | | | | | | | | | |
| | Grants | | | | | | | | |
| Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC. | | | | | | | | | |
| | Church Activities | | | | | | | | |
| The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet. | | | | | | | | | |
| e | Fixed Assets | | | | | | | | |
| | Tangible fixed assets | | | | | | | | |
| Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011. | | | | | | | | | |
| | | | | | | | | | |
| Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements. | | | | | | | | | |
| All expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off in the year they were incurred. | | | | | | | | | |
| | Depreciation | | | | | | | | |
| Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are: | | | | | | | | | |
| | ↓ Fixtures and fittings | 20% | | | | | | | |
| | ↓ Audio visual equipment | 33% | | | | | | | |
| | ↓ Office equipment | 25% | | | | | | | |
| No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value. | | | | | | | | | |
| | Investments | | | | | | | | |
| Investments are stated at market value at the balance sheet date. | | | | | | | | | |
| f | Current Assets | | | | | | | | |
| Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible. | | | | | | | | | |
| Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

| Parochial Church Council of St Mary Pulborough - Registered Charity No. 1132137 | | | | | |
|---|------------------|------------------|-------------|-------------------|--------------|
| NOTES TO THE FINANCIAL STATEMENTS (continued) | | | | | |
| For the YEAR ENDED 31st DECEMBER 2019 | | | | | |
| 2 Incoming resources | | | | | |
| | Unrestricted | Restricted | Endowment | TOTAL | TOTAL |
| | Funds | Funds | Funds | FUNDS | FUNDS |
| | £ | £ | £ | 2019 | 2018 |
| | | | | £ | £ |
| a Donations and Legacies | | | | | |
| Planned giving | 34,925.20 | | | 34,925.20 | 24,714.42 |
| Collections at all services | 11,566.36 | 5,796.48 | | 17,362.84 | 14,247.77 |
| Donations from other PCC funds | | 0.00 | | 0.00 | 0.00 |
| Sundry donations and appeals | 12,840.58 | 17,472.80 | | 30,313.38 | 7,232.15 |
| Income tax recoverable | 11,591.38 | | | 11,591.38 | 8,734.89 |
| VAT recoverable | 214.87 | | | 214.87 | 1,145.00 |
| Grants (Parish Council) | 500.00 | | | 500.00 | 500.00 |
| Church Lettings | 0.00 | | | 0.00 | 0.00 |
| Rectory Maintenance | 0.00 | | | 0.00 | 0.00 |
| Legacies | 3,000.00 | | | 3,000.00 | 4,000.00 |
| | 74,638.39 | 23,269.28 | 0.00 | 97,907.67 | 60,574.23 |
| b Other Trading Activities | | | | | |
| Concerts | 0.00 | 844.00 | | 844.00 | 1,349.00 |
| Parish magazine | 6,689.14 | | | 6,689.14 | 7,022.48 |
| Bookstall / Refreshment Sales | 954.78 | | | 954.78 | 625.95 |
| | 7,643.92 | 844.00 | 0.00 | 8,487.92 | 8,997.43 |
| c Investment income | | | | | |
| Dividends and interest | 3,535.90 | 9,805.82 | | 13,341.72 | 13,251.56 |
| | 3,535.90 | 9,805.82 | 0.00 | 13,341.72 | 13,251.56 |
| d Charitable Activities | | | | | |
| Fees from Weddings & Funerals | 6,984.60 | | | 6,984.60 | 10,983.00 |
| | 6,984.60 | 0.00 | 0.00 | 6,984.60 | 10,983.00 |
| e Other Receipts | | | | | |
| Insurance Claim | 0.00 | 0.00 | | 0.00 | 0.00 |
| Friends | 0.00 | 719.90 | | 719.90 | 830.00 |
| | 0.00 | 719.90 | 0.00 | 719.90 | 830.00 |
| Total received on all funds | 92,802.81 | 34,639.00 | 0.00 | 127,441.81 | 94,636.22 |

Parochial Church Council of St Mary Pulborough - Registered Charity No. 1132137

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the YEAR ENDED 31st DECEMBER 2019

3 Resources expended

| | Unrestricted Funds £ | Restricted Funds £ | Endowment Funds £ | TOTAL FUNDS 2019 £ | TOTAL FUNDS 2018 £ | Notes |
|--|----------------------------|--------------------------|-------------------------|---------------------------------------|---------------------------------------|-------|
| a Raising Funds | | | | | | |
| Special Appeals Costs | | | | 0.00 | 0.00 | |
| Cost of weekly envelopes | 147.25 | | | 147.25 | 144.22 | |
| | 147.25 | 0.00 | 0.00 | 147.25 | 144.22 | |
| b Other trading activities | | | | | | |
| Bookstall | 0.00 | | | 0.00 | 0.00 | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| c Charitable activities | | | | | | |
| <i>Missionary and Charitable giving</i> | 2,114.50 | 5,360.48 | 0.00 | 7,474.98 | 4,385.99 | 4 |
| <i>Ministry costs:</i> | | | | | | |
| Diocesan parish contribution | 52,800.00 | | | 52,800.00 | 47,855.00 | |
| Church Insurance (Ecclesiastical) | 3,200.00 | | | 3,200.00 | 3,100.97 | |
| Rectors Living expenses | 1,200.00 | | | 1,200.00 | 1,200.00 | |
| Rectors & Churchwardens expenses | 216.45 | | | 216.45 | 366.77 | |
| Upkeep of Rectory | 4,354.15 | | | 4,354.15 | 4,594.91 | |
| Other clergy costs | 0.00 | | | 0.00 | 0.00 | |
| <i>Staff</i> | 1,250.00 | 0.00 | 0.00 | 1,250.00 | 0.00 | 5 |
| <i>Church running expenses</i> | | | | | | |
| Utilities etc | 5,469.12 | | | 5,469.12 | 4,419.91 | |
| Administration costs | 1,844.69 | | | 1,844.69 | 1,757.24 | |
| Parish Secretary's Honorarium | 1,000.00 | | | 1,000.00 | 1,000.00 | |
| PAYE | | | | 0.00 | 0.00 | |
| Organist Leaving donations | | 234.50 | | 234.50 | 0.00 | |
| Fr Jack & Clergy gifts | | 0.00 | | 0.00 | 0.00 | |
| Photocopies | 633.68 | | | 633.68 | 547.79 | |
| Flower Ladies | 400.00 | | | 400.00 | 400.00 | |
| Organ Maintenance | | 1,813.38 | | 1,813.38 | 456.00 | |
| Church maintenance | 2,183.73 | 0.00 | | 2,183.73 | 2,547.67 | |
| Light & Sound | | 941.22 | | 941.22 | 624.80 | |
| Church Fabric (Statues & Altar etc) | | 0.00 | | 0.00 | 0.00 | |
| <i>Upkeep of services</i> | | | | | | |
| Sanctuary & Services | 1,642.79 | 0.00 | | 1,642.79 | 1,363.55 | |
| Organist & Choir costs | 750.00 | | | 750.00 | 1,660.00 | |
| Upkeep of churchyard | 0.00 | 9,719.52 | | 9,719.52 | 10,120.66 | |
| Church Lettings | | 0.00 | | 0.00 | 0.00 | |
| Concert & Special appeals payments to Churchyard | | 0.00 | | 0.00 | 0.00 | |
| Concert payments | 0.00 | 844.00 | | 844.00 | 521.00 | |
| Parish magazine | 3,590.85 | | | 3,590.85 | 3,104.14 | |
| Sunday school & Youth group costs | 0.00 | | | 0.00 | 0.00 | |
| Weddings & Funeral costs | 2,426.00 | | | 2,426.00 | 3,569.00 | |
| Mission Giving | 0.00 | | | 0.00 | 0.00 | |
| <i>Governance</i> | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6 |
| Total Charitable Activities | 85,075.96 | 18,913.10 | 0.00 | 103,989.06 | 93,595.40 | |
| Total resources expended | 85,223.21 | 18,913.10 | 0.00 | 104,136.31 | 93,739.62 | |

| Parochial Church Council of St Mary Pulborough - Registered Charity No. 1132137 | | | | | |
|--|----------------------------|--------------------------|-------------------------|-----------------------------|-----------------------------|
| NOTES TO THE FINANCIAL STATEMENTS (continued) | | | | | |
| For the YEAR ENDED 31st DECEMBER 2019 | | | | | |
| | Unrestricted Funds £ | Restricted Funds £ | Endowment Funds £ | TOTAL FUNDS 2019 £ | TOTAL FUNDS 2018 £ |
| 4 Missionary and charitable giving: | | | | | |
| <i>Overseas:</i> | | | | | |
| Sumatra | 0.00 | 0.00 | | 0.00 | 375.00 |
| Water Aid | | 1,105.50 | | 1,105.50 | |
| Christian Aid | | 804.97 | | 804.97 | |
| <i>Home:</i> | | | | | |
| St Mary's School Governors | 1,000.00 | | | 1,000.00 | 1,000.00 |
| School Leavers Bibles | 599.50 | | | 599.50 | 560.49 |
| FSW | | 1,791.51 | | 1,791.51 | 1,405.60 |
| ACTS 435 | | 60.00 | | 60.00 | 50.00 |
| LIAISE | 0.00 | | | 0.00 | 263.50 |
| Childrens Society | | 134.50 | | 134.50 | 250.00 |
| Mission to Seafarers | | 128.00 | | 128.00 | 100.00 |
| Splash | | 280.50 | | 280.50 | 0.00 |
| Poppy Appeal | | 317.00 | | 317.00 | 331.40 |
| Mary How Trust | 0.00 | | | 0.00 | 50.00 |
| Chichester Hospital | | 209.50 | | 209.50 | 0.00 |
| Historic Churches | | 529.00 | | 529.00 | 0.00 |
| 800 Appeal | 515.00 | 0.00 | | 515.00 | 0.00 |
| Horsham Matters | | 0.00 | | 0.00 | 200.00 |
| <i>Total Missionary and charitable giving:</i> | 2,114.50 | 5,360.48 | 0.00 | 7,474.98 | 4,585.99 |
| 5 Staff costs | | | | | |
| a <i>Organist Salary</i> | 1,250.00 | | | 1,250.00 | 0.00 |
| <i>Social Security costs</i> | | | | 0.00 | 0.00 |
| | 1,250.00 | 0.00 | 0.00 | 1,250.00 | 0.00 |
| None | | | | | |
| b <i>Payments to PCC members</i> | | | | | |
| <i>During the year the PCC paid an Honorarium of £1,000 to Mrs A.M. Kaiser for her duties as Parish Secretary.</i> | | | | | |
| 6 Governance costs | | | | 2019 | 2018 |
| Independent examination fee | | | | 0 | 0 |
| Cost of annual accounts | | | | 0 | 0 |
| | 0 | 0 | 0 | 0 | 0 |
| 7 Analysis of transfers between funds | | | | 2019 | 2018 |
| Friends Account to PCC Account | | | | 0.00 | 0.00 |
| General Fund to 2018 Carry Over | | | | 0.00 | 0.00 |
| | | | | 0.00 | 0.00 |

| Parochial Church Council of St Mary Pulborough - Registered Charity No. 1132137 | | | | | | |
|---|--|--|--|-------------------|-------------------|--|
| NOTES TO THE FINANCIAL STATEMENTS (continued) | | | | | | |
| For the YEAR ENDED 31st DECEMBER 2019 | | | | | | |
| 8 Fixed Assets | | | | | | |
| a Tangible fixed assets | | | | | | |
| None | | | | | | |
| b Investments | | | | 2019 | 2018 | |
| Market value 1 January | | | | 286,584.65 | 283,030.12 | |
| Purchases | | | | 0.00 | 0.00 | |
| Revaluation of CBF trust funds | | | | 13,501.74 | 3,614.53 | |
| Revaluation of CCLA investment account | | | | 737.03 | (60.00) | |
| Market value 31 December | | | | 300,823.42 | 286,584.65 | |

| Parochial Church Council of St Mary Pulborough - Registered Charity No. 1132137 | | | | | |
|---|--------------------|------------------|-------------------|--------------------|-------------|
| NOTES TO THE FINANCIAL STATEMENTS (continued) | | | | | |
| For the YEAR ENDED 31st DECEMBER 2019 | | | | | |
| | | | | | |
| 9 Analysis of Net assets by fund | | | | | |
| | Unrestricted Funds | Restricted Funds | Endowment Funds | Total Funds | |
| | £ | £ | £ | 2019 | 2018 |
| | | | | £ | |
| Investment fixed assets 610181001S | 4,677.26 | | 296,146.16 | 300,823.42 | 286,584.65 |
| Current assets | 41,525.98 | 39,441.44 | | 80,967.42 | 55,361.93 |
| Current liabilities | (2,174.14) | (6,500.00) | | (8,674.14) | (13,164.65) |
| Creditor falling due after more than one year | | (6,500.00) | | (6,500.00) | (12,500.00) |
| | 44,029.10 | 26,441.44 | 296,146.16 | 366,616.70 | 316,281.93 |
| | | | | | |
| 10 Debtors | | | | | |
| | | 2019 | 2018 | | |
| | | £ | £ | | |
| Income tax recoverable | | 4,250.00 | 4,250.00 | | |
| Weekly Envelopes 2019 | | 64.32 | 62.59 | | |
| Copier rental Q1/2019 | | 584.40 | 584.40 | | |
| | | 4,898.72 | 4,896.99 | | |
| | | | | | |
| 11 Creditors: amounts falling due within one year | | | | | |
| | | 2019 | 2018 | | |
| | | £ | £ | | |
| 2019 Magazine Sales | | 182.14 | 180.00 | | |
| 2019 Magazine Advertising | | 1,630.00 | 3,140.00 | | |
| Organist Fees Dec 2018 | | 0.00 | 250.00 | | |
| Diocesan loan | | 6,500.00 | 7,500.00 | | |
| Funeral Donation | | 0.00 | 209.50 | | |
| 2018 Q4 Fees | | 362.00 | 419.00 | | |
| 2018 Donations | | 0.00 | 1,675.65 | | |
| | | 8,674.14 | 13,374.15 | | |
| | | | | | |
| 12 Creditors: amounts falling due after more than one year | | | | | |
| | | | | | |
| Diocesan loan | | 6,500.00 | 12,500.00 | | |

Parochial Church Council of St Mary Pulborough - Registered Charity No. 1132137

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the YEAR ENDED 31st DECEMBER 2019

13 Statement of funds

| | Bal b/fwd 1st Jan 2019 | Income | Expenditure | Transfers, other gains and losses | Bal c/fwd 31 Dec 2019 |
|----------------------------|-----------------------------------|------------------|--------------------|--|----------------------------------|
| | £ | £ | £ | £ | £ |
| Unrestricted Funds | | | | | |
| General fund | 14,045.90 | 20,632.43 | | 0.00 | 34,678.33 |
| F2000 Buildings & Projects | 855.31 | 0.00 | | 0.00 | 855.31 |
| Friends | 6,243.56 | 719.90 | 0.00 | | 6,963.46 |
| 800 Appeal | 0.00 | 1,532.00 | | | 1,532.00 |
| | 21,144.77 | 21,352.33 | 0.00 | 0.00 | 44,029.10 |
| Restricted Funds | | | | | |
| Light & Sound | 3,193.93 | 0.00 | (941.22) | | 2,252.71 |
| In Memorial | 29.91 | 0.00 | 0.00 | | 29.91 |
| Organ Repair Fund | 9,059.40 | 16,912.80 | (1,813.38) | | 24,158.82 |
| | 12,283.24 | 16,912.80 | (941.22) | 0.00 | 26,441.44 |
| Endowment Funds | | | | | |
| Chichester DBF | 282,644.42 | | | 13,501.74 | 296,146.16 |
| | 282,644.42 | 0.00 | 0.00 | 13,501.74 | 296,146.16 |
| Total funds | 316,072.43 | 38,265.13 | (941.22) | 13,501.74 | 366,616.70 |

The Endowment Funds consist of monies from the sale of Church property and other individual bequests.

14 Analysis of cash and cash equivalents

| | Total Funds 2019 | <i>Total Funds 2018</i> |
|--|-----------------------------|-----------------------------|
| | £ | <i>£</i> |
| Cash in hand | 60,326.71 | <i>47,737.34</i> |
| Notice deposits (less than 3 months) | 2,741.99 | <i>2,727.60</i> |
| Overdraft facility repayable on demand | 0.00 | <i>0.00</i> |
| Total cash and cash equivalents | 63,068.70 | <i>50,464.94</i> |

15 Related parties and transactions

| | | | | | |
|------|--|--|--|--|--|
| None | | | | | |
|------|--|--|--|--|--|

The Independent Examiner's Report

Independent examiner's report to the PCC of St Mary's Church, Pulborough

I report to the trustees on my examination of the accounts of the Parochial Church Council of St Mary, Pulborough for the year ended 31st December 2019

Responsibilities and basis of the report

As members of the PCC you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act')

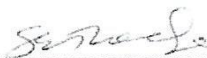
I report in respect of my examination of the accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 PCC 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.

Signed: 

Date: 29TH February 2020

Sue Etheridge ACMA
Andrews, Rectory Lane, Pulborough RH20 2AD

Appendix

Annual Reports for 2019 from all our Groups

Deanery Synod

Mission and Pastoral Group

The Hub

The handbell ringers of St Mary's Church

Bell-ringers

Music

Flower Arrangers

Churches Together

Pulborough Community Magazine

PR Group

Earlybirds

Ladybirds Mums/Dads and pre-school Toddlers Group

St Mary's CofE (Aided) Primary School – Headteacher's Report

Deanery Synod Report

Alyson Heath, Rob Aylott and Susan Scholefield are your lay Parish Deanery Synod representatives. Their role is to:

- represent the views of our parish within the Deanery; and
- refer to the PCC information that is provided by the Deanery and news from other Deanery parishes.

Below is an overview of our Synod meetings in 2019 with a focus on the main speakers' talk.

April meeting at Church of St Peter and St Paul, Ashington

The Revd James di Castiglione talked about raising funds for the work of the church. He said this was just one of our spiritual challenges and he wanted to sound a note of hope.

He pointed out that at Ashington 20 years ago the annual income was £1,400 and that last year it was £270,835! The congregation has grown quickly in that time – over the period Ashington has grown and there are now 7,000 people in the parish. During this time the church has worked in partnership with the Parish Council, the Ashington minibus, youth groups and a toddler group. There are now just over 40 teenagers involved in the church. There are also over 60 children at the 11 am service on a Sunday.

We have had to think about our individual giving to the church. How much should we each give? In this the clergy should set an example. We have found it important to develop a vision for the future 25 years that each person can relate to. We and the Diocese must get serious about growing our congregations in order to increase income.

June meeting at St Mary's Church, Storrington

The Bishop of Horsham, the Revd Mark Sowerby, first talked about the meaning of the word 'visitation' and used the strap-line "to know, love and follow Jesus" as the basis of what he was seeking to find in the Deanery during the visitation that he had just completed. In achieving this he had three aims that he talked to:

- 1 To grow the Church both numerically and spiritually
 - a) Every benefice should have a plan for growth.
 - b) There must be a policy to plant churches in areas of need and opportunity.
 - c) Every benefice must be self-supporting and support grant giving.
- 2 To re-imagine ministry and to increase the number of people in lay ministry
 - a) Create a greater variety of lay ministries.
 - b) Develop a more collaborative clergy.
 - c) Promote vocations and vocational training (The Year of Vocation is coming up).
- 3 To contribute to the common good
 - a) Every benefice should conduct an audit of what is done now.
 - b) Develop "one new thing" every year.

November meeting at Church of St Andrew and St Cuthman, Steyning

The Archdeacon, the Revd Fiona Windsor, introduced the subject of finance and Credit for Mission with a video "Sharing in the Household of Faith"; she stressed the importance of work with youth and the needy as part of Christian faith. A copy of the video is available on the Diocesan website. She then introduced the Diocesan speakers and reminded the meeting that the total Parish Share is £14m and the Diocese has a deficit of £9m which needs to be made up...

Peter Lovett (Management Accountant) said that he was pleased to say our Parish Share as a Deanery is up to date. The Diocese is in the process of carrying out a £3m update of parsonages. They are also looking to invest in the 156 church schools in the Diocese. There was also mention of the additional costs of ordinand training with increasing ordinand numbers.

Revd Windslow then commented that there are retirements in the future and we need more Priests. However, there will need to be more emphasis on lay ministry.

Catherine Dawkins (Diocesan Finance Director) then distributed the Diocesan budgets for 2020 which she then explained. She pointed out that ideally Parish Shares should rise by a further 15% to enable a Diocesan break-even. She asked those Parishes who could manage to achieve 100% that they should pay an extra 3% next year which only represented an allowance for inflation.

Any questions on these talks or related Deanery matters should be addressed to your representatives.

Rob Aylott

Mission and Pastoral Group Report

The Team comprises Father Paul Seaman, Rosemary Nelson and Tony Holloway.

There were no formal meetings during the calendar year but regular discussions would take place during the mid-week period as required. The pastoral visits continued to the following Homes:

- a) The Anchorage
- b) Hillside Lodge

With a change in requirements during 2018, whilst the number of Homes visited reduced by half the actual number of visits doubled in frequency. Consecration of the Sacrament takes place at the Anchorage under the direction of Father Paul and Holy Communion by extension is offered both at the Anchorage and Hillside Lodge. Pastoral visits are undertaken both in a group environment and on a one-to-one basis. In addition, private Home and House visits are undertaken as requested.

With the Parish developing its Mission Action Plan from 2018 it is clear that the Re-Imagining Ministry (Group B) will continue to work closely with the Mission and Pastoral Group during its future work and development in 2020. Especially, we were asked to focus on the report from the Archbishop's Council which forms part of the national Renewal and Reform agenda – 'Setting God's People Free'. From 2020 for five years the Diocese continues this thought process with the strategy 'Vision for Growth' which asks each Parish to focus on the desire to be more open / more converted to Jesus Christ / more generous / more engaged – details of which are to be found on the diocesan web-site.

By its very nature our pastoral engagement in the parish and wider community is a time consuming one and it will be necessary to increase our team numbers accordingly. The diocesan focus on lay vocational courses is a timely introduction to assist us in this aim.

Tony Holloway and Rosemary Nelson

The Hub Report

The Hub is held at the Pulborough library between 10 am and 12 noon on Monday mornings.

This Drop-in centre is for the benefit of all local residents, friends and visitors. Now just completing our fifth year and with an informal membership of over thirty we meet in Pulborough library each Monday morning (with the exception of Bank Holidays) between the hours of 10 am and 12 noon – arrive and stay for all or part of the two hours. For a nominal 50p you will receive a warm welcome, a hot cup of tea / coffee / hot chocolate and a bespoke choice of biscuits. Enjoy a chat about...well, just about anything and soon you will become part of our merry group of 'Hubbers'. We have the occasional guest speaker but generally the gathering motivates its own discussions. If you arrive alone you will be made to feel very welcome and will feel 'at home' in a very short space of time. Do drop by.

Tony Holloway

Report of the handbell ringers of St Mary's Church

We are a friendly group of all ages who meet from 7 – 8 pm every Friday in school term time. In a very relaxed atmosphere, we spend the evening playing old favourites, including Sussex by the Sea and learning new pieces such as the Frog Chorus.

Comments from the members are:

"Many thanks to Louise for introducing more challenging music for us to play and conducting us with expertise and good humour, much needed at times!"

"We enjoy entertaining in the local care homes at Christmas and throughout the year."

"It was fantastic to play solo pieces in services and accompany the choir with their beautiful piece at Christmas."

"The annual skittles evening with ringers and their family is always fun and very competitive!"

"On the darker winter evenings the fun and laughter of handbells are much needed at the end of the week."

You don't need to be able to read music (being able to count to four would be useful!) or be a regular member of the congregation at St Mary's, if you fancy giving it a try come along, you will be most welcome.

Janet Lees

Report of the Bell-Ringers

The bells were rung every week to announce the Sunday morning services. They were also rung for additional services on Sunday evenings and at Easter and Christmas. On Remembrance Sunday and Armistice Day the bells were half muffled and at the latter we welcomed Tony Holloway who kindly recited the Ode of Remembrance for us. Frequently we hear both churchgoers and non-churchgoers remarking how they enjoy hearing the bells both on Sundays and when we practice on Mondays.

The flag is ably managed by our Flag Master, Simon. The reason for the flag being flown is explained in a notice in the magazine and at the Lych Gate.

Practices are on Monday evenings where we are often helped by ringers from other Towers. Despite many initiatives and campaigns, it proves difficult to recruit and retain new ringers. The result is that it is increasingly the case that we are restricted to just five or six of our eight bells for services. Nevertheless, we keep trying to attract new blood and anyone who would like to give it a try will always be welcome.

The bells are inspected and maintained annually by Taylors and the clock mechanism is similarly looked after by Smiths. Between service inspections Ian and Peter look after the belfry including, last spring, removal of several bags of twigs and rebuilding mesh frames over the louvres following a jackdaw invasion.

The Bells 100-Club organised by Ian continues to raise some £2,000 each year. We are grateful to all those who participate. The proceeds are donated to our particular needs and towards particular projects of the PCC. This year the excess contributed to the cost of updating the floodlighting of the church.

We all thank the Rector, Churchwardens and everyone else for the encouragement and interest in our efforts to uphold and continue the ancient English art of bell-ringing.

Peter Gregory

Music Report

I took over the Role of Director of Music on 1 July 2019 and it is a great pleasure to be working at St Mary's again.

Two main topics on which to report - firstly the choir of which, though small in number, the members are loyal and very quick to learn the music for the various seasons in the Church Year. We currently have five sopranos, three altos and one bass as regular singers and we are very pleased to be able to call on extra voices when music demands it, for example, the "Fifth Sunday" Evensongs. These services are principally designed for the congregation to join in the hymns, psalms and canticles but led by the choir. We do however have some choir only settings of the Magnificat and Nunc Dimittis which are constructive for the choir to learn. I'm delighted to say the congregations for these Evensongs are increasing in number!

The choir performed Advent Carols for the Advent Procession service in December including "Adam lay ybounden" by Malcolm Archer and "Never weatherbeaten sail" by Thomas Campion. Christmas carols included "Tomorrow shall be my dancing day" by John Gardner and "O Holy night" by Adolphe Adam. Epiphany carols included the jazzy "Riding out across the desert" by Pete Ratcliffe and "Brightest and Best" by Eric Thiman. All very well received. My thanks go to all our singers for their enthusiasm and sense of humour!

Secondly, the organ – following the damage done to the instrument by the partial roof collapse onto it a few years ago, I am delighted to say that thanks to a joint effort by Peter Gregory and myself we have had the go-ahead to have it fully repaired from the church insurers. The work will commence in April after Easter and should take up to four/six weeks to complete. Following which the organ will be heard in all its glory once again!

Tony Hancock

Flower Arrangers Report

We are a team of 6 ladies, who work on a rota basis of a two-week duty, with the whole team, plus two extra helpers working together at Easter, Harvest and Christmas.

This year our ladies arranged flowers for three weddings. We are always happy to liaise with florists or friends of the bride who wish to do the flowers.

Sadly, in September, Nicky Hamilton passed away. Nicky was an enthusiastic and cheerful member of the team; she will be missed.

Quotes from two flower arrangers:

"Having arranged flowers at St Mary's Church for more years than I care to remember, I still enjoy being able to arrange large arrangements in colours usually of my choice. I find it very satisfying and hopefully it gives pleasure to not only me but to the congregation and church visitors. So, as far as I am concerned it's a win-win situation."

"The highlight of the year was arranging the flowers for my younger daughter's wedding in June. The thing I like most about flower arranging in Church is the complete peace. The fortnight starts with stress...will I remember? Will I find sufficient foliage in the garden? Will there be good enough flowers to buy?...will I have time? I rush to the Church, remember the code to get the key and then...quiet; peace; perfect!"

We are very appreciative of the financial support we receive from the PCC and members of the congregation.

Finally, a huge thank you to our loyal team for their commitment.

Pauline Adsett

Churches Together Report

During 2019, members from each of our local churches met together to discuss ways of joining together in fellowship and reaching out to the wider community.

In October, we sadly saw the closure of St Crispin and St Crispinian's RC Church, with many of us attending their final Mass. We are very grateful that Chris Scovell, a member of their congregation, remains as part of our group, representing the Roman Catholic community in Pulborough.

In the early part of the year we had joint services to mark Christian Unity Week and the Women's World Day of Prayer. We also joined together to support Christian Aid Week and Fairtrade Fortnight, with Pulborough being a Fairtrade village.

The main events / activities during the year started with the Pulborough Duck Race in June where we had an opportunity to talk to local residents. In October we held the annual Harvest Supper with money raised divided between Water Aid and SPLASH, a local Christian Charity working in our local schools. We produced a joint Christmas card which was delivered to 1,500 households in the village and provided information of Easter and Christmas services in Pulborough Bulletin. At the Christmas village market the Churches Together 'choir' added to the festive atmosphere.

Finally, on a very social note, in July members from our local churches joined in a fun evening of ecumenical bowling at the kind invitation of the Pulborough Bowls Club. So, as you can see, ecumenacy is alive and flourishing in Pulborough!

Alyson Heath and Ann Kaiser

Pulborough Community Magazine in 2019

In 2019 we produced 12 editions with a monthly run of 450 copies and as always it is thanks to a number of people who have made the production possible.

Nigel Frey put together a template in late December 2018 enabling existing and new advertisers to be in the January 2019 edition. Without the financial support of the advertisers it would be difficult to produce the magazine.

We used a Konica Minolta bizhub C554e photocopier which printed, folded and stapled the booklets. Thanks go to Len and Pauline Adsett and Frances Wojewodzka who dealt with the bundling and distribution of the magazines. The magazines go to residential addresses and also to sales outlets in the village.

In 2019 we needed someone to take on the advertising side of the magazine, contacting existing and new advertisers so that the 2020 magazine would be viable. We were grateful to Jane Ball who took on the task in the late Autumn.

Parish magazines are part of an age-old tradition to the local community and although in these days of the internet, social media and digital world, we hope the magazines still have a welcome role in village life.

Ann Kaiser, Editor

PR Group Report

The PR Group met regularly to plan a series of events throughout the year which were intended to meet one or more of a variety of needs: eg opportunities for fellowship, raising funds, promoting the church or enhancing worship. Members of the group either took a lead in organising the events or provided support to others.

- | | |
|--------------------------------------|--|
| - Pulborough Pancakes | - Teas and attractions in the church during |
| - Mothering Sunday Evensong | the Harvest Fair |
| - Christian Aid Week Swiss Breakfast | - Harvest Supper |
| - St Mary's School's Got Talent | - Remembrance Weekend |
| - Stall at the Pulborough Duck Race | - Christingle (including the lighting of the |
| - Teddy to Church Sunday | Pulborough Star) |
| - FSW walk | - Crib Service |

Two new regular events are Singing for Pleasure led by Michael Pioli and Mark Perry-Nash's illustrated talks. We are most grateful to them both.

Suggestions for events in the future and/or offers of help are always welcome.

Andy Leese

Earlybirds Report

Earlybirds remains a steady group of children and parents. Last year we were meeting on the first Sunday directly before the main service but although this suited some families, the length of time involved was proving challenging for the younger members. So we have recently changed to a meeting for Earlybirds on the last Sunday of each month for an hour at 9am, preparing for the All Ages Service the following week. We regularly have 9 or 10 children of pre-school and Primary age, with numbers into the teens on occasion. Several young people who regularly joined us went up to secondary school in the Autumn and no longer come; the biggest challenge for Earlybirds is trying to cater for a wide age group even with just Primary school age children and so really they have outgrown the group unless they enjoy helping the younger ones. I believe it is intended to start a separate group for this age group, probably meeting during an evening slot.

A typical Earlybirds would see children joining in a game when they arrive, perhaps to hunt for items hidden around the church; this helps them become familiar with the church building and feel comfortable. This type of activity seems particularly popular with the children and those where they have to work as a team are especially fun. Then we would usually hear about the Gospel story for the All Ages Service which might be read from a suitable text or acted out. Some of the children are very familiar with more well known texts as they have encountered them at school. Hannah Holloway puts a great deal of effort into well-resourced ideas and craft activities for the group and we usually produce something that can be used or displayed at the All Ages Service or elsewhere in the church. For example last month when we prepared for Candlemas we acted out the story of Mary and Joseph's visit to the temple to present Jesus; thinking about Mary and Joseph giving thanks for Jesus the children then wrote or drew a prayer on a paper candle flame thanking God for something important to them, and we made and decorated votive holders from clay. We also learn a song to sing during Communion.

There is an intention that all the children will be able to participate in the activities we do in a meaningful way; it is a challenge to make sure that the sessions are accessible to all in the wide age group we are trying to cater for. A number of parents are very keen to include particular Worship songs in our repertoire – we have been working with Father Paul and Mr Hancock. Looking forward we will also be encouraging a better link with the Ladybirds group. It would also be nice to welcome any member of the congregation who would like to join us or who has ideas to share – Miq Kelland is coming next month to help us explore Fairtrade. It is important also that Earlybirds gives parents and carers an opportunity to socialise whilst supporting the children. We have coffee and a pastry or a delicious homemade treat; if this can tie in to the theme then all the better! For Candlemas we had chocolate crepes because this is a French tradition we learnt about.

Children from Earlybirds and older young people took the lead in our successful Nativity Service at Christmas. We moved away from a scripted play and went 'back to basics' with a traditional telling of the story with readings and a procession by each group of characters whilst carols were sung. Children arriving as part of the congregation were encouraged to dress up as an angel, shepherd or king and then join in the procession to place a candle at the crib. This was very well received.

Charlotte Cargill

Ladybirds Mums / Dads and pre-school Toddlers Group Report

Meets every Thursday during term time at St Mary's Church Pulborough from 10 am to 11.30 am.

This vibrant group of many years standing continues to flourish and has an effective networking system where the Mums are able to communicate and remain in touch during the week and over holiday periods. 'Ladybirds – St Mary's Church' also has its own Facebook link. Numbers vary quite widely over a term time with current maximum of approximately seven parents and ten children. Father Paul and Tony Holloway prepare the church and attend the Thursday morning meetings.

The format for the morning embraces the carpeted space quite recently opened up through the removal of a few pews opposite the Font. The meetings generally start here with chairs in place for a period of gathering, welcoming and discussion (with tea / coffee and biscuits provided). During this initial period the children hear Bible stories, participate in story activities and then have an accompanied sing-song to include basic worship songs. Led by Father Paul, the group then walk to the east end of the Church – singing as they go – to the Chancel. Following the lighting of the 'Jesus' candle the children then light their own individual votive candles under adult supervision. This concludes with an inclusive prayer, with the children being led back down the aisle to the activity corner where a craft activity is undertaken. The theme is based always on a biblical format and may include drawings and cut-out designs.

This is a vital network within our pastoral and mission activity and is a natural start-point for later entry into the Early Bird Sunday morning group for older children held in the church on the last Sunday of every month from 9 am until 10 am.

Tony Holloway

St Mary's CofE (Aided) Primary School – Headteacher's Report for 2019

What a year it has been for St Mary's CofE (Aided) Primary School! The school appointed myself, Mrs Samantha Copus, as the new Headteacher, we appointed a new senior leadership team and underwent an Ofsted and we had a Statutory Inspection of Anglican and Methodist Schools. The inspection showed us and others what we provide the children within our community. We were praised for the committed new leadership team that showed the strong Christian vision and values that are based on love and wisdom and, as a result, pupils and adults flourish in an atmosphere of mutual dignity and respect. We were recognised for the Christian character of this school, enriched by the school's core values, which supports positive relationships for all and each member of the school is seen as a unique child of God and treasured for who they are and the gifts that they bring. The provision and pastoral care for pupils who have additional needs and for their families are highly effective, enabling all pupils in the school to flourish. It is a living testament to the school's Christian care. Our relationship with St Mary's Church was recognised and praised and the report stated, 'the intrinsic partnership between school and church communities supports meaningful collective worship with noteworthy pupil engagement, offering a variety of ways to encounter God and space for spiritual growth'. Fr Paul and the school are proud of the developments that we have made over the last academic year and look forward to moving this forward in a range of ways. In addition to this, religious education (RE) is taught well and, as a result, pupils learn how to treat other people, whatever their background, with dignity and respect. We are delighted with their findings and look forward to moving forward with our Christian distinctiveness. In addition to this, the school has a new library area and the children are focussing on reading with a new range of fiction and non-fiction that covers a range of topics. We have been fortunate enough also to offer the children visits to St Mary's Church for different reasons including looking at the war graves, looking at the church building and religious artefacts within it. Finally we used the Church for a concert open to the community and the school to showcase all the children's musical talents and this involved the choir and brass, woodwind and stringed instruments.

Samantha Copus, Headteacher

Conclusion

These reports give an account of all that our church community has done in 2019 to give witness to Christ's love, to serve Him in and around Pulborough and to maintain the Church of St Mary as a beautiful place to worship.