

The Parochial Church Council of the Ecclesiastical Parish of Christ Church with St Mary Magdalen and St Peter and St Paul, St Leonards on Sea

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# Christ Church with St Mary Magdalen and St Peter and St Paul St Leonards-on-Sea

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Christ Church, London Road, St. Leonards-on-Sea, East Sussex TN37 6GL

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Registered Charity no. 1170031

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**For the year ended 31 December 2019**

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**Website:** [www.christchurchstleonards.co.uk](http://www.christchurchstleonards.co.uk)  
**Priest-in-Charge:** Rt. Revd. Peter Wheatley  
**Independent examiner:** Ashdown Hurrey, Hastings  
**Bankers:** Charities Aid Foundation, West Malling

# **Christ Church and St Mary Magdalen and St Peter and St Paul, St Leonards-on-Sea Trustees Annual Report for 2019**

## **Our aims and purposes as a charity**

The PCC has the responsibility of co-operating with the Incumbent in:

- The provision and maintenance of the fabric of Christ Church, St Leonards on Sea and its associated buildings;
- Conducting regular Christian worship;
- The celebration of the Holy Eucharist, including on a daily basis at Christ Church; baptisms, marriages and funerals;
- Leaving Christ Church open to the public to enter and benefit from personal spiritual contemplation;
- Promoting the study of Christian teaching, practices and Scriptures;
- The provision of means and encouragement to promote fellowship within the membership of the Churches and the wider community;
- In addition to the above, Christian devotional acts and outreach work is carried out, including:
  - Visiting the sick;
  - Administering the Sacraments to those unable to attend regular acts of Worship, to the sick and dying;
  - Supporting pastoral work;
  - Fostering ecumenical links between differing Christian denominations;
  - Supporting the work of other local charities.

## **What we planned to do to achieve our charitable objectives**

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

For 2019 we continued to pursue the following objectives and activities to fulfill our aims:

- Enabling as many people as possible to worship at our church;
- Enabling as many people as possible to become part of our parish community;
- Teaching, baptizing and confirming new and existing believers;
- Maintaining an overview of worship throughout the parish;
- Considering how services can involve the many groups that exist within the parish;
- Putting faith into practice, through prayer and scripture, music and sacrament;
- Offering worship and prayer, learning about the Gospel, in small group situations;
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus;
- Provision of pastoral care for people living in the parish;
- Providing assistance to the poor and needy of the parish;

- Maintaining the fabric of the church building as a historic centre and focus of life in the Parish.

Our Mission Action Plan is regularly reviewed and monitored at PCC meetings.

### **What we achieved and how we affected beneficiaries' lives**

This year has been another busy one for the Parish, with services, pastoral care and mission and outreach work continuing, many special services and major events being held, including the Deanery Schools leavers service, the school Harvest Festival and Christmas Nativity Play, the and the Fellowship of St Nicholas Nativity play. We have also implemented some of our Mission Action Plan objectives, including the monthly 'Community Cafe' building on the growth and development of the monthly Saturday table sale and refreshments. We have also opened our Crypt as an emergency night shelter during the winter as part of the Local Authority Severe Weather Emergency Plan (SWEP) and have been able to extend this provision on other evenings through co-operation with Surviving the Streets. Our Parish Sunday School (PALS) leaders have met regularly to plan weekly activities for the PALS group and one of the leaders, Jane Hart, underwent training to become an Authorised Lay Minister.

### **Significant Clergy Changes**

Fr Luke Irvine-Capel took leave of the Parish on Mothering Sunday 31 March and members of the congregation attended his Licensing and Installation as Archdeacon of Chichester in Chichester Cathedral on 9 May when his incumbency at Christ Church came to an end.

Fr Sean Gilbert took leave of the Parish on Low Sunday 28 April and members of the congregation attended his Licensing as Priest-in-Charge of St Alban's, South Norwood on 24 May.

On 14 May Bishop Peter Wheatley was licensed as Priest-in-Charge.

### **Activities**

The range of activities for Christ Church can be split broadly into three categories –

- a) worship, prayer, catechesis, pastoral care and evangelism;
- b) fundraising and fellowship;
- c) serving the local community

### **Worship, prayer and pastoral care**

Over the weekend of 22-24 March a group of children from our Parish School joined the Diocesan pilgrim group at the Walsingham Children's Pilgrimage, led by Mr Russell Thorne, Mrs Sharon Blythe, Mr Graham Marcroft, Fr Sean and Fr Nick.

During Lent we offered Stations of the Cross, a weekly Lent lunch and study groups. We observed a full Holy Week during which Bishop Peter, Fr Nick and Fr Sean attended the Chrism Mass at Chichester Cathedral.

On 31 March Fr Luke Irvine-Capel took leave of the Parish.

In April members of all sections of our Scout Group (Beavers, Cubs and Scouts) joined in a St George-tide Mass and then paraded through Hastings with all Scout Groups in the Hastings and Rye District.

In May we celebrated the May Devotion to Our Lady with a Mass and Procession of Our Lady.

The Annual Parish Pilgrimage to the Shrine of Our Lady of Walsingham took place 17th – 21st June.

On 28 June we hosted the service of celebration for pupils leaving first and primary schools in the Diocese of Chichester.

The School End of Year Mass was celebrated in church on July 20th.

In September, we welcomed our Parish School for their Harvest Festival, and we gave thanks for the bounty which the earth brings at our Harvest Thanksgiving Mass and blessing of the Sea. Our Scout Group and School took a full and active part.

Also in September, Fr Nick Archer facilitated our first “Song of Praise” event. It was very successful, and made a profit. A similar service has been planned for September 2020.

Christ Church hosted the St Nicholas-tide (6th December) Nativity Play for the Fellowship of St Nicholas (FSN).

We welcomed Christ Church Primary School for their Christmas Nativity play and Service.

Acts of worship were carried out on every day of the year, and pastoral care continued through, in particular, the visiting of, and on occasions taking Communion to, parishioners who through sickness or age were unable to come to church.

The average attendance at the main Services at the church was **90** over 16 years and **10** under 16 years, and the number reported to be recorded on the renewed Electoral Roll is **117**. Easter attendance was **194** (178 communicants). Christmas Attendance was **291** (166 communicants).

In addition to our regular services, we enable our community to celebrate and thank God in the milestones of the journey through life. Through baptism, we thank God for the gift of life, in marriage public vows are exchanged with God’s blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commit their loved one into God’s keeping. This year, the Rector and Curate celebrated **8** baptisms and took **8** funerals.

The Parish held evenings of prayer, discussion, reflections for Lent and Advent. Lent lunches were held on Fridays throughout Lent, raising funds for the Additional Curates Society.

Parishioners led ‘Open the Book’ Collective Worship in school

Ecumenically, the parish shared a Good Friday walk of witness with the Roman Catholic Church, the local Baptist Church and St Leonards Church.

Christ Church Choir continued to participate fully in church services, including a Parish Christmas Carol Service and celebration of Holy Week.

The church bells were rung each Sunday, and on special occasions

## **Fundraising and Fellowship**

A fundraising group was established during the year in view of the substantial sum of money needed for renovation of the Church fabric.

The group welcomed Dr Katherine Prior, the Diocesan Adviser on Fundraising, on 7 June.

Parishioners run a monthly table sale that provides a regular source of income (and see below)

Parish lunches were held a number of times during the year after the Parish Mass, such as on the Feast of the Epiphany, and on Shrove Tuesday a pancake party.

The Parish Dining club met from time to time on Friday evenings.

## **Serving the Community**

The year saw church members looking outward in their mission and outreach, including:

- Supporting the Seaview Project (for the poor) through contributions of food and contributing staple foodstuffs and toiletries to the Hastings Food Bank.
- Supporting through volunteering with the Snowflake night shelter project
- Opening the Night Shelter in the Crypt operated by SWEP and Surviving The Streets.
- Serving as Local Governors at our Parish School.
- Serving as Trustees of the Christ Church Old Buildings Trust (CCOBT), Sarah Brisco Trust and the St Mary Magdalen Educational Charity.
- Serving as Board members of the Christ Church House Improvement Society Ltd. The Annual Meeting was held in the Parish Hall on 28 May.
- Hosting two weekly Alcoholics Anonymous meetings.
- Members of the Sewing group and other parishioners contributing to charity by knitting hats and clothing.
- Volunteering to lead our Scout Group and serve as members of the Scout Group committee.
- Leading the monthly Community Café.
- Providing at the monthly sales an opportunity for outreach and fellowship with the wider community through conversations at stalls and refreshments

The Parish Centre Hall and Christ Church Crypt continued to be resources for the community. As well as hosting church fundraising events and after-service fellowship, Christ Church Hall was used by the 'active arts' group, AA, Yoga, Tai Chi, Get Active, and A team, in addition to our own Beaver, Cub and Scout Group. The congregation at Christ Church is encouraging the

local community to make more use of the Hall, including running a table-top sale coffee morning each month and the opening of the 'book room' twice a week. The PCC agreed to make our hall and/or crypt available to Hastings Borough Council as part of the Severe Weather Emergency Plan (SWEP) to accommodate the local homeless community when the temperature drops below freezing.

We welcomed regular visits to church from different classes from our school and plan to develop a plan whereby different schools can use the Church building for learning across a number of areas of the national curriculum.

The Church hosted several concerts throughout the year and a good ongoing relationship is developing with the Hastings Philharmonic Choir and Chamber Choir and the group *Cantemus*. We look forward to further developing these partnerships.

The Church executed a very successful Festival of Talents in September, whereby a variety of firms and individuals from the local community exhibited examples of their skills and talents.

Strenuous efforts were made towards the beginning of the year to facilitate the move of Citizens Advice 1066 into CCOBT's Magnet Centre. It is hoped to develop a greater partnership with CAB in 2020.

## **Financial Review**

Throughout 2019 the PCC continued to highlight different ways in which people can financially contribute to the mission and ministry of the Church in this Parish. In particular this stressed giving through the Parish Giving Scheme (PGS), enabling a more direct means of reclaiming Gift Aid, thus helping with our cash flow. Although there was a small uptake in numbers in the PGS, the overall level of regular giving has not increased.

In 2019 one generous donation enabled an increase in donations compared to 2018 and one legacy was received. The PCC continue to, where possible, keep expenditure under tight control. However there was considerable expenditure on Architect's Fees partly in respect of planned future restoration work following the Quinquennial Inspection. As in previous years, without the special donation income, the deficit would have been £31,000. The level of the Parish Ministry Costs (PMC) to the Diocese, reduced in 2018, was returned to more normal levels of £60,000. There was a windfall gain on the revaluation of Investments held within historic reserves, but this should be regarded as a one-off, with the usual warning that valuations can reduce as well as increase.

The PCC continues to address this unsustainable financial position through its Financial Sustainability Sub-Committee, tasked with achieving a balance of income over expenditure over a 5 year period. Despite new fundraising initiatives in 2019, this has not made as much impact on reducing the deficit as had been hoped. Without the special donation income the planned deficit for 2020 remains too high at £37,000 thereby eroding further our accumulated reserves.

### *Why we hold some money in reserve*

The PCC discussed the following factors in arriving at their reserves policy:

- Money should only be kept in reserve for specific reasons – whilst the Bible clearly indicates that we should not hoard, it is also clear that sensible planning for known events and a contingency for emergencies are important.

- In 2019 there was an excess of expenditure over income of £19,000
- The ongoing income is insufficient to meet the ongoing costs of the Church. The largest item of cost being the Parish Share. Whilst there is no immediate cause for concern, given the current levels of cash and other reserves, it remains prudent to make reserves for both ongoing costs and special repair and maintenance costs, for the Church and Church Hall. No income is expected from St. Peters Hall in 2020, although small elements of cost are being incurred.

*Policy:* It is the policy of the Church to keep-six months' running costs (£70,000), to cover any unforeseen emergencies. The PCC will also keep in reserve sufficient funds to enable the Church, and Church Hall to be kept in a good and substantial state of repair. Currently an amount of £42,000 is considered to be a reasonable estimate.

This policy is reviewed annually.

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

The Parochial Church Council (PCC) is registered with the Charity Commission as required by the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

During the year the following served as members of the Parochial Church Council:

#### *Ex Officio members*

##### **Incumbent:**

The Revd Luke Irvine-Capel PCC Chairman [to 9 May 2019]

##### **Priest in Charge**

The Rt Revd Peter Wheatley PCC Chairman [from 14 May 2019]

##### **Assistant Curates:**

The Revd Sean Gilbert [to 28 April 2019]

The Revd Nicholas Archer

The Revd Dr Richard Ralph [NSM] PCC Secretary

##### **Wardens:**

Mrs Susan Shaw *PCC Vice Chairman*

Mrs Maureen Harman

##### **Elected Members:**

George Brice

Jessica Campbell *Assistant Safeguarding Officer*

Trevor Davies *Treasurer*

Julie Gidlow

Christopher Goodman *Data Protection Responsible Person*

Michael Hart

Jane Hart *Safeguarding Officer*

Wil Jewitt

Andrew Knight

Sharon Mercer

Carol Sherwood *Electoral Roll Officer*

David Smith

#### **Deanery Synod Representatives**

Louise Fisher

Anne Hanney *Assistant Safeguarding Officer*

Elizabeth Mackay

Membership of the PCC is determined under the Church Representation Rules and consists of certain *ex-officio* members (the incumbent, curates), the churchwardens and members of the Deanery, Diocesan or General Synods and 12 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible

#### **Structure, governance and management**

As required by law, a Standing Committee meets to transact PCC business between PCC meetings.

A Maintenance Committee of the PCC worked with the Rector and Standing Committee in managing the fabric of the buildings.

Safeguarding and Fundraising sub-committees of the PCC also met regularly. Meetings of the Churchwardens and of the Clergy Staff took place on a monthly basis, chaired by the Priest in Charge

#### **Christ Church St Leonards on Sea House Improvement Society Ltd**

The Board of Directors is chaired by Bishop Peter. The Company Secretary is Trevor Davies and the Managing agents continue to be FPE. Fr Richard Ralph is in attendance at Director's meetings. The Directors have the responsibility of administering and maintaining St Richard's House, Pevensey Road, St Leonards-on-Sea, East Sussex. During 2019, the Board of Directors continued to



improve the standard of housing and levels of comfort for our tenants. We were able to work in partnership with both East Sussex CC and Hastings BC as well as the local CAB in providing new, more efficient, heating and insulation to all of the Flats. The registered address is Christ Church Parish Office, 2 Christ Church Courtyard, London Road, St Leonards on Sea, TN37 6GL.

### **St Mary Magdalen Educational Charity**

The charity is registered with the Charity Commission (306495). The charity offers cash grants to individuals and organisations that will tend to facilitate education in accordance with the principles of the Church of England. The charity mainly operates within the parish of Christ Church and St Mary Magdalen, St Leonards-on-Sea or in the wider Borough of Hastings. The Trustees are chaired by Bishop Peter. Trevor Davies was appointed by the PCC as a Trustee and Treasurer.

### **Sarah Brisco Trust**

The charity is registered with the Charity Commission (211554). The Trustees are Bishop Peter, the Church Wardens and Treasurer. The charity exists for the relief of the poor of the Parish which it does through the making of grants to individuals, and organisations within the Parish of Christ Church, St Leonards-on-Sea, at the absolute and uncontrolled discretion of the Trustees.

In 2019 this included grants to Christ Church School for part of the costs of the schoolchildren's pilgrimage to Walsingham as well a contribution to the Community Internet Hub now established by the Citizen's Advice Bureau in the Magnet Centre, and available to all within our Community.

### **Christ Church St Leonards Old Buildings Trust**

The charity is registered with the Charity Commission (1087321)

The Trust owns and manages the buildings parallel to Christ Church known as the Old School Buildings.

The objects of the Trust are:

1. The advancement and promotion of theological education and training for lay and ordained persons in the Church of England.
2. Meeting rooms for the Ecclesiastical Parish of Christ Church and St Mary Magdalen, St Peter and St Paul, St Leonards-on-Sea.
3. Accommodation for clergy and their families within the Church of England.
4. For other charitable purposes connected with the Church of England

The Rector, Mrs Maureen Harman, Miss Maureen Mason, Bishop Peter Wheatley, Bishop Nicholas Reade, and Mr. Ian McKellar serve as Trustees. Mr. Andrew Knight is Clerk to the Trustees.

Highlights for 2019 have been:

- A ten-year lease let to CA1066 (Citizens Advice Bureau) from 2/1/19
- A rolling 1-year lease let as a private residence for 17 Alfred Street from 1/5/19

- The continuation of a rolling 1-year lease of the 'Parish Rooms' to the Christ Church PCC
- A continuation of a 125-year lease to Hastings Borough Council for the part of the building known as Renaissance House.

### **Risk Review**

The risks facing the PCC include the state of repair of the church, and the financial requirements to meet its stated activities, including payment of its Annual Parish Share. The structure of the church is continually monitored by the Fabric & Maintenance committee and the Church Architect and the finances are controlled by careful budgeting and encouragement and appeals to the worshippers and visitors.

There have been no serious incidents or other matters relating to this charity over the previous financial year that we should have brought to the attention of the Charity Commissioners but have not.

### **Organisational Structure**

The PCC is responsible inter-alia for promoting the mission of the Church, the parochial budget, and all expenditure thereunder, and the care and maintenance of the fabric of the church. The PCC is also the normal channel of communication between the parishioners and the Bishop of the diocese. All members of the PCC are volunteers.

New representatives are told of their responsibilities and of the issues facing the Church by existing representatives, and receive such additional training as required. Officers of the PCC, including the Secretary and Treasurer are appointed at the first meeting of the PCC after the Vestry Meeting.

As indicated, members of the PCC also serve as representatives on the Deanery Synod.

The church is run entirely by volunteers, as the clergy are remunerated by the Church Commissioners. Without the work of these volunteers, Christ Church would not function.

### **Fabric**

All required servicing has taken place, this includes: Church and Parish Centre Boilers, Font-Lifting Mechanism, PAT testing, Rectory Alarm servicing, and Organ Tuning.

The decoration of the Parish Centre has been completed.

In addition, a number of repairs and replacements have been carried out in the Parish Centre, including a new motor for the Boilers that has been fitted, thus enabling water to be heated when the heating is not on. In fact there was no hot water for a couple of months due to the burnt out motor in the cellar. It is my opinion that when the renovations were completed in 2005, the plumbing especially was skimped.

As may well have been noted elsewhere, the stonework of the church is in need of considerable repair. Late last year some masonry fell from the top of the west windows into the Organ Gallery.

Church outside metal railings and downpipes, and brass silverware are protected by SmartWater.

At the time of writing, the PCC is awaiting estimates for the replacement of some high lightbulbs in the Church, which will necessitate scaffolding, and the provision of additional radiators in the Parish Hall.

Appreciation is recorded to the Church Cleaning Team for hoovering, brass and silver cleaning, dusting, floor washing, rubbish & weed removing, and many such tasks. The Church and Parish Centre always appear immaculate.

### **Safeguarding Report**

The Parochial Church Council (PCC) adopts the Safeguarding Policy of the Diocese of Chichester and reviews this annually. Our Safeguarding Officer is Mrs Jane Hart. She is assisted by Mrs Anne Hanney and Miss Jessica Campbell. The Diocese has a Safeguarding Website <https://safeguarding.chichester.anglican.org>, which can be accessed by anyone, and all the policies and procedures adopted by the PCC are available here. They are also available via a link on the front page of our Parish website.

During 2019, the PCC and wider Parish community continued to undertake C0, C1 safeguarding training provided by the Diocesan Safeguarding team. Fr Luke, Fr Sean, Fr Richard and the retired clergy also undertook the required C2 level of training, as did all laity in a leadership role. The Clergy are also required to take C3 training.

The Diocesan Simple Quality Protects (SQP) safeguarding audit tool, was used to complete the SQPI audit. This was completed and is reviewed regularly, including at Deanery workshops.

All members of the congregation required to do so (those in leadership/training/supervision/trustee roles) have been DBS checked (Criminal Records Bureau), and these are updated every 5 years.

We aim to be transparent in all we do, and are compliant with all required forms and information, subject to GDPR.

Any safeguarding concerns should be addressed to the Clergy or Safeguarding officers, when advice and appropriate action will be taken. Any concern will be treated in utmost confidence.

There have been regular meetings of the Safeguarding Committee during 2019; these will continue monthly or bi-monthly thereafter.

### **Deanery Synod Report**

The Deanery Synod meetings are chaired by John Townsend. They always start with a reading and prayer.

At each Synod of 2019, we were given an update on the progress of the Deanery Plan. The Rural Dean, Rachel Creighton, or the Deputy Dean, the Rev David Hill, explained what steps are ongoing in formulating the report about reshaping the deanery. The final report is due in Summer 2020. Also Mr Andrew Creighton, the Deanery Treasurer, updates us with an overview of the deanery contributions to the diocese. He is very encouraging of our efforts. Later in the year, by June, safeguarding became a required item for us, on every agenda. In addition to the regular agenda

items we also had the following useful information from those who work closely with churches in the diocese. They are all potential resources.

In February, we had a fuller report on the Deanery Plan. In addition, we focussed on Deanery Synod's structure and purpose. We broke into small groups to discuss ways forward for inter-church communication and liaison, and communicating to Diocesan Synod and beyond to bring about bottom-up change, if needed. This was a welcome chance to network.

In June, the topic was 'Church Music when there is no musician'. Rev Lee Duckett of Christ Church, Ore hosted the meeting and spoke about using modern hymns backed by pop music. Soon after he arrived at Christ Church, Ore, his sound amplifier went up in flames. There were no professional musicians available to form a pop group. The congregation gradually raised money and, using a few members with guitars, eventually acquired a very sophisticated sound system, which we heard in action when we finished the meeting with hymns.

In September, we received a polished presentation on the "ins-and-outs" of insurance by advisors from Ecclesiastical Insurance, who work closely with churches. Many aspects were covered. More details are available from Rebecca Chantler.

In October, came the long-awaited Episcopal Visitation to the diocese. Bishop Richard Jackson spoke to the Synod. He recognised the amazing variety of Christian work being carried out in the deanery. He also discussed the findings of a wide study profiling church attendance. This was followed by supper provided by St Clements Church.

In November, we were introduced to the role of the Diocesan Advisory Committee (DAC). This is a committee formed of volunteers, experts in their fields, who can give advice on church repairs and new building projects. Many projects need faculty approval. More details from Emma Arbuthnot and Greg based in Chichester.

More details are available on request from Lizzy Mackay and Louise Fisher,

### **Christ Church Choir**

The Parish church choir, although small in number, consists of a very committed group of singers who support the leading of our worship each week. They rehearse weekly on a Friday evening at 7.00 pm as well as just before the Mass on a Sunday morning. They have also helped to teach the congregation unfamiliar parts of the service before the start.

This year the choir has also travelled further afield and has joined with the choir of St Neots Parish church in Cambridgeshire to sing Evensong at Peterborough Cathedral, Norwich Cathedral and Tewkesbury Abbey. This link is particularly appropriate as our first, Rector Charles Lyndhurst Vaughan, was the Rector of St Neots before he took up his post at Christ Church. The choir is keen to welcome new members and expressions of interest should be directed to me.

David Smith, *Director of Music*

### **Christ Church Bell Ringers**

The band of ringers continues to be reasonably strong numerically, with fourteen paid-up members of the Sussex County Association of Change Ringers based at Christ Church, and a number of regular visitors from other towers in Hastings. The bells continue to be in good order under the

watchful eye of our tower keeper Peter Blackman (an unofficial, and, needless to say, unremunerated post!).

I'm pleased also to be able to report that there is always a relaxed and pleasant atmosphere in the ringing chamber, and we welcome non-ringing as well as ringing visitors, whether they are interested in learning to ring or just wanting to see what goes on. Anyone reading these words is welcome to come up and see us on a Monday evening practice, any time from 7 until about 8.30.

Alan Pink, *Tower Captain*

### **9<sup>th</sup> Hastings (Christ Church) Scout Group**

It has been another busy year for the 9th Hastings Scout Group.

As Group Scout Leader, I have been overseeing the whole group, ensuring things run smoothly, making sure the Leaders are up-to-date with their training, doing DBS checks, and sorting out any problems that may arise.

I also deal with enquiries, mainly from parents wanting their children to join our group.

Over the past year we have had a steady flow of interest over all three sections; Beavers, Cubs and Scouts. I am pleased to say that most enquiries lead to the young people joining us. We have also welcomed some new adult helpers into the Group.

Over the last few months we have been running at full capacity and had to start a waiting list for each section, it's a downside of being so popular!

I am proud to say that all the Sections are delivering fun and exciting programmes. The Beavers, Cubs and Scouts have been doing some exciting activities, weekend camps, water sports days, and community-based activities like visiting the local Police station, Fire station and Life Boat Station as well as a sponsored litter-pick on the beach. Back in the summer, the whole group went on an outing to Chessington's.

All the Sections have been camping: the Beavers enjoyed a weekend camp at Mallydams (the RSPCA Centre); and the Cubs and Scouts enjoyed a joint weekend at Broadstone Warren, which started out very wet, but luckily soon dried out and ended up being a really good camp. I was pleased to be invited along to camp with them.

Lots of badges are being worked towards and successfully achieved as our members progress through the Sections. I am proud to say we have got many young people gaining their Chief Scout Awards.

Sadly, we have to say a few 'goodbyes' during the year. Firstly to Fr Luke, who had been so supportive towards our group, and then on St George's Day, Fr Sean, who spent a lot of time helping the Scouts and also appearing in the local Gang Show. We presented both of them with a framed Scout Scarf from the 9th Hastings.

We also said 'goodbye' to Shaun and Arron, who were running the Scout section, and a few Scouts who have reached the end of their time with us, hopefully to continue their Scouting with Explorers and beyond.

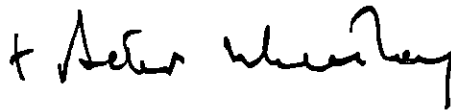
Following the departure of Shaun and Arron, Emma, who was our Assistant Leader, has stepped up and taken on the role of Scout Leader, with the help of the other assistants and myself. We are very pleased to say she is doing an excellent job.

Following our very wet camp, we started a tent appeal, to replace some of our old tents. We have had a great response in raising funds to purchase new tents and equipment. I would like to say a big 'thank you' to the Churchwardens who put us in touch with a couple of very generous charities.

Graeme Monk *Group Scout Leader*

This Trustees' Annual Report was approved by the PCC and signed on their behalf by The Rt. Revd. Peter Wheatley, PCC Chairman

10 March 2020

A handwritten signature in black ink, appearing to read "Peter Wheatley". The signature is written in a cursive style with a large initial 'P' and a long, sweeping tail.

## Annual Financial Report

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# Christ Church with St Mary Magdalen and St Peter and St Paul St Leonards-on-Sea

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Christ Church, London Road, St. Leonards-on-Sea, East Sussex TN37 6GL

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Registered Charity no. 1170031

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# Christ Church with St Mary Magdalen and St Peter and St Paul St Leonards-on-Sea

Registered Charity no. 1170031

Statement of Financial Activities for the 12 months ended 31st December 2019

	Unrestricted Fund	Restricted Fund(s)	Endowment Fund(s)	Total Funds 2019	Total Funds 2018
	£	£		£	£
<b>Income and endowments from:</b>					
Donations and legacies	86,697			86,697	71,911
Charitable activities	740			740	2,720
Other trading activities	26,920	6,262		33,182	34,843
Investments	4,634	440		5,074	3,715
Other receipts	0			0	
<b>Total income</b>	<b>118,991</b>	<b>6,702</b>	<b>0</b>	<b>125,693</b>	<b>113,189</b>
<b>Expenditure on:</b>					
Raising funds	158			158	14
Charitable activities	112,889	428		113,317	129,602
Other trading activities	24,942	4,805		29,747	25,231
Other expenditure	0	0		0	
<b>Total expenditure</b>	<b>137,989</b>	<b>5,233</b>	<b>0</b>	<b>143,222</b>	<b>154,847</b>
Net gains (or losses) on investments	7,868	2,247	12	10,127	-1,238
<b>Net income or (net expenditure)</b>	<b>-11,130</b>	<b>3,716</b>	<b>12</b>	<b>-7,402</b>	<b>-42,896</b>
<b>Transfers between funds</b>				0	0
	-11,130	3,716	12	-7,402	-42,896
<b>Other recognised gains/(losses):</b>				0	0
	0	0		0	0
	0	0		0	0
<b>Reconciliation of funds:</b>					
<b>Net movement in funds</b>	<b>-11,130</b>	<b>£3,716</b>	<b>£12</b>	<b>-7,402</b>	<b>-£42,896</b>
Total funds brought forward	£499,406	£13,715	£511	£513,632	£556,528
<b>Total funds carried forward</b>	<b>£488,276</b>	<b>£17,431</b>	<b>£523</b>	<b>£506,230</b>	<b>£513,632</b>



**Christ Church with St Mary Magdalen and St Peter and St Paul St Leonards-on-Sea**  
Registered Charity no. 1170031

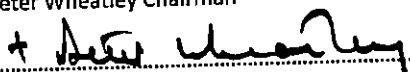
**Balance Sheet as at 31st December 2019**

	Total Funds 2019	Total Funds 2018	Notes
	£	£	
Intangible assets	-	-	
Tangible assets	110,000	110,000	
Investments	279,427	69,312	
Endowed investments	523	511	
<b>Total fixed assets</b>	<b>389,950</b>	<b>179,823</b>	<b>8</b>
Stocks	-	-	
Debtors	5,202	25,337	
Cash at bank and in hand	164,330	368,061	15
<b>Total current assets</b>	<b>169,532</b>	<b>393,398</b>	
Creditors: Amounts falling due within one year	(11,180)	(9,589)	11
<b>Net current assets or (liabilities)</b>	<b>158,352</b>	<b>383,809</b>	
<b>Total assets less current liabilities</b>	<b>548,302</b>	<b>563,632</b>	
Creditors: Amounts falling due after more than one year	-	-	12
Provisions for liabilities	(42,072)	(50,000)	13
<b>Total net assets or (liabilities)</b>	<b>506,230</b>	<b>513,632</b>	
<b>The funds of the charity:</b>			<b>14</b>
Endowment funds	523	511	
Restricted income funds	17,431	13,715	
Unrestricted funds	488,276	499,406	
Revaluation reserve	-	-	
<b>Total unrestricted funds</b>	<b>488,276</b>	<b>499,406</b>	
<b>Total charity funds</b>	<b>506,230</b>	<b>513,632</b>	

This Annual Financial Report, for the year ended 31st December 2018, including the notes following, was

Approved by the PCC and signed on its behalf by

Peter Wheatley Chairman

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Date 10 March 2020

## Notes to the financial report

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### 1 Accounting policies

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#### a Accounting convention

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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 and the revaluation of fixed assets. 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

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Funds held by the PCC are:

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

*Designated funds* - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

*Restricted funds* - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the 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.

*Endowment funds* - 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

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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

*Collections* are recognised when received.

*Planned giving* 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.

*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.

##### Charitable activities

*Sales of magazines and study notes* are recognised when received.

*Rents from property* are recognised in accordance with the rental agreements, when receipt is probable.

##### Other trading activities

*Trading activities* 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 cease of concerts: for the year in question, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place.

##### Investment income

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

**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.

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**d Expenditure**

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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.

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**e Fixed Assets**

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**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. For other property acquired prior to (date) there is insufficient cost information available and therefore the cost of such assets is not stated 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.

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**f Current Assets**

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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

## Notes to the financial report (continued)

### 2 Analysis of income and endowments

	Unrestricted Fund	Restricted Fund(s)	Endowment Fund(s)	Total Funds 2019	Total Funds 2018
	£	£		£	£
Planned giving (excl. Gift Aid)	20,206	-	-	20,206	24,085
Planned Giving (incl Gift Aid)	12,349	-	-	12,349	9,126
Donations	23,965	-	-	23,965	19,569
Loose cash collections	5,468	-	-	5,468	6,390
Fund Raising Events	1,075	-	-	1,075	1,373
Summer and Winter Fayres	-	-	-	-	-
Table Sales	3,869	-	-	3,869	3,097
Gift Aid recoverable	9,765	-	-	9,765	8,271
Legacies	10,000	-	-	10,000	-
Grants	-	-	-	-	-
<b>Donations and legacies</b>	<b>£86,697</b>	-	-	<b>£86,697</b>	<b>£71,911</b>
Fees for weddings & funerals	740	-	-	740	2,720
<b>Charitable activities</b>	<b>£740</b>	-	-	<b>£740</b>	<b>£2,720</b>
Summer fete & Christmas bazaar	3,563	-	-	3,563	2,954
Coffee and Candles	2,457	-	-	2,457	2,839
Rent from letting of St Peters Hall	-	-	-	-	12,164
Church Hall and Office Letting	20,900	-	-	20,900	12,676
Grants	-	250	-	250	100
Walsingham Pilgrimages	-	6,012	-	6,012	4,110
<b>Other trading activities</b>	<b>£26,920</b>	<b>£6,262</b>	-	<b>£33,182</b>	<b>£34,843</b>
Bank & CBF deposit interest	2,472	-	-	2,472	1,364
CBF investment fund dividend	1,968	440	-	2,408	2,351
HMRC Interest re Gift Aid	194	-	-	194	-
<b>Investments</b>	<b>£4,634</b>	<b>£440</b>	-	<b>£5,074</b>	<b>£3,715</b>
	-	-	-	-	-
<b>Total income and endowments on all funds</b>	<b>£118,991</b>	<b>£6,702</b>	-	<b>£125,693</b>	<b>£113,189</b>

## Notes to the financial report (continued)

### 3 Analysis of expenditure

	Unrestricted Fund	Restricted Fund(s)	Endowment Fund(s)	Total Funds 2019	Total Funds 2018
	£	£		£	£
Special appeals costs (e.g. adverts, brochures)	-	-		-	
Summer fete & Christmas bazaar costs	-	-		-	
Planned Giving Costs	158	-		158	14
Stewardship costs (e.g. printing envelopes)	-	-		-	
Grants costs (e.g. making E/Heritage application)	-	-		-	
Investment management costs	-	-		-	
Other fundraising (non-trading) costs	-	-		-	
<b>Cost of raising funds</b>	<b>£158</b>	<b>-</b>		<b>£158</b>	<b>£14</b>
Missionary and charitable giving					
Ministry:					
<i>diocesan parish share</i>	60,000	-		60,000	50,000
<i>other clergy costs</i>	2,363	-		2,363	6,553
Staff	6,752	-		6,752	6,646
Upkeep of services	2,761	186		2,947	2,568
Church running	10,048	-		10,048	13,151
Sunday school	-	242		242	94
Church maintenance and repair	3,937	-		3,937	39,642
Fabric Costs	-	-		-	0
Insurance of Church Building	6,566	-		6,566	6,346
Grants	50	-		50	0
Fees for Weddings and Funerals	-	-		-	1,555
Quinquennial Inspection/Architects Fees	17,928	-		17,928	1,067
Bank charges	90	-		90	180
Rectory Costs	594	-		594	0
Governance	1,800	-		1,800	1,800
<b>Cost of charitable activities</b>	<b>£112,889</b>	<b>£428</b>		<b>£113,317</b>	<b>£129,602</b>
Summer fete & Christmas bazaar costs	-	-		-	
St Peters Hall costs	3,307	-		3,307	8,062
Church Hall and Crypt running costs	18,192	-		18,192	10,283
Curate costs	3,443	254		3,697	1,774
Parish magazine costs	-	-		-	0
Bookstall costs	-	-		-	0
Walsingham Pilgrimages	-	4,551		4,551	5,057
Sundry Expenses	-	-		-	55
<b>Cost of other trading activities</b>	<b>£24,942</b>	<b>£4,805</b>		<b>£29,747</b>	<b>£25,231</b>
<b>Total expended on all funds</b>	<b>£137,989</b>	<b>£5,233</b>		<b>£143,222</b>	<b>£154,847</b>

## Notes to the financial report (continued)

### 4 Missionary and charitable giving:

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2019	Total Funds 2018
	£	£	£	£	£
Overseas:	-	-	-	-	-
Home:	-	-	-	-	-
	-	-	-	-	-

### 5 Staff costs

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2019	Total Funds 2018
	£	£	£	£	£
a Remuneration					
<i>Wages and salaries</i>	6,752	-	-	6,752	6,646
<i>Social Security costs</i>	-	-	-	-	-
	£6,752	-	-	£6,752	£6,646

### 6 Governance

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2019	Total Funds 2018
	£	£	£	£	£
<i>Independent examination</i>	1,800	-	-	1,800	1,800
<i>Accounts production</i>	-	-	-	-	-
<i>Bookkeeping</i>	-	-	-	-	-
	£1,800	-	-	£1,800	£1,800

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2019	Total Funds 2018
	£	£	£	£	£
<b>7 Analysis of transfers between funds</b>	-	-	-	-	-
	-	-	-	-	-

## Notes to the financial report (continued)

### 8 Fixed Assets

#### a Investments

	Unrestricted Fund	Restricted Fund/s	Endowed Fund/s	Total Funds	Notes
	£	£	£	£	
Market value 1 January 2019	56,922	12,390	511	69,823	
Purchase 2019	200,000	-	-	200,000	
	-	-	-	-	
Net (losses)/gains and revaluation	7,898	2,217	12	10,127	
<b>Market value 31 December 2018</b>	<b>£264,820</b>	<b>£14,607</b>	<b>£523</b>	<b>£279,950</b>	

#### b Tangible fixed assets

	Freehold land and buildings	Audio visual equipment	Office equipment	Total fixed assets	Notes
	£	£	£	£	
<b>Cost or valuation</b>					
At 1 January 2019	110,000	-	-	110,000	
Additions	-	-	-	-	
Disposals	-	-	-	-	
Revaluation	-	-	-	-	
<b>At 31 December 2019</b>	<b>110,000</b>	<b>-</b>	<b>-</b>	<b>110,000</b>	
<b>Charge for impairment</b>					
At 1 January 2019	-	-	-	-	
Additions	-	-	-	-	
Disposals	-	-	-	-	
Revaluation	-	-	-	-	
<b>At 31 December 2019</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Net book amounts</b>					
<b>At 31 December 2019</b>	<b>£110,000</b>	<b>-</b>	<b>-</b>	<b>£110,000</b>	
<i>At 31 December 2018</i>	<i>£110,000</i>	<i>-</i>	<i>-</i>	<i>£110,000</i>	

The freehold land and buildings comprise the Church Hall of St Peters Church at valuation on transfer into these Accounts. In the opinion of the PCC its current market value is estimated to be £110,000

## Notes to the financial report (continued)

### 9 Analysis of net assets by fund

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2019	Total Funds 2018	Notes
	£	£	£	£	£	
Investment fixed assets	374,820	14,607	523	389,950	179,823	
Current assets (except cash)	5,202	-	-	5,202	25,337	
Cash at bank and on deposit	161,495	2,835	-	164,330	368,081	
Current liabilities	(11,180)	-	-	(11,180)	(9,589)	
Provisions for Liabilities	(42,072)	-	-	(42,072)	(50,000)	
	£488,265	£17,442	£523	£506,230	£513,652	

### 10 Debtors

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2019	Total Funds 2018	Notes
	£	£	£	£	£	
Income tax recoverable	3,339	-	-	3,339	22,510	
Prepayments and accrued income	1,863	-	-	1,863	2,827	
Other debtors	-	-	-	-	-	
	£5,202	-	-	£5,202	£25,337	

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

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2019	Total Funds 2018	Notes
	£	£	£	£	£	
Deferred income	-	-	-	-	-	
Accruals for utilities and other costs	11,180	-	-	11,180	9,589	
Other creditors	-	-	-	-	-	
	£11,180	-	-	£11,180	£9,589	

### 12 Creditors: amounts falling due after more than one year

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2019	Total Funds 2018	Notes
	£	£	£	£	£	
Other creditors	-	-	-	-	-	
	-	-	-	-	-	

### 13 Provisions for Liabilities

	Unrestricted Funds	Restricted Fund/s	Endowed Fund/s	Total Funds 2019	Total Funds 2018	Notes
	£	£	£	£	£	
Provision for Church Hall Maintenance	-	-	-	-	-	
Provision for Church Maintenance	42,072	-	-	42,072	50,000	
	£42,072	-	-	£42,072	£50,000	

The Board of Trustees have deemed the valuation of the provision for Church Maintenance (2017 Church Hall and Church Maintenance) as reasonable based on the report of the Architect following the Quinquennial Inspection of the structure of the Church and the recommendations included in the Report.



## Notes to the financial report (continued)

### 14 Statement of funds

	Balances b/fwd 1 Jan 2019	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2019
	£	£	£	£	£
DBF Funds	511	-	-	12	523
<b>Total of all endowed funds</b>	<b>511</b>	<b>-</b>	<b>-</b>	<b>12</b>	<b>523</b>
Rector & Churchwardens	-	-	-	-	-
YACC	577	-	-	-	577
Walsingham Pilgrimage Fund	461	6,012	4,551	-	1,922
Sunday School	287	250	242	-	295
Trollopes Charity	12,390	440	440	2,247	14,637
<b>Total of all restricted funds</b>	<b>13,715</b>	<b>6,702</b>	<b>5,233</b>	<b>2,247</b>	<b>17,431</b>
General fund	499,406	118,991	137,989	7,868	488,276
<b>Total of all unrestricted funds</b>	<b>499,406</b>	<b>118,991</b>	<b>137,989</b>	<b>7,868</b>	<b>488,276</b>
<b>Total funds</b>	<b>£513,632</b>	<b>£125,693</b>	<b>£143,222</b>	<b>£10,127</b>	<b>£506,230</b>

The endowed fund comprises an historic bequest

The restricted funds are as set out above. The YACC balance is considered to be a designated account. Restricted funds are not invested permanently, but are to be spent within reasonable timescales.

The unrestricted fund includes a designated sum £42,072 which has PCC has set aside towards the cost of future fabric repairs to the Church

Within the unrestricted funds are balances totalling £306,352 that can be utilised for expenditure by the authority of the Rector and Churchwardens only

### 15 Analysis of cash and cash equivalents

	Total Funds 2019	Total Funds 2018	Notes
	£	£	
Cash in hand including non-notice deposits	164,330	368,061	
Notice deposits (less than 3 months)	-	-	
Overdraft facility repayable on demand	-	-	
<b>Total cash and cash equivalents</b>	<b>£164,330</b>	<b>£368,061</b>	

### 16 Related parties and transactions

Certain members of the PCC are also trustees of certain other Charities.

No member of the PCC has any financial transactions with any of these Charities.

***Independent examiner's report to the PCC of Christ Church with St Mary Magdalen and St Peter and St Paul***

This report on the accounts of the PCC for the year ended 31 December 2019, which are set out on pages 14 to 23, is in respect of an examination carried out in accordance with Church Accounting Regulations 2006 ('the Regulations') and s.145 of the Charities Act 2011 ('the Act').

***Respective responsibilities of the PCC and the examiner***

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Regulations and s.144(2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.


***Basis of Independent examiner's report***

My Examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

***Independent examiner's statement***

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act and the regulations have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:.....

Date:.....18/03/20.....

S. R. Sampson BFP FCA FCIE DChA  
For and on behalf of Ashdown Hurrey Auditors Limited  
Accountants and Business Advisors  
20 Havelock Road  
Hastings  
East Sussex  
TN34 1BP