

Trustees Annual Report and Financial Report of

The Parish of St John's Church, Polegate,

including the Conventional District of

St Wilfrid's Church, Lower Willingdon.

Church Road, Polegate, BN26 5BX

Registered Charity no. 1130361

For the year ended 31 December 2016

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Website: www.polegate.org.uk

Incumbent: The Revd Chris Spinks, c/o The Church Office, Church Road, Polegate, BN26 5BX

**Independent
examiner:** Watson Associates, 30-34 North Street, Hailsham, BN27 1DW

Bankers: Barclays Leicester, LE87 2BB

Trustees Annual Report for 2016 for St John's, Polegate

Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the incumbent, the Revd Chris Spinks, in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England;
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and, ecumenical.
- Knowing Jesus better and make Him better known;
- Practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or, ability to pay;
- Providing financial support to those in need and, to other organisations with similar objectives.

What we planned to do in St. John's, 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 2016 we discussed and planned the following objectives and activities to fulfil 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, baptising and nurturing new and existing believers;
- Maintaining an overview of worship throughout the parish;
- Considering how services can involve the many groups that live 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;
- Giving grants to missionary organisations;
- Reaching out to the unchurched through an Open Day;
- Maintaining the fabric of the church building as a historic centre and focus of life in the village.

What we achieved in St. John's and how we affected beneficiaries' lives

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice and, it is our great pleasure to welcome anyone from all walks of life to take part in the life of the church. We contend that voluntary attendance to worship the Lord Jesus Christ, is a major demonstration of the public benefit of our activities.

There are 108 parishioners on the church electoral roll, 11 of whom are not resident within the parish. 2 names were added during the year and 5 were removed either through death or because they moved away from the area. The average regular weekly attendance, counted during October, was 101 adults and 7 children but this number increased to around 125 at festivals.

Teaching, baptising and nurturing new and existing believers

The vicar, churchwardens and members of the PCC review the structure of services, avoiding habitual recitation by writing afresh each main Sunday Service at 10.30 am with varieties of word formats so that new-comers will not feel inhibited by ritual language. The congregation are given a printed service sheet containing the hymns, prayers and responses. The hymns are also displayed on an overhead screen. This provides a more welcoming feel to the worship. But the formal language of the "Church of England Common Worship Order Two in Contemporary Language" is used for the weekly services of Holy Communion at 8am on Sundays and 4pm on Wednesdays. Sunday evensong is also an informal service followed from a printed service sheet suitable for non churchgoing visitors as well as the regular attendees, with one service a month held as an informal Communion.

We continued our emphasis upon both family and children's ministry. For adults there are regular-meeting groups, the Womens Fellowship, Mens Society and Mothers Union; for children there is Sunday Club, Kidzone, Tea & Tots, Pathfinders, and CYFA.

Womens' Fellowship and Mothers' Union are a monthly event often with a speaker, whereas the Mens' Society meets twice a month with a speaker on secular interests as well as Christianity. All these groups welcome membership from outside the church family. All the childrens' groups meet weekly, some closing in school holidays. Sunday Club for children ages 3-14 years meets initially in the church at the 10.30am service and retires to the church hall for their own subsequent teaching. Kidzone is an after-school club, Tea and Tots is a pre-school childrens group, Pathfinders is limited to young people aged 11-14, and CYFA is for those aged 14 or more. All these groups are used by non-church members.

The PCC in its Christian work has concern for those with whom it deals; it has adopted the Church of England Child Protection Policy and Safeguarding of Adults policy.

A greater number of the church family have been involved in assisting various aspects of worship, lending great encouragement to those involved, as well as the whole church family. We continue to seek to extend the opportunities for the exercise of ministry and gifts within the life of our community. We have three licensed Readers who support the Incumbant by preaching and leading services, two of whom are also licensed to lead funerals.

Major achievers in the area of nurturing faith and discipleship, are house groups – more than 50 members in 7 groups continue to be involved in regular meetings bi-monthly or once a fortnight. We have experienced leaders helping members to continue to study faith between Sundays and share fellowship with any who choose to attend.

We see the above aspects of church life as part of the Diocesan strategy for reimagining ministry, explained by Bishop Richard at the launch in 2015.

At various places and on various occasions we met and shared food and fellowship together, often holding a

lunch after the Sunday Service to welcome a visit by one of the Christian missionaries we support. A lunch was held to celebrate the Queens 90th birthday. Those who have little to share are still welcomed, so that the whole church family can live as one and share together. A series of four Advent lunches were attended by some 30 people who also listened to short talks about the Real Meaning of Christmas.

Provision of the church building for people to enjoy

We celebrated no baptisms, but we were blessed with one wedding and 4 funerals in our church during the year which proved occasions for non-regular churchgoers to experience the comfort and calling of Christianity. Our church continues to be appreciated by our parishioners and many others, as a space where life events are celebrated with joy and thanksgiving. We have enhanced the audio visual equipment in the church, replacing some elements where necessary. This year, the PCC reviewed and agreed for a trial period to change the time of the Wednesday formal Holy Communion Service, which previously was at 11am on a Wednesday, to 4pm on the same day.

A Day of Prayer was held on Ash Wednesday focussed on the life of the church and its Gospel responsibilities. Members of the church also completed a study for Lent and joined a march of Christian witness on Good Friday organised by 'Churches Together', culminating in a Family Service that morning. In the afternoon a service to reflect on an Hour at the Cross was available to those who chose to come. On Easter Sunday Morning, at dawn, a 'Sonrise Service' was held with other Christians from local churches in the local hills.

After at least one trial in 2015, the church was used as a concert venue on two church-full occasions in 2016 (May and December) by the South Downs Singers and proves it is a popular event with further bookings in 2017.

The church hall was used by Polegate Twinning Organisation to entertain guests from Germany on a Saturday in July with all the German visitors joining the church family the following day at the main weekly Sunday service.

As in previous years, the Polegate British Legion assisted in the service held on Remembrance Sunday in November.

The main focus this year has been to explore ways in which the church might re-establish itself as a presence in the community. This was done in two ways; by holding an Open Day on the 17 September, and by delivering a pre-evangelistic card to each house on the two latest estates built in our parish.

The Open Day gave an opportunity for some 100 Polegate people to visit the church and meet some of the members, and often re-connecting with where they remembered being married or seeing they were baptised. Food and drink were offered all the time that the hall and church were open.

The delivery of pre-evangelistic cards to some 500 homes on the two new estates (Mill and Bluebells) in October was considered to be of value in reminding those residents of the welcome and fellowship offered at their parish church. Several adults from those new estates were believed to begin attending services after receiving the card.

To assist visitors to the church, a full-colour Visitors Leaflet has been produced giving historical photos and facts from its construction to the present day.

The Trustees organise efforts to maintain the condition and appearance of the Garden of Remembrance which was opened in 1954 as a World War 2 Memorial for the interment of ashes, and it is not therefore a graveyard. It holds just over 400 plots containing over 800 interments of church and non-church people made during the last 60 years. All the plots authorised by the Diocese are in use, allowing only the addition of members to a family plot with a general limit of three interments per plot. In 2016 the heavy clay rose flower beds have been turfed over to improve the appearance and reduce maintenance. A town cemetery is needed by Polegate residents who currently have to pay a higher scale of fees for burials in Hailsham or Willingdon.

The church hall kitchen meets the stringent health and safety requirements with a full 5-point score at the last monthly church lunch, now discontinued.

The most serious challenge to the church family was the occupation of the grounds by one homeless man for a great deal of the year. Many attempted to assist him find accommodation. A number of other adults subsequently joined him during the day or at night, and sometimes the group included youths. After a significant number of months when a benign attitude was maintained, complaints from the neighbours and significant nuisances were being experienced. In addition, but not believed to be connected, one August midnight a gang of youths set afire the wood on the church grounds adjacent to Church Road, as witnessed by a householder. Happily the fire brigade dealt with the fire before any property was involved. The PCC then felt obliged to make an order forbidding smoking, alcohol, dealing or using illegal substances, and/or overnight occupation of the grounds.

Planned work on the church building and future projects

The current annual maintenance costs of the church lighting, estimated at over £1,000, were set against the cost of replacement with low-maintenance LED lights but at some £20,000 was shelved at least for 2016.

There remains outstanding the most significant work from the Quinquennial of August 2015, costing between £20,000 and £30,000, which is to replace all the guttering and downpipes, most of which are PVC, on the church, and missing roof tiles at the same time. Whilst a number of contractors have given quotes they have either been for incomplete specifications or were withdrawn by the companies. It is intended to contract that work in 2017.

The boundary fence between the 'Old Vicarage' and the church will be replaced as will some external woodwork on the church hall. The intention is to improve the facilities of the church hall (audio equipment etc) to allow us to offer a more attractive hall to those from the community who wish to meet on occasions or prepare food for fellowship. Because of the darkness of the church grounds after dusk, investigation may be undertaken for CCTV or some other form of control, in addition to the existing PIR lights on the buildings. New and more attractive notice boards will be added inside the covered way after it has been decorated in 2017.

Provision of pastoral care for people living in the part of the parish which is St John's.

There have been many home and hospital visits. There are two care homes locally where monthly services are held for those too frail to attend the church; Havelock House and Victoria Nursing Home. An average of 25 people make use of these services.

Other charitable giving

Sadly, the Christian Aid annual appeal lapsed this year following the death of a long-time organiser, and arguably because of the age of the surviving collectors. The church family has supported other mission and charitable societies, amounting to £10,800. This was shared equally with £2,500 each in our support of Riste & Theodora Micev in Serbia under the guidance of Crosslinks, Chris & Lotta Strajnic in Sweden (who visited us in May 2016) also under the guidance of Crosslinks, Martin & Cathrine Hickey working for Middle East Concern under Interserve, and Craig & Mary Walsh (who visited us in October 2016) in the world-wide mission of Operation Mobilisation. In addition the sum of £800 was given to the Diocesan Family Support Work in Eastbourne.

Financial Review for the whole Parish of St. John's and St. Wilfrid's.

Incoming and outgoing resources

The total parish receipts on general unrestricted funds received were £207,561 (£233,899 in 2015) and are detailed in the Financial Report.

The St John's PCC has (like St Wilfrid's in 2015) committed to promoting giving through the Diocesan system called the Parish Giving Scheme. Our total voluntary income including tax recovered, but excluding legacies was £153,934 (£143,921 in 2015) and increased by 7%.

The PCC was grateful that St Wilfrid's received legacies of £9,892 and £10,000 from the estates of Elma

Purdy and Brenda Denham respectively.

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £122,004 paid to the diocese for the Parish Ministry Costs. This amount covers the housing, stipend and pension costs of the clergy, the church insurance and, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. This year the contribution from St John's alone increased by 2.9% , and St Wilfrid's chose to pay an additional 3% above the previous year of 2015.

Currently, St John's is meeting 100% of the costs allocated and has done so since at least 2012. St Wilfrid's has not been so fortunate, paying some 85% of the Diocese-considered cost in 2016. It is also important to note that approximately 80% of the total paid relates directly to the clergy costs of this parish, the remainder being the shared costs of the Christian family throughout the whole Church of England, including assistance towards the upkeep of churches less able to manage than ourselves.

However, the Diocese considers St. John's and St Wilfrid's to be one benefice/parish but after 2003, when St Wilfrid's became a Conventional District, has charged each of St John's and St Wilfrid's the full Parish Ministry Costs of a single parish, when in 2003 and previously only St John's had met the full share. The justice of this is currently under debate with the Diocese.

Staff costs

The PCC pays at St John's for a cleaner for the church and another cleaner for the church hall, and a Parish Clerk, also a PCC member, who are all employed part-time.

Further details are provided in the notes to the accounts.

Trustee payments and expenses We also supported the clergy by paying St John's Vicarage water and environmental charges amounting to £1,233, Council Tax £1,858, plus other annual costs towards travel, hospitality, telephone, postage and broadband amounting to a little over £ 2,440. In the Vicarage, the PCC also met the £2,214 cost of a roof leak, and also caught up with a backlog of decorating at a cost of £3,250.

St Wilfrid's House costs, paid in support of the Minister, were Council Tax £1,743, and Water rates £898. The Rev Chris Styles at St Wilfrid's received a refund of expenses amounting to £1,049.

Two St John's trustees drew agreed book allowance expenses; Alan Packard, Reader, £127 and Ben Pratt, Reader £81.

The Parish Clerk, who is also a trustee, received £ 9,026 before tax for her duties during the year

There were no payments to persons related to or connected to, the trustees.

Repairs to the fabric of St John's buildings

Various works have been undertaken to improve or maintain an adequate standard of the buildings and grounds including the testing of the St John's Lightning Conductor costing £264. Border hedges have been trimmed by volunteers on two occasions. Trees too close to the vestry have been removed and the church wood alongside Church Road has been cleared of undergrowth as well as the burnt wood after a fire (see above) at a cost of £840. The maintenance of the church lighting and audio-visual systems is a heavy running cost and this year amounted to just over £1,600. A fan-assisted radiator was replaced in the church costing some £2,300. For Health and Safety considerations, the church hall kitchen internal door has been cut in half at a cost of £246 so that there is a reduced risk of a collision with someone on the other side with scalding water. The dishwasher needed repair and significant new parts costing £1,332. New blinds replacing curtains in the church hall cost just under £700.

Repairs to the fabric of St Wilfrid's buildings

In June improvements or repairs were made to the Loop system which assists the hard of hearing costing £600. In July a faculty application was made to the Diocesan Registrars costing £289. In addition various smaller payments were made for maintenance and repairs.

Why we hold some money in reserve

At the beginning of the year, the PCC reviewed the various funds on which money had been set aside in the past for specific purposes. Some of those purposes were deemed to have lapsed or were declared no longer needing to be set aside. The O'Hara fund was left because it holds the value of the property 5, St John's Road, which is let with a tenant to create income for the parish. The Hall Development fund was left because the money had been specifically given for work on it and further work will take place in 2017. Likewise, any funds in the Charity fund are for specific beneficiaries and that fund was left open. All other funds were closed to the benefit of the General fund.

It has been the PCC policy to invest temporarily surplus general funds with the CBF Church of England deposit fund, but with the significantly low interest rates current, little can be earned by moving money about swiftly.

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:

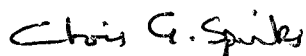
Ex Officio members

Incumbent:	The Revd Chris Spinks	Chairman
Readers:	Mr Alan Packard	
	Mr Ben Pratt	also Deanery Synod member
	Mr Hugh Lowries	also Secretary
Wardens:	Mr Bruce Margrett	also Vice Chair/Deanery Synod
	Mr Phil Kyte	

Elected Members:

Katrina Burton	
Val Clewett	
Margaret Ford	
Robin Oldfield	(until March 2016)
Maureen Pemberton	Treasurer
Mark Pybus	

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



Date.....27th February 2017

St Wilfrid's, Lower Willingdon
Annual Report for St John's Church, Polegate
2016–17

At the APCM Jonathan Cornell and Chris Mason were re-elected as Wardens.

Members of the District Church Council:

Rev Chris Styles (Chair)	Barbara Minall
Jonathan Cornell (Warden)	Marilyn Neville
Chris Mason (Warden)	Gary Smith
John Cheesman (Treasurer)	Julie Vamplew
Alan Hooker	Margaret Read
John Horne	Bernice Sinclair
	Rev Richard Herkes (<i>ex officio</i>)

The Secretary is Helen Barton (not a Member).

Deanery Synod Members: Jonathan Cornell and Margaret Read.

Safeguarding Co-ordinator: Linda Dennett-Thorpe, with Jenny Herkes as Deputy.

The DCC met 9 times including 3 'emergency' meetings.

On Saturday the 5th of November, the PCC met at the British Queen to evaluate past events and activities and to give members time to consider the new Mission Action Plan. This date became the official launch of the MAP although members had an early draft that was little changed from the final version.

St Wilfrid's House is no longer rented out. This has become the home of the new minister Revd Chris Styles.

Services have continued to be led and sermons preached with almost no assistance from outside the parish. We meet at 10.00 am on Sunday mornings for (1st Sun)

'all-age worship' put together by a team, (2nd Sun) 'Communion', (3rd-5th Sun) 'Morning Prayer'; and 10.00 am Wednesday mornings for 'Communion' followed by Coffee Morning. There is no regular Sunday evening meeting, this allows us to run other events, including a 7 week Christianity Explored (run between 22nd January and 5th March 2017).

Attendance on Sunday mornings has averaged at 74, with another high turnout for our Christmas all-age carol service, which proved enormously popular with local families for a third year running. Although we had got to the stage, early in 2016 where no children were coming to Sunday service (and only four youth), this shows signs of changing. We have recently signed up to 'Urban Saints' for use of their children's study resources, and Dawn Styles is co-ordinating the under 7's work until such time as a replacement may be found.

Church groups have continued to meet and the local community continue to hire out our main hall and kitchen. Birthday parties continue to be the most popular use of the hall for *ad hoc* hirers. In January of 2017, we granted the use of one of our upper rooms to Martin Sweet of the Spinnaker charity. Martin is a good friend of several people in the church and his charity is involved largely in taking assemblies in schools. We have come to an amicable arrangement which we see no reason to change in the near future.

This year's budget reflects our intention to maintain 85% of our parish contribution, as previously requested by the Deanery. Revd Chris Styles has been in discussion with Revd Chris Spinks about this matter.

Our Faculty Application for new front doors and new chairs, was approved. New glass doors replaced the rather dour wooden doors (badly in need of repair) at the beginning of 2017. The chairs will be in place in early March. As well as using a legacy to part fund this, we have asked the congregation to do so too. We have a 'gift day' for the chair appeal (with new bibles on order too) for the 26th March 2017.

Revd Chris J Styles

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Annual Financial Report for 2016

**The Parochial Church Council of
St John's Church, Polegate
with
the Conventional District of St Wilfrid's Church, Lower Willingdon
in the combined parish of St John's with
St Wilfrid's Churches**

Registered Charity no. 1130861

for the year ended 31 December 2016



Statement of financial activities


	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2016	Total Funds 2015	Notes
	£	£	£	£	£	
Income and endowments from:						
Donations & legacies	178,643	1,062	0	179,705	200,724	
Charitable activities	3,785	0	0	3,785	3,310	
Other trading activities	23,923	0	0	23,923	29,219	
Investments	660	0	0	660	654	
Other receipts	550	0	0	550	398	
Total income	207,561	1,062	0	208,624	234,305	2
Expenditure on:						
Raising funds	704	0	0	704	705	
Charitable activities	210,969	1,091	0	212,060	207,550	
Other trading activities	5,032	0	0	5,032	10,788	
Total expenditure	216,705	1,091	0	217,796	219,043	3
Net gains (or losses) on investments						
Net income or (net expenditure)	-9,144	-29	0	-9,173	15,262	
Transfers between funds						7
	-9,144	-29	0	-9,173	15,262	
Other recognised gains/(losses):						
Gains/(losses) on revaluation of fixed assets						
Other gains/(losses)						
Net movement in funds	-9,144	-29	0	-9,173	15,262	
Reconciliation of funds:						
Total funds brought forward	264,809	161		264,970	249,706	
Total funds carried forward	255,665	133	0	255,797	264,968	

Balance Sheet (also known as Statement of Financial Position)

	Total Funds 2016	Total Funds 2015	Notes
	£	£	
Intangible assets	0	0	
Tangible assets	65,001	65,001	
Heritage assets	0	0	
Endowed investments	0	0	
Total fixed assets	65,001	65,001	8
Stocks	0	0	
Debtors	3,990	4,057	
Investments	0	0	
Cash at bank and in hand	197,918	207,042	14
Total Current assets	201,908	211,099	
Creditors: Amounts falling due within one year	0	20	11
Net current assets or (liabilities)	201,908	211,119	
Total assets less current liabilities	266,909	276,080	
Creditors: Amounts falling due after more than one year	11,112	11,112	12
Provisions for liabilities	0	0	
Total net assets or (liabilities)	255,797	264,968	
The funds of the charity:			
Endowment funds	0	0	
Restricted income funds	10,681	10,710	
<i>Unrestricted funds</i>	245,116	254,258	
<i>Revaluation reserve</i>	0	0	
Total unrestricted funds	245,116	254,258	
Total charity funds	255,797	264,968	

This Annual Financial Report, for the year ended 31st December 2016 including the notes following,
was **Approved** by the PCC and signed on it's behalf by

The Revd Chris Spinks



Date: 27th February 2017

Notes to the financial report

NOTE 1. Accounting policies

A - Accounting convention

The financial statements have been prepared under the Church Accounting Regulation 2006 in accordance with applicable accounting standards and the current (2015) Statement of Recommended Practice, Accounting and Reporting by Charities SORP (FRS102), as amended in 2016.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

B - Funds accounting

Funds held by the PCC are:

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

All income and endowments are accounted for without deduction for any costs or 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 the 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 case 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.

Notes to the financial report (continued)

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.

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 as 31 December is provided for in these accounts as an operational (though not 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. Moveable 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 2000 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 £2,000 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 P.C.C.'s policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

Investments are stated at market value at the balance sheet date.

F - Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may not prove collectable.

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)

Note 2. Analysis of income and endowments

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2016	Total Funds 2015	Notes
	£	£	£	£	£	
Planned giving (excl. tax refunds)	80,141	0	0	80,141	86,674	
Planned giving (no tax refunds)	22,836	0	0	22,836	15,790	
Loose cash collections, sundry donations	26,544	661	0	27,205	14,220	
Fetes, fund-raising event income	5,855	24	0	5,879	6,960	
Special appeals, Gift Days	1,210	378	0	1,588	2,437	
Gift Aid recovered	22,164	0	0	22,164	24,800	
Legacies	19,892	0	0	19,892	49,843	
Grants	0	0	0	0	0	
Donations & legacies	178,643	1,062	0	179,705	200,724	
Fees for weddings & funerals	3,785	0	0	3,785	3,310	
Charitable activities	3,785	0	0	3,785	3,310	
Rent from letting properties	10,786	0	0	10,786	19,918	
Church hall and room lettings	13,138	0	0	13,138	9,300	
Bookstall sales	0	0	0	0	0	
Other trading activities	23,923	0	0	23,923	29,219	
Bank and CBF deposit interest	660	0	0	660	654	
Investment fund dividends	0	0	0	0		
Investments	660	0	0	660	654	
Other receipts	550	0	0	550	398	
Total received on all funds	207,561	1,062	0	208,624	234,305	

Notes to the financial report (continued)

Note 3. Analysis of expenditure on:

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2016	Total Funds 2015	Notes
	£	£	£	£	£	
Special appeal costs (e.g. adverts, leaflets)	0	0	0	0	0	
Fund-raising event costs	0	0	0	0	0	
Stewardship costs (e.g. printing envelopes)	272	0	0	272	317	
Grants costs (e.g. Grant application fees)	0	0	0	0	0	
Investment management costs	0	0	0	0	0	
Other fundraising (non-trading) costs	433	0	0	433	389	
Raising funds	704	0	0	704	705	
Missionary and charitable giving	20,864	1,091	0	21,955	22,906	4
Ministry:	0	0	0	0		
<i>diocesan parish contribution</i>	122,004	0	0	122,004	118,536	
<i>other clergy costs</i>	15,676	0	0	15,676	6,285	
Staff	14,380	0	0	14,380	13,608	5
Upkeep of services	4,261	0	0	4,261	9,341	
Church running	18,222	0	0	18,222	21,652	
Church maintenance and repair	7,852	0	0	7,852	9,961	
Miscellaneous	4,155	0	0	4,155	3,340	
Bank charges	0	0	0	0	0	
Depreciation	0	0	0	0	0	
Governance costs	3,555	0	0	3,555	1,920	6
Charitable activities	210,969	1,091	0	212,060	207,550	
Church hall running costs	4,265	0	0	4,265	8,139	
Other trading costs	767	0	0	767	2,649	
Bookstall costs	0	0	0	0	0	
Other trading activities	5,032	0	0	5,032	10,788	
Total expended on all funds	216,705	1,091	0	217,796	219,043	

Notes to the financial report (continued)

NOTE 4. Missionary and charitable giving:

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2016	Total Funds 2015	Notes
Overseas:-	£	£	£	£	£	
I.P.A.S.C.	600	0	0	600	840	
Crosslinks	6,000	0	0	6,000	6,212	
CMS (Church Mission)	700	100	0	800	1,284	
Interserve	3,500	0	0	3,500	3,937	
OM (Operation Mobilisation)	2,500	0	0	2,500	2,200	
Barnabas Fund	184	534	0	719	620	
Tear Fund	0	120	0	120	400	
Quicken Trust	1,260	0	0	1,260	1,837	
Home:-						
Beachy Head Chaplaincy	1,320	0	0	1,320	1,662	
Diocese Family Support Work	800	0	0	800	818	
St Wilfrid's Hospice	0	0	0	0	0	
Spinnaker, Schools oureach	3,000	0	0	3,000	1,662	
Sussex Gospel Partnership	750	0	0	750	750	
Sundry giving grants	250	336	0	586	685	
	20,864	1,091	0	21,955	22,906	

NOTE 5. Staff costs:

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2016	Total Funds 2015	Notes
a) Remuneration	£	£	£	£	£	
Wages and salaries	14,380	0	0	14,380	13,608	
Social security costs	0	0	0	0	0	
	14,380	0	0	14,380	13,608	

During the year the PCC & DCC employed five part-time staff; 2 church cleaners, one church hall cleaner, one parish clerk, and one hall bookings officer.

b) Payments to PCC members

The parish clerk, who is a member of the PCC was paid £9026 during the year.

Associate Ministers, Alan Packard and Ben Pratt, were paid £127, and £81 respectively as book allowances for the training as lay-readers.

NOTE 6. Governance

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2016	Total Funds 2015	Notes
	£	£	£	£	£	
Independent examination	2,340	0	0	2,340	1,920	
Accounts production	0	0	0	0		
Book keeping	0	0	0	0		
	2,340	0	0	2,340	1,920	

Notes to the financial report (continued)

NOTE 7. Analysis of transfers between funds	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2016	Total Funds 2015	Notes
	£	£	£	£	£	
St John's sundry unrestricted funds closed	82,284	0	0	82,284	10,000	13
St Wilfrids to set up "Friends" fund from General	200			200	700	13
	82,484	0	0	82,484	10,700	

NOTE 8. Fixed assets

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2016
	£	£	£	£
(a) Investments				
Market value 01 January 2016	0	0	0	0
Disposals at carrying value	0	0	0	0
Purchases at cost	0	0	0	0
Net gains and revaluation	0	0	0	0
Market value 31 December 2016	0	0	0	0

	Freehold land and buildings	Audio visual equipment	Office equipment	Total fixed assets
	£	£	£	£
b) Tangible fixed assets				
Cost or valuation				
As at 01 January 2016	65,001	0	0	65,001
Additions	0	0	0	0
Disposals	0	0	0	0
Revaluation	0	0	0	0
At 31 December 2016	65,001	0	0	65,001

Charge for impairment				
As at 01 January 2016	0	0	0	0
Additions	0	0	0	0
Disposals	0	0	0	0
Revaluation	0	0	0	0
At 31 December 2016	0	0	0	0

Net book amounts				
At 31 December 2016	65,001	0	0	65,001

At 31 December 2015 (previous year)	65,001	0	0	65,001
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Tangible fixed assets consist of two properties -

(1) 5, St John's Road was purchased in 1990 out of the O'Hara Legacy. It was used for staff accommodation, first for a Church Army Officer, then for the Church Pastoral assistant. After her redundancy in August 2012 it was let in May 2013 unfurnished on a short-term rental and is relied on to supplement the church income. For accounting purposes, the property was revalued in 1996, but there is no legal requirement to re-value it again until it is disposed of.

(2) St Wilfrid's House was built in 1964 at a cost to the parish congregation raised by gift and loan. It is not owned by the diocese. By accounting oversight, it was not before 2015 included in the accounts although it is a parish asset. There is no legal requirement to include it at it's current market value, and so is entered here at a nominal figure.

Notes to the financial report (continued)

NOTE 9. Analysis of net assets by fund

	Unrestricted Fund/s	Restricted Fund/s	Endowed Fund/s	Total Funds 2016	Total Funds 2015	Notes
	£	£	£	£	£	
Fixed assets for church use	65,001	0	0	65,001	65,001	
Investment fixed assets	0	0	0	0	0	
Current assets	98,652	133	0	98,785	211,099	
Current liabilities	0	0	0	0	20	
Long term liabilities	0	0	0	0	11,112	
	163,653	133	0	163,786	264,968	

NOTE 10. Debtors

Income tax recoverable	3,754	0	0	3,754	4,057
Prepayments and accrued income	0	0	0	0	0
Other debtors	236	0	0	236	0
	3,990	0	0	3,990	4,057

NOTE 11. Creditors: amounts falling due within one year

Deferred income	0	0	0	0	0
Accruals for utilities and other costs	0	0	0	0	0
Loans	0	0	0	0	0
Other creditors	0	0	0	0	20
	0	0	0	0	20

NOTE 12. Creditors: amounts falling due after more than one year

Deferred income	0	0	0	0	0
Accruals for utilities and other costs	0	0	0	0	0
Loans	0	0	0	0	0
Other creditors, St Wilfrid's to Diocese	11,112	0	0	11,112	11,112
	11,112	0	0	11,112	11,112

Notes to the financial report (continued)

NOTE 13. Statement of funds

	Balances b/fwd 01/01/16	Income	Expenditure	Transfers, other gains and losses	Total Funds 2016	Notes
	£	£	£	£	£	
Endowed funds						
none	0	0	0	0	0	
Total of Endowed funds	0	0	0	0	0	
Restricted funds						
Development fund, St John's	10,549	0	0	0	10,549	i
Charity fund, St John's	161	1,062	1,091	0	133	ii
Charity fund, St Wilfrid's	0				0	iii
Total of Restricted funds	10,710	1,062	1,091	0	10,681	
Unrestricted funds						
General fund St John's	-477	122,074	132,284	82,284	71,597	
General fund St Wilfrid's	9,790	85,487	83,682	-200	11,395	
Designated Curate's residence fund	6,031	0	0	-6,031	0	iv
Designated Children/Young people, St John's	283	0	0	-283	0	v
Designated Legacies fund, St John's	71,593	0	0	-71,593	0	vi
O'Hara Legacy fund, St John's	81,507	0	0	0	81,507	vii
Designated Mission fund, St John's	1,329	0	0	-1,329	0	viii
Designated maintenance fund, St John's	3,047	0	0	-3,047	0	ix
Designated House Repairs fund, St Wilfrid's	605	0	300	0	305	x
Designated Kitchen repair fund, St Wilfrid's	4,012	0	0	0	4,012	
Designated Church Improvement, St W's	76,539	0	389	0	76,150	xi
Designated "Friends"	0	0	50	200	150	xii
Total of Unrestricted funds	254,260	207,561	216,655	-200	245,116	
Total of All funds	264,970	208,624	217,746	-200	255,797	

NOTE (i) The St John's Development (2007 hall) fund is now being replanned.

NOTES (ii) and (iii) The Charity funds are funds given for a specific charity, about to be paid over.

NOTE (iv) Curates' housing fund of 2009 in St John's; house sold Dec. 2013. Fund closed

NOTE (v) Funds for St John's children's work now to come from General Fund; set-aside closed

NOTE (vi) Legacies (unrestricted) in preparation for significant works closed to General fund

NOTE (vii) O'Hara legacy in 1990 was unrestricted. Until December 2003 it paid to purchase a house and pay for the salary of a Church Army officer in the parish. Part of this fund is represented by the house at 1996 value £65,000 (see note 7.1 above) the balance being held for future work.

NOTE (viii) Mission fund after a number of activities closed to General Fund.

NOTE (ix) St John's Maintenance fund was set aside; now to be paid from General Fund

NOTE (x) Depreciation fund set aside from 2013 to cover replacement of assets at St Wilfrid's.

NOTE (xi) Improvement fund, with work scheduled in 2017 at St Wilfrid's.

NOTE (xii) Friends fund, is to receive and pay for social activity at St Wilfrid's.

NOTE 14. Analysis of cash and cash equivalents

	Total Funds 2016	Total Funds 2015
	£	£
Cash in hand	73	93
Notice deposits (less than 3 months)	197,845	206,950
Overdraft facility repayable on demand	0	0
Total cash and cash equivalents	197,918	207,044

NOTE 15. Related parties and transactions

There are none to disclose.

**PAROCHIAL CHURCH COUNCIL OF ST. JOHN'S CHURCH, POLEGATE
WITH ST. WILFRID'S CHURCH, LOWER WILLINGDON**

REGISTERED CHARITY NO. 1130861

Independent Examiner's Report to the Trustees

I report on the accounts for the year ended 31st December 2016 which are set out on pages 12 to 21.

Respective responsibilities of the Trustees and the Independent Examiner.

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. Examine the accounts under section 145 of the Charities Act
2. To follow the procedures laid down in the general Directions given by the Charities Commission (under section 145(5)(b) of the Charities Act, and
3. To state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts show a 'true and fair' view and the report is limited to those matters set out below.

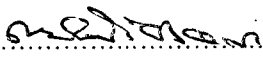
Independent Examiner's statement

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 Charities Act; and
- to keep accounts which accord with the accounting records and comply with the accounting requirements the Charities Act 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.


.....
Martin George Wickens FCA
Chartered Accountants
Watson Associates
Accountants and Registered Auditors
30 34 North Street
Hailsham
EAST SUSSEX BN27 1DW

Date 15th March 2017

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Individual INCOME and EXPENDITURE ACCOUNTS

	ST JOHN's CHURCH 2016 £	ST JOHN's CHURCH 2015 £	ST WILFRID's CHURCH 2016 £	ST WILFRID's CHURCH 2015 £
INCOME				
Tax efficient giving	54,574	61,316	25,567	25,358
Tax refunds	14,912	16,425	7,252	8,375
Other giving	15,379	8,295	7,457	9,461
Collections	6,120	5,582	5,998	5,493
Special collections and Gift Day giving	478	333	1,110	2,103
Sundry donations & Grants	13,117	1,179	3,567	0
Legacies	0	14,843	19,892	35,000
Parochial Fees	2,441	2,674	1,344	636
Church hall, rooms & property lettings	14,106	13,612	9,818	15,606
Fund-raising	1,753	3,368	2,878	3,592
Dividends and interest	256	295	404	360
Sundry – 2014 accounts adjustment	0	398	200	0
	123,137	128,320	85,487	105,985
LESS: EXPENDITURE	£	£	£	£
Grants given away	12,825	11,062	9,130	11,845
Parish Ministry costs	69,132	67,200	52,872	51,336
All clergy expenses	2,933	2,945	0	0
Vicar housing expenses	8,555	3,340	4,188	0
Rented property costs	767	2,043	0	606
Salaries and wages	12,615	12,129	1,766	1,479
Church running expenses	8,863	7,976	2,850	2,943
Church repairs and maintenance	4,903	6,807	2,949	3,154
Hall running costs	1,583	2,901	0	0
Hall repairs and maintenance	2,682	5,238	0	0
Training		195	0	0
Outreach, meetings and mission	952	438	923	0
Other direct expenses, asset replacement		2,134	6,510	10,925
Youth work	792	381	0	0
Information Technology maintenance	2,517	6,976	0	0
Fund-raising and publicity costs	704	705	0	0
Postage, stationery and copying	2,040	0	0	0
Sundry administration expenses	342	0	2,065	2,365
Independent Examiner's fee	1,170	960	1,170	960
Bank charges	0	0	0	0
	133,375	133,430	84,421	85,613
EXCESS OF INCOME/EXPENSES	-10,238	-5,110	1,066	20,372

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