

**PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF**

ST PAUL'S CHICHESTER

(REGISTERED CHARITY NO. 1133785)

TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 DECEMBER 2019

Principal address

St Paul's Church
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Chichester
West Sussex PO19 6FT

Independent examiner

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PAROCHIAL CHURCH COUNCIL OF ST PAUL'S CHICHESTER
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

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PAROCHIAL CHURCH COUNCIL OF ST PAUL'S CHICHESTER

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2019

The trustees have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 December 2019.

Foreword - Pandemic, Covid-19

The impact of Covid-19 is becoming clearer during the period this report and accounts are being prepared. The usual arrangements and timings for reporting have been revised, and the truly extraordinary and exceptional global impact are yet to be understood.

The response of St Paul's so far has been realistic, supportive and constructive. As the situation continues to develop, St. Paul's will continue to adapt to provide service to the whole community, looking after their spiritual, social and physical needs where possible and in full accord with Government directions of the day. We will support the most vulnerable where we can, recognising those in own congregation and vulnerable groups familiar to us.

We see beyond the phase we are now in, to a longer period of recovery. Our faith and values guide us to take actions now that both support the immediate priorities and prepare to build a new future. We are blessed with a strong financial position, and loyal and faithful congregation who are St. Paul's.

The remainder of the report is drafted prior to the implications of Covid-19.

Our aims and purposes as a charity

St Paul's PCC became a registered charity on 26 January 2010. The charity's name is The Parochial Church Council of the Ecclesiastical Parish of St Pauls, Chichester and the charity number is 1133785.

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

The Council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

Our Goals

After a consultation with the congregation in 2017, the PCC adopted five goals towards which we continue to work. They are as follows:

1. A true parish church - rooted in the life of the city, responsive to local needs, and open to all.
2. A place of imaginative and inspiring worship, with the Eucharist at our heart.

3. A community of faith, committed to deepening our own discipleship and nurturing the faith of others, not least children and young people.
4. A church that promotes a culture of inclusion, safeguarding, stewardship and good governance.
5. A supportive and caring congregation, with strong mission links and a commitment to environmental sustainability.

How we are seeking to be a true parish church- rooted in the life of the city, responsive to local needs, and open to all.

The church is open from early morning until 6pm each day. Both the church and the parish centre are used by church-run groups and non-church groups alike.

Church-run groups include Cherubs for babies, toddlers and their parents and a Ladies' Group. The parish centre offers meeting space for refugees and asylum seekers who are linked to Sanctuary in Chichester. The parish centre is also used by a rock choir, several WEA courses, two yoga classes and for meetings of the National Childbirth Trust. It is the exam centre for practical and theory music exams for the Associated Board of the Royal Schools of Music and Trinity. It is also used for some NHS groups dealing with depression and mood management, long-term illness and disability, and adolescent mental health problems with up to three meetings each week. Every week Say Aphasia meets to offer support to stroke patients.

In 2019 there were 19 funerals, three interments of ashes and one wedding. There were also 20 baptisms.

The church is used regularly for concerts. There were 18 concerts in 2019 and 2 full-day music workshops. The local Church of England Central Junior School used the Church three times for services and services were also held by four other local schools. The church was used six times in 2019 by the NHS Blood Transfusion service for blood donor sessions.

In November there was a Christmas Tree Festival that raised money for the local children's hospice Chestnut Tree House and St Paul's. The week concluded with a community carol service complete with donkey and mulled wine.

St Michael's Hall continues to offer the only significant meeting place in the large residential area in the north of the city. It is in almost constant use by keep fit classes (three yoga, and one Pilates), two art groups, Rainbow and Guide meetings, weekly meetings of a children's drama school (Perform), a mother and toddler group, puppy training, falls prevention classes, line dancing and a social group for elderly residents. It also provides a meeting space for the local residents' association and an holistic therapists' group. It was used 18 times in 2019 for children's birthday parties and suitable adult parties. It has been used for ABRSM theory exams when St Paul's has not been available. It was also used three times as a polling station.

Volunteers regularly take communion to people in their own homes when they are unable to get to church. Likewise, monthly services are held at Byron Court, Augusta Court, Marriott Lodge and Wellington Grange, the residential and nursing homes in the parish. St Paul's is providing office space for the Anna Chaplaincy that resources the spiritual journey of older people, especially those who are room bound, house bound and in care homes. In 2019 the chaplaincy made over 2000 visits to people in residential care.

There is a monthly Sunday tea party and Evensong at St Michael's, mostly for people who would otherwise be spending the day by themselves.

St Paul's participates in the city-wide scheme to offer homeless people the possibility of one hot meal each day. Our contribution is a cooked breakfast each Saturday that attracts fifteen people on average.

A project group was set up during the year to oversee proposed developments to the church and parish centre that would serve to enhance provision both for the congregation and the community. The work is due to take place in three phases. The first phase is to make the building more accessible by the construction of new ramps and electric doors. It is hoped that this work will begin in April/May 2020.

The second phase should see a total upgrade of the Parish Centre to make it a clean, comfortable and versatile resource for both the parish and the wider community. In particular, it will include the provision of a new kitchen, better storage facilities, and new community space. It will also involve a complete programme of redecoration and replacement of the existing windows with high-quality double-glazing. All of this work will be undertaken with a view to reducing energy loss and minimising environmental damage.

The third phase will be focused on the church itself. It will involve installing a completely new scheme of lighting, replacing the wall hangings with acoustic panels, installing a permanent projector and screen, improving and redecorating the porch, and undertaking the complete repainting of the walls and ceiling, including the sanctuary.

Plans were agreed with the architect and approved by the Diocesan Advisory Committee and planning permission was given. Under the title *St Paul's Renewed*, a vigorous programme of fundraising was initiated and applications were made to charitable trusts for grants. Among the grants received was money from the Heritage Lottery Fund to improve accessibility to the building and from the Sussex Historic Churches Trust that enabled two windows in the church to be repaired. Grants were also received from the Chichester City Council, West Sussex County Council, the Duke of Richmond's Trust, Rathbones Investments and several other local and national trust foundations and businesses. A Christmas Tree Festival was also organised. Several other fundraising applications and initiatives are planned for 2020. The PCC agreed to use money from the Allen Trust to support the building project together with the proceeds of selling the flat owned by the Trust.

How St Paul's is a place of imaginative and inspiring worship, with the Eucharist at our heart.

The main service, at which the Eucharist is celebrated, takes place at 10am on Sundays. The average attendance at this was 170. Other eucharistic services take place at 8am on Sundays and Tuesdays and at 10am on Thursdays. Morning and evening prayer are said each day in the chapel. There is a monthly service that focuses on healing and another that offers a simple Eucharist with Taizé music. All these services provide people with an opportunity to worship God through music and silence, to reflect on scripture, to reaffirm faith and to pray for the needs of the Church and the world. In addition, and very importantly, they provide many people with the human interaction and care that are often in short supply in their lives.

How St Paul's aspires to be a community of faith, committed to deepening our own discipleship and nurturing the faith of others, not least children and young people.

St Paul's offers many opportunities for prayer, worship and Christian fellowship.

Sunday sermons, Bible reading, and prayer expand our knowledge and understanding of our Christian faith and challenge us to reflect on our values and the way that we live our lives in relation to the multiplicity of needs and concerns that surround us. Additional opportunities for learning and reflection are provided through weekly Bible Study Groups, Lent Groups, and two groups that meet monthly as the Fellowship of the Third Age (F3A). The church is also used a contemplative prayer group.

Our church continues to be a welcoming environment for children, young people and their families and this is reflected in attendance at our weekly events. Our Sunday School had an average attendance of 33 during the year and attracts young people aged 4-16. Sox, our youth group for those in school years 4-6 recorded attendances between 11 and 22 and we also re-started Rox, our youth group for those in Secondary School. This has proved to be a popular club, with attendances of between 6 and 26, an average attendance of 16 young people. Our Boys Brigade recorded attendances of between 14 and 25 boys and girls, aged 5-11. A number of young people attended the diocesan camp in May.

Our seasonal services again proved to be popular, with our Crib and Christingle service on Christmas Eve attracting over 250 adults and 131 children. Our traditional nativity tableau this year once more had a cast of 26 people and was enjoyed within our main 10am service, with a congregation of over 150 people. Messy Church continues to attract around 40 children each month, with our busiest session being a Saturday session which attracted 95 children and their carers.

Our Cafe Church continued to be a popular option for busy families with children and saw attendances grow from 48 through to 70 over the course of the year.

How we are working towards being a church that promotes a culture of inclusion, safeguarding, stewardship and good governance.

The electoral roll underwent a complete revision in 2019 and the number recorded at the Annual Parochial Church Meeting was 232.

Anyone is welcome at St Paul's. The church is attended by people of all ages and they are encouraged to play an active part in services and a wide range of volunteer roles. There is no distinction between men and women in the offices that can be held. The congregation contains a refreshing spectrum of people with ethnicities other than the UK white classification that reflects the diversity within the parish. It also embraces people with learning difficulties, mental health issues and physical disabilities. Over the years the church has been home to people irrespective of their sexual orientation or gender reassignment.

The PCC received regular reports about safeguarding and took steps to ensure that the safeguarding policies relating to children and to vulnerable adults were up to date and prominently displayed.

St Paul's is fortunate to have at least 120 people who volunteer in various capacities, many of them in more than one role. Work was undertaken during the year to ensure that all

volunteers had clear role descriptions and a training event on leadership, run by Sussex HR, took place in October.

A case brought against St Paul's PCC in 2016 by the former parish administrator was heard at an Employment Relations Tribunal on the 1st and 2nd of April. The outcome had been announced on the 18th of April. The claim had been upheld and the remedy awarded to the claimant. In recognition that clearer terms and conditions for employees needed to be in place, a small group began work in consultation with Sussex HR that resulted in the development of a Statement of Particulars, a grievance procedure and a disciplinary procedure.

The PCC met nine times during 2019 with an additional extraordinary meeting in April to agree the annual report and the accounts before presentation to the independent examiner. The average attendance at full Council meetings was 82%. During the year the PCC agreed that there should be a Standing Committee to carry out business between full Council meetings. The Standing Committee met twice in 2019.

How we try to be a supportive and caring congregation, with strong mission links and a commitment to environmental sustainability.

The pastoral care team continued to function through trying to ensure that visits were made people in residential and nursing homes and those unable to come to church and in offering lifts to medical appointments.

St Paul's has a very active mission group that holds several fund-raising events during the year. These included a barbecue, a barn dance and a cream tea specifically to raise funds for the work of USPG among refugees in Greece. In addition, five per cent of income is given to mission agencies and charities. There is a mixture of standard beneficiaries and organisations recommended by members of the congregation. Donations were made in 2019 to the Church Army's Centre of Mission in Southampton, the Church Mission Society, BEATS which is a school set up in Sumatra after the devastation of the tsunami in 2004, Children on the Edge that works with marginalised and abandoned children and the Chichester Diocesan Harvest Appeal for West Africa, USPG for its work in South India. Additional donations were made to Confide that offers a local counselling service to those of any faith or none, not least to those on low incomes, the Chichester City Centre drop-in centre that runs a safe after-school drop-in for secondary school children, the Snowdrop Trust for children with life-limiting illnesses, Children on the Edge which aims to help forgotten children such as Syrian children living in Lebanon and Rohingya children in camps in Bangladesh, Beads of Courage which is a national children's cancer charity and Sanctuary in Chichester that offers support to asylum seekers and refugees. Money was also set aside to provide breakfasts for homeless people.

There is a monthly donation of food and toiletries to Stonepillow, a local homelessness charity. At Christmas, members of the congregation buy toys to be given to children in the deprived area of Southampton to which St Paul's is linked through the Church Army.

We are a Fair-Trade church and are committed to using fair trade products wherever possible. There is a monthly Traidcraft stall that sells fairly traded foodstuffs. We hold an Eco-congregation award and our green credentials are subject to regular internal scrutiny

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

Committees

The *Standing Committee* is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any direction given by the Council.

Risks

The PCC have reviewed and assessed the risks relating to its activities and satisfied that they have taken all reasonable steps to limit or provide cover for the major risks.

Reserves

It is PCC policy to maintain a balance on the unrestricted reserves (excluding property) which it considers appropriate as a contingency for unforeseen bills.

The General Fund (which is effectively the unrestricted fund excluding all the designated funds) had a balance at the year-end of £11,398 (2018 £29,116).

Investment Policies

The PCC has authority and power to invest its funds in accordance with its legal responsibilities.

Membership of Parochial Church Council (PCC)

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

Ex Officio members

Incumbent:	The Revd Canon Simon Holland	Chairman
Curate:	The Revd Martha Weatherill	Assistant Curate
	The Revd Rachel Hawes	Associate Rector
Readers:	John Ashwin, Martin Cooke, Alison Horncastle	
Churchwardens:	John Ashwin (vice-chairman)*	
	Alison Horncastle*	

Elected Members

Alison Barclay
David Brown (co-opted choir representative)
Rachel Brown (elected member until April 2019; co-opted member from June 2019)
James Dunn (from April 2019)
Margaret Elkin (from April 2019)
David Foster (co-opted member until April 2019. elected member from April 2019. Secretary from September)

Charles Gauntlett
 Emily Lawrence (from April 2019)
 Kathryn Manouch (until April 2019)
 Richard Radford
 Peter Shaw
 Roderick Smith (Treasurer. Co-opted member)*
 Bruce Taylor
 *Nicola Tongue (part year)
 Martin Troy
 Clare West (until April 2019)
 Jack Wingfield

*Standing Committee member

Deanery Synod

Meta Dunn
 Margaret Heald (Secretary until September)
 Valerie Sargeant

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 Synods and 12 members of the church.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by The Revd. Canon Simon Holland, PCC Chairman

Simon Holland

10/10/20
 Date.....

PAROCHIAL CHURCH COUNCIL OF ST PAUL'S CHICHESTER

STATEMENT OF RESPONSIBILITIES OF THE MEMBERS

YEAR ENDED 31 DECEMBER 2019

The Charities Act and Charity Law and Church Accounting Regulations 2006 require the members of the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the end of the year and of the incoming and outgoing resources for the year then ended.

In preparing those financial statements, the members of the PCC are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The members of the PCC are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act and Charity Law and Church Accounting Regulations 2006. The members of the PCC are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

PAROCHIAL CHURCH COUNCIL OF ST PAUL'S CHICHESTER

Independent examiner's report to the members of PCC of St Paul's Church

I report to the members on my examination of the accounts of the PCC of St Paul's Church (the PCC) for the year ended 31 December 2019.

Responsibilities and basis of report

As the charity 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') and the Church Accounting Regulations ('the Regulations').

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the 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 accounting requirements of the Church Accounting Regulations.

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.

M. W. Merritt

Michael Merritt FCA
Lewis Brownlee (Chichester) Limited
Appledram Barns
Birdham Road
Chichester
PO20 7EQ

13 October 2020
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**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2019**

		Unrestricted	Restricted	Endowment	TOTAL FUNDS	<i>TOTAL FUNDS</i>
	<u>Notes</u>	<u>Funds</u> <u>£</u>	<u>Funds</u> <u>£</u>	<u>Funds</u> <u>£</u>	<u>2019</u> <u>£</u>	<i><u>2018</u></i> <i><u>£</u></i>
Incoming resources						
<i>Donations and legacies</i>	3a	113,373	84,346		197,719	<i>132,632</i>
<i>Other trading activities</i>	3b	50,036	6,592		56,628	<i>50,892</i>
<i>Income from investments</i>	3c	569	7,353	297	8,219	<i>7,416</i>
<i>Income from church activities</i>	3d	3,379			3,379	<i>3,202</i>
<i>Other income</i>	3e		8,500		8,500	<i>10,102</i>
Total income and endowments		167,357	106,791	297	274,444	<i>204,244</i>
Resources expended						
<i>Expenditure on raising funds</i>	4a	293	2,126		2,419	
<i>Expenditure on church activities</i>	4b	170,677	114,754	1,284	286,715	<i>231,251</i>
Total resources expended		170,970	116,880	1,284	289,132	<i>231,251</i>
<i>Gains/(losses) on investments</i>	7b	532	32,623		33,155	<i>(24,000)</i>
<i>Gains/(losses) on investment property</i>	6					<i>189,430</i>
Net incoming/(outgoing) resources before transfers		(3,081)	22,534	(987)	18,466	138,423
<i>Gross transfers between funds</i>						
Net incoming/(outgoing) resources before other recognised gains/losses		(3,081)	22,534	(987)	18,466	138,423
Net movement in funds		(3,081)	22,534	(987)	18,466	138,423
Total funds brought forward at 1 January		100,604	533,239	12,372	646,215	507,792
Total funds carried forward at 31 December		97,523	555,773	11,385	664,681	646,215

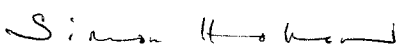
PAROCHIAL CHURCH COUNCIL OF ST PAULS CHICHESTER Registered Charity no. 1133785

BALANCE SHEET AT 31 DECEMBER 2019

	<u>Notes</u>	<u>2019</u>	<u>2018</u>
		<u>£</u>	<u>£</u>
Fixed assets			
Investment Property (Regnum Court)	6	240,000	240,000
Tangible fixed assets	7a	2,219	2,783
Investments	7b	272,479	242,232
Total fixed assets		514,698	485,015
Current assets			
Stock		150	150
Debtors	9	1,475	
Short term deposits		130,948	122,828
Cash at bank and in hand		61,104	46,402
		<u>193,677</u>	<u>169,380</u>
Current Liabilities			
Creditors: amounts falling due within one year	10	<u>(43,692)</u>	<u>(8,180)</u>
Net current assets		149,985	161,200
Total assets less current liabilities		664,683	646,215
NET ASSETS		664,683	646,215
Funds	8		
Endowment funds	8	11,386	12,372
Restricted funds	8	555,773	533,239
Unrestricted funds	8	97,524	100,604
TOTAL FUNDS		664,683	646,215

Approved by the PCC and signed on its behalf by
The Revd Canon Simon Holland , PCC Chairman:

Roderick Smith , Honorary Treasurer


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Date 10/10/20
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The accompanying notes form a part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019**

1. Charity information

St Paul's Church is an unincorporated charity registered in England and Wales. The principal place of business is Churchside, Chichester, PO19 1QN. The principal activities and nature of entity's operations is disclosed in the Trustees Report.

The financial statements are presented in Sterling (£), which is also the functional currency of the charity.

2. Accounting policies

a Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)' and the Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'. The financial statements have been prepared under the historical cost convention.

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. The accounts have been prepared ignoring all small roundings.

The PCC constitutes a public benefit entity as defined by FRS102.

b Funds accounting

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.

Expendable endowment fund - 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

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2019

c Incoming resources

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

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants are recognised when the formal offer in writing of the funding is received by the PCC.

Legacies are recognised when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met

Income from Charitable Activities

Income is recognised when the money is received.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same accounting year

All other income

All other income is recognised in the period to which it relates.

Income received in advance is deferred to the period to which it relates.

Gains and losses on investments

Realised gains are recognised when the investments are sold

Unrealised gains and losses are accounted for on revaluation on 31 December.

d Resources used

Resources expended are accounted for on an accruals basis and are 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. All expenditure on consecrated or beneficed buildings and related moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial activities and is separately disclosed

The PCC owns the freehold of St Michael's Church Summersdale, which is held by the Diocese as Custodian Trustee. This property is not included at any valuation in the accounts as there is insufficient cost information for the asset and an alternative valuation would not be reliable for a church building. No depreciation is provided on property as it is the PCC's

policy to maintain the asset in a continual state of sound repair. The economic life of the asset is so long and the residual value so high that any depreciation would not be material. The asset is subject to annual impairment reviews and provision would be made for any diminution in value.

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2019**

e Fixed Assets

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	10% straight line
Audio visual equipment	20% straight line
Office equipment	20% straight line

Investment Property

Properties held for investment are included in the Balance Sheet at their fair value, the changes in which are recognised in the Statement of Financial Activities.

Investments

Investments are stated at market value at the balance sheet date and the statement of financial activities shows investment gains and losses arising from revaluation of the investment portfolio and disposals during the period.

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 uncollectable.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, Brewin Dolphin or at the bank.

g Creditors

Short-term creditors are measured at transaction value.

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2019

3 Incoming resources

	Unrestricted	Restricted	Endowment	TOTAL FUNDS	<i>TOTAL FUNDS</i>
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>2019</u>	<u><i>2018</i></u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
a Donations and legacies					
Planned giving	69,183			69,183	<i>65,311</i>
Collections at all services	14,309	2,538		16,847	<i>15,670</i>
Sundry donations and appeals	8,934	81,310		90,244	<i>18,797</i>
Income tax recoverable	17,697	498		18,195	<i>32,354</i>
Legacies	3,250			3,250	<i>500</i>
	<u>113,373</u>	<u>84,346</u>		<u>197,719</u>	<u><i>132,632</i></u>
b Other trading activities					
Fetes, bazaars and other fund-raising events	8,825	6,592		15,417	<i>9,197</i>
Parish Centre Hire	38,787			38,787	<i>39,113</i>
Parking Donations					<i>25</i>
Photocopying	694			694	<i>1,281</i>
Coffee Sales	1,730			1,730	<i>1,276</i>
	<u>50,036</u>	<u>6,592</u>		<u>56,628</u>	<u><i>50,892</i></u>
c Income from investments					
Dividends and interest	569	7,353	297	8,219	<i>7,416</i>
	<u>569</u>	<u>7,353</u>	<u>297</u>	<u>8,219</u>	<u><i>7,416</i></u>
d Income from Church Activities					
Fees from funerals, weddings etc	3,379			3,379	<i>3,202</i>
	<u>3,379</u>			<u>3,379</u>	<u><i>3,202</i></u>
e Other income					
Rent		8,500		8,500	<i>10,102</i>
		<u>8,500</u>		<u>8,500</u>	<u><i>10,102</i></u>
Total incoming resources	<u>167,356</u>	<u>106,792</u>	<u>297</u>	<u>274,445</u>	<u><i>204,244</i></u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2019

4 Resources expended

	Unrestricted	Restricted	Endowment	TOTAL FUNDS	TOTAL FUNDS
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>2019</u>	<u>2018</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
a Expenditure on raising funds					
Stewardship costs					
Fetes, bazaars and other fund-raising events	293	2,126		2,419	
Concert Costs					
	293	2,126		2,419	
b Expenditure on church activities					
Missionary and charitable giving:					
Overseas:					
B.E.A.T.S	1,000			1,000	1,890
Childrens Society		205		205	686
CMS	1,000			1,000	1,611
DEC (special collections)		953		953	
Children on the Edge	350			350	400
US (formally USPG)	1,427			1,427	1,000
SPCK					600
Diocesan Harvest Appeal	500			500	400
Diocesan Refuge Project					
Voices in Exile					
McCabe Educational Trust					
Promise Nepal	200			200	300
Home:					
Church Army	1,000			1,000	1,000
Stonepillow (donations throughout year) *	593			593	1,300
Samaritans (auction)					
Confide	550			550	600
UK Harvest					
Chichester City Drop In	650			650	
Beads of Courage	350			350	
Chestnut Tree House		1,311		1,311	300
March School	100			100	
Mothers Union					
Chi DBF - Bishops Fund					157
Snowdrop Trust	550			550	451
Angelman					300
Donkey Sanctuary	100			100	
Sanctuary	350	1,000		1,350	1,200
	8,720	3,469		12,189	12,195

* Note £3,598 also raised for Stonepillow (paid by St Paul's in 2020 - on behalf of Chichester Churches Carol Singers)

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2019**

4 Resources expended

	Unrestricted <u>Funds</u>	Restricted <u>Funds</u>	Endowment <u>Funds</u>	TOTAL FUNDS <u>2019</u>	<i>TOTAL FUNDS <u>2018</u></i>
Ministry costs:					
diocesan parish contribution	68,295			68,295	66,545
other clergy costs	12,814			12,814	10,993
Church running expenses	13,298			13,298	19,563
Church maintenance	4,265	14,567		18,832	48,978
Upkeep of services	3,369	5,159	1,284	9,812	7,531
Upkeep of churchyard					766
Parish magazine/Library	264			264	252
Sunday school costs/ Youth Work	14,570			14,570	12,239
Housing Costs	2,140	4,445		6,585	4,864
Salaries/Training	25,464	37,100		62,564	24,062
Church hall running costs	14,309			14,309	12,347
Bank charges	65			65	6
Depreciation	564			564	858
Independent examination fee	1,400			1,400	1,960
Professional Fees	1,140	50,014		51,154	8,092
	170,677	114,754	1,284	286,715	231,251
Total resources expended	170,970	116,880	1,284	289,134	231,251

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2019

5 Staff costs

2019 2018

	<u>£</u>	<u>£</u>
a Wages and salaries, including organist fees	35,340	30,569
<i>Social Security costs</i>	<i>3,858</i>	<i>1,836</i>
	39,198	32,405

During the year the PCC employed a Parish Administrator, Director of Music, Organist, Youth worker, Caretaker and Office Assistant all of whom are part time.

No employee received remuneration in excess of £60,000

b Payments to PCC members

No payments were made to a member of the PCC this year

6 Investment property

	Unrestricted <u>Funds</u> <u>£</u>	Restricted <u>Funds</u> <u>£</u>	Endowment <u>Funds</u> <u>£</u>	Total <u>£</u>
Cost		50,570		50,570
Fair value adjustment 2018		189,430		189,430
Change in year		-		-
Value at 31 December 2019		240,000		240,000

The value of the property remains at the previous value of £240,000 at the balance sheet date.

7 Fixed Assets

a Tangible fixed assets

	Church <u>Furnishings</u> <u>£</u>	Office <u>equipment</u> <u>£</u>	St Michaels fixture & fittings <u>£</u>	TOTAL <u>£</u>
Cost or valuation				
At 1 January 2019	39,890	3,990	10,800	54,680
Additions				
Disposals				
Revaluation				
Transfer to investment property				
At 31 December 2019	39,890	3,990	10,800	54,680
Depreciation				
At 1 January 2019	39,080	3,990	8,827	51,897
Provided in the year	270		294	564
Disposals				
At 31 December 2019	39,350	3,990	9,121	52,461
Net book amounts				
At 31 December 2019	540		1,679	2,219
At 31 December 2018	810		1,973	2,783

The PCC owns the freehold of St Michaels Church, Summersdale, which is held by the Diocese as Custodian Trustee. The property is not included at any valuation in the accounts as there is insufficient cost information for the asset and an alternative valuation would not be reliable for a church building.

b Listed Investments

	Brewin & Dolphin - Total <u>£</u>	Brewin & Dolphin - Current <u>£</u>	Brewin & Dolphin - Fixed <u>£</u>	Other <u>£</u>	Total <u>£</u>
Market value 1 January 2019	247,322	8,298	239,024	3,207	242,231
Fees	-3,006	-3,006			
capital appreciation/depreciation	32,623		32,623	532	33,155
income received/withdrawn	7,315	7,315			
Brewin & Dolphin transfers between fixed investments and current deposits		2,908	-2,908		-2,908
Market value 31 December 2019	284,254	15,515	268,739	3,739	272,479

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2019

8 Analysis of Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2019 £	Total Funds 2018 £
Fixed assets for church use	2,220			2,220	2,783
Investment fixed assets	23,740	488,739		512,479	482,232
Current assets	73,494	108,796	11,386	193,676	169,380
Current liabilities	(1,930)	(41,762)		(43,692)	(8,180)
	97,524	555,773	11,386	664,683	646,215

9 Debtors

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2019 £	Total Funds 2018 £
Income tax recoverable	-	-	-	-	-
Prepayments and accrued income	-	-	-	-	-
Accounts receivable	1,475.00	-	-	1,475.00	-
	1,475.00	-	-	1,475.00	-

10 Creditors: amounts falling due within one year

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2019 £	Total Funds 2018 £
Accruals for utilities and other costs	1,930			1,930	4,350
Other Creditors (inc agency collections)		41,762		41,762	3,830
	1,930	41,762		43,692	8,180

11 Related party transactions

During the year the Trustees received a reimbursed expenditure of £Nil (2018:£Nil).

There have been no related party transactions that would require disclosure in the accounts.

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2019

12 Statement of funds

	Bal b/fwd 1 Jan 2019	Income	Expenditure	Other gains/ Losses	Transfers	Bal c/fwd 31 Dec 2019
	£	£	£	£	£	£
Unrestricted Fund						
General fund	29,116	143,588	(160,906)	(400)		11,398
Designated Boys Brigade/ Girl Guides	551	1,227				1,778
Designated Choir Donations	50					50
Designated Church Maintenance	12,557					12,557
Designated Family Camp	0	1,500	(1,358)			142
Designated Food Bank	10	5				15
Designated Homeless Breakfast	250	120	(608)	400		162
Designated Ladies Group	759	200	(200)			759
Designated Meet & Eat	120					120
Designated Rectory Redecoration	586					586
Designated Retreat	0	820	(209)			611
Designated Mission Group	2,553	1,461	(2,080)			1,934
Designated Stonepillow	88	505	(593)			0
Designated PCC Reserve	1					1
Designated Kitchen Fund	30,706	2,569	(268)			33,007
Designated Rectors Discretion	171	123			532	826
Designated St Michaels	23,084	15,235	(4,744)			33,575
	100,602	167,357	(170,970)	0	532	97,524
Restricted Fund						
Organ Scholarship	85					85
Parish Centre Development	4,061					4,061
Building and Development	0	80,145	(18,085)			62,060
Youth Work & St Johns	0	4,000				4,000
Berlin	930					930
Special Collections	624	2,792	(205)			3,211
Special Services		500	(953)			(453)
Music Fund	149					149
Church Furnishing	1					1
Organ Restoration	970	3,000	(5,158)			(1,188)
Heritage Lottery	0	500	(415)			85
Building on Success	180					180
Allen Trust	526,239	15,853	(92,062)	32,623		482,653
	533,239	106,791	(116,880)	32,623	0	555,773
Endowment Fund						
Mary Gordon bequest	12,372	297	(1,283)			11,386
	12,372	297	(1,283)	0	0	11,386
Total funds	646,215	274,440	(289,127)	32,623	532	664,683

Designated Funds

Choir Donations to provide for future choir expenses not covered by Mary Gordon.

Church Maintenance to provide for major maintenance and Quinquennial report.

Rectory Redecoration to provide for future redecoration of the rectory

Mission Group: Monies not paid over at the year end.

Stonepillow: Monies not paid over at the year end.

PCC Reserve: to provide for future expenditure as directed by PCC

Kitchen fund to pay for new or replace kitchen equipment. Proceeds from meals are paid into it.

Rector's Discretionary fund to provide confidential personal assistance in cases decided by the Rector and churchwardens

St Michael's to provide for future maintenance of the property.

Restricted fund.

Organ Scholarship fund holds donations made for the advanced musical training for Organists

Parish Centre Development holds funds passed on and donations received for the development and extension of the church centre

Berlin fund holds donations towards the return visit of the Paul Gerhard Church from Berlin

Re-ordering holds donations made for re-ordering the church, outside the Allen Trust. To be used as directed by the PCC Taking into account the wishes of donors

Music fund holds donations made for the advanced musical training for Organists and Director of Music.

Organ Restoration holds funds raised for restoration of the Hunter organ.

Building on success holds funds raised for the future development of the church.

Sound System Fund to provide for future replacement of the sound system.

New Church Organ to provide for future replacement of the church organ

Allen Trust to provide for future church expenditure excluding the pay of Stipendiary Clergy

Expendable Endowment Fund

Mary Gordon to be used for the suitable and relevant upkeep of the worship and vestments and linen in the church

13 Capital commitment

	2019	2018
	£	£
Authorised and not contracted	200,000	200,000

**PAROCHIAL CHURCH COUNCIL OF ST PAUL'S CHICHESTER Registered Charity no. 1133785
FOR THE YEAR ENDED 31 DECEMBER 2019**

Note 14 - Comparison of prior year SOFA by Fund

	Unrestricted	Restricted	Endowment	TOTAL FUNDS	Unrestricted	Restricted	Endowment	TOTAL FUNDS
	<u>Funds</u> £	<u>Funds</u> £	<u>Funds</u> £	<u>2019</u> £	<u>Funds</u> £	<u>Funds</u> £	<u>Funds</u> £	<u>2018</u> £
Incoming resources								
<i>Donations and legacies</i>	113,373	84,347	0	197,719	130,939	1,690	3	132,632
<i>Other trading activities</i>	50,036	6,592	0	56,628	50,892	0	0	50,892
<i>Income from investments</i>	569	7,353	297	8,219	326	6,895	195	7,416
<i>Income from church activities</i>	3,379	0	0	3,379	3,202	0	0	3,202
<i>Other income</i>	0	8,500	0	8,500	0	10,102	0	10,102
Total income and endowments	167,357	106,791	297	274,445	185,359	18,687	198	204,244
Resources expended								
<i>Expenditure on raising funds</i>	293	2,126	0	2,419	0	0	0	0
<i>Expenditure on church activities</i>	170,675	114,754	1,284	286,713	215,077	13,647	2,527	231,251
Total resources expended	170,970	116,880	1,284	289,132	215,077	13,647	2,527	231,251
<i>Gains/(losses) on investments</i>	532	32,623		33,155	(46)	(23,954)		(24,000)
<i>Gains/(losses) on investment property</i>		0		0		189,430		189,430
Net incoming/(outgoing) resources before transfers	(3,081)	22,534	(987)	18,468	(29,764)	170,516	(2,329)	138,423
<i>Gross transfers between funds</i>			0	0	0	0		0
Net incoming/(outgoing) resources before other recognised gains/losses	(3,081)	22,534	(987)	18,468	(29,764)	170,516	(2,329)	138,423
Net movement in funds	(3,081)	22,534	(987)	18,468	(29,764)	170,516	(2,329)	138,423
Total funds brought forward at 1 January	100,604	533,239	12,372	646,215	130,368	362,723	14,701	507,792
Total funds carried forward at 31 December	97,524	555,773	11,386	664,683	100,604	533,239	12,372	646,215

