

Trustees Annual Report and Financial Report

The Friends of St Mary's Church, Shoreham-by-Sea

Registered Charity 280315

For the year ended 31 December 2017

Friends of St Mary's Church, Shoreham-by-Sea

Trustees: The Reverend Canon Ann Waizeneker

Ian Tompkin

Edith Ellen Leslie

The Vicarage, Church Street, Shoreham-by-Sea BN43 5DQ

Independent examiner: Russell New, The Courtyard, Shoreham Road, Upper Beeding, Steyning BN44 3TN

Bankers: HSBC Bank PLC, 1/3 Warwick St, Worthing BN11 3DE

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CONTENTS

	Page
Trustees annual report	1
Report of the Independent Examiner	5
Receipts and payments accounts	6
Statement of assets and liabilities	7

THE FRIENDS OF ST MARY'S

Trustees Annual Report for the Financial Year Ending 31st of December 2017
Registered Charity Number 280315

The Friends of St Mary's, is a registered charitable trust, governed, administered and determined by the Trust Deed of April 1981. Its purpose is to carry out fundraising in order to assist with the funding of such works associated with the maintenance and ongoing restoration to our grade 1 listed church.

In the year under review the Friends have made available funding to the extent of £16,000 supporting the ongoing restoration, conservation and maintenance of this fine grade 1 listed church. Throughout most of the year the recurring problem being that of the deep seated water ingress within the south aisle. This has hopefully now been resolved, but has left the problem of an additional weakness within the medieval chalk vaulting. The overriding need to deal with this difficult problem in addition to other issues relating to more immediate demands on funding has necessitated phase 2 of the west end lighting to be carried forward into the next financial year. The Friends continue to make available funding for the ongoing restoration and maintenance of the medieval ruined nave. This is a scheduled ancient monument for which the PCC has full responsibility under present day legislation for its maintenance and protection. With the next quinquennial inspection report there is likely to be most extensive restoration to be scheduled within the next five years. We made mention in last year's report of major external restoration to the Tower. The Friends will be called upon to rise to the challenge of more fund raising within the years ahead.

The Trustees as set out in the Trust Deed are the Vicar and Churchwardens of the Parish Church of St Mary de Haura New Shoreham, who are responsible to the PCC. The Vicar is the Chairman of the Trustees and in legal terms the Chairman of the Trust,

The Trustees have powers to appoint the following officials:

- Treasurer.
- Secretary.
- Chairman of the Friends Committee.
- Any other officials that the Trustees may consider to be important in support of the work of the Trust.

The Committee is elected from the membership of the members at the Annual General meeting of the Friends of St Mary's. The Committee was first constituted in 2000 as The 2003 Committee in order to draw up plans for the 900 hundred year anniversary of the foundation of the church of St Mary de Haura in 2003. Following this major event the committee became in effect the committee of the Friends. Arising from the importance of the work of this executive committee, the Trustees have always allowed the membership of the Friends to elect the officials (although the appointment rests with the Trustees and are in effect recommendations from the Trustees). Throughout the history of the Friends there has never been any conflict

between the Trustees and the membership in relation to the appointment of the officials. Should there be ever a conflict the Trust Deed would determine that this would have to be referred to the PCC and failing this to the Archdeacon of Brighton and Lewes by virtue of the Incumbents and Churchwardens Trust's Measure of 1964.

Legislation determining the constitution and workings of the Friends:

- The Incumbents and Churchwardens Trust's Measure of 1964
- The Parochial Church Council's (Powers) Measure 1956.

Vicar and Churchwardens report at each meeting of the PCC on the Fabric, any works that should be agreed, the Friends being asked to meet the costs involved dependent of the state of the finances of the Friends. The PCC always being the employer and parties to any contracts which may be formulated. The Friends will if possible and should circumstances allow, assist with the funding of such works associated with the maintenance and ongoing restoration to our grade 1 listed church.

For the last Financial Year, the Officials being:

Chairman of the Committee.	Vacant
Interim Chairman of the Committee.	Ian Tompkin Churchwarden and Trustee,
Secretary.	Ms Launa Rolf.
Treasurer.	Mr Philip Crompton.

Committee members and responsibilities.

Trustees-Ex Officio.

The Reverend Canon Ann Waizeneker	(Vicar and Chairman of the Trustees)
Ian Tompkin.	(Churchwarden and Trustee.).
Mrs Edith Ellen Leslie	(Churchwarden and Trustee).

Elected Members.

Mrs Sue Clay	(Parish Administrator and Treasurer of the PCC.).
Mrs Gillian Goldsmith	(Publicity in addition to being the organizer of the Annual Adur Arts Exhibition
Mrs Jayne Crompton	(Social events and Friends Visitations to Cathedrals)
Ms Rosemary Dabbs	(Friends Merchandising , Stocks and Sales. Co-ordinator of the all Friends Stalls in Church)
Councillor Brian Coomber	(Adur District Council and West Sussex County Council)

The Trustees are pleased to report that the year has been a year of constant fundraising in order to assist the Parochial Church Council with its work in relation to the ongoing restoration of the Parish Church of St Mary de Haura New Shoreham. Past generations have left us a magnificent heritage in St Mary's and it is regarded as one of the most beautiful and architecturally important churches within the country. The church is also a real community asset, and is often used for concerts, lectures and other cultural events. The Friends extends its membership nationally and aims to establish an organisation which will attempt to raise collective support for the maintenance of this wonderful building which is a beacon of mission and ministry within the town and local community.

In the year under review the Friends have been able to make grants to the Parochial Church Council which has allowed them to proceed with the urgent work in dealing with the water ingress within the south aisle roof. This is deep seated water penetration which is weakening the medieval chalk vaulting internally. Norman chalk vaulting which is the original work and is in fact older than the vastly restored chalk vaulting in the present day nave and chancel, the former medieval choir. The grant for the south aisle roof to date is £15,000. The Friends, are in addition committed to making a grant of £50,000 to the PCC over the next two years in order to install a new lighting system within the west end of the church, this includes west end before the tower crossing, the tower crossing and north and south transepts. Phase 1 of this work was completed in December at a cost of £12,000. Phase 2 will be the most extensive part of the work. It is hoped to undertake the major part of this work within the next financial year, and will bring the total cost with fees to a figure in the region of £50,000 for both phases. At the beginning of the year, the final part of the expenditure £7,500 for the work on the restoration of the west wall was made available to the PCC.

During the year the Friends were in receipt of several bequests which has greatly assisted in increasing revenue. This is in addition to the overall fundraising. The Friends have assisted during the year in taking part in the Ride and Stride which assists with the growth of funds for the Sussex Historic Churches Preservation Society. This allows the Friends to be of assistance to other important grant making bodies.

The governance of the Friends operates through a committee elected by the members at its Annual General Meeting. This committee is responsible to the Trustees; the Trustees being the Vicar and Churchwardens who are themselves responsible to the Parochial Church Council. Last year we reported that Dr David Rolf the chairman of the committee was stepping down and we are most grateful for all his work and leadership over several years.

With the onset of major fundraising with which to assist the PCC with possible reordering and a very heavy programme of restoration, the membership approved that for the immediate period it may be sensible to ask one of the Trustees to chair this committee. Mr Ian Tompkin, Churchwarden and Trustee, has been the interim chairman of the committee for the past year. The possibilities of major fundraising, with grant applications and match funding may require a different strategies for the committee within next year, it being thought advisable to look for a chairman who

would have the essential drive and enthusiasm with which to meet the future demanding challenges.

Within the past year the Friends have organised social activities, a course of public lectures which have been strongly supported by the town and local community. In June the annual parish visit was to St Albans and was very well supported by the members. At the monthly Farmers Market the Friends have a major presence selling items and establishing the collective presence of the body itself, coupled with informing the community of all that is taking place within the church and above all the ongoing restoration works.

The Trustees would like to thank, Phil Crompton the Treasurer, Launa Rolf, the Secretary, Gillian Goldsmith our publicity officer and all members of the committee for their hard work and unstinting efforts throughout the year.

We look forward to meeting all our members and supporters in the future events which will be taking place within the coming year.

The David Bennett Memorial Fund

The Trustees hold and administer the funds of this bequest which is directed in assisting young people in their musical education. This year there has been one student who is receiving tuition from the Director of Music. Any person who benefits from these funds is tutored and under the supervision of the Director of Music.

Reserves Policy

That whilst the Trustees may not consider a detailed reserves policy to be necessary as all funds are to be used for ongoing maintenance and restoration. As such, the charity is operating within their reserves at the end of the year. Whilst all the funds are used for the ongoing maintenance and restoration the Trustees are mindful that in the interests of financial prudence, that with a grade 1 listed building sufficient reserves should in place with which the PCC would be able to meet any unforeseen contingencies. Further to this, it has to be noted that St Mary's Church has been listed as a building at risk with Historic England formerly English Heritage. Arising from this, all scheduled restoration work should be seen to be doing all that is possible in removing the impediments which may be allowing the building being classified at risk.

Signed



The Reverend Canon Ann Waizeneker

Date - 27/08/18

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE FRIENDS OF ST MARY'S CHURCH, SHOREHAM-BY-SEA

I report on the charity trustees on my examination of the accounts of the Charity for the year ended 31 December 2017, which are set out on pages 6 to 7.

Responsibilities and basis of report

The charity's trustees are responsible for the preparation of the accounts.

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 145 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of the 2011 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



**Mr Jonathan Aikens ACA, ACCA, DChA
for and on behalf of Russell New Limited**

The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Dated: 29 March 2018



Receipts and payments accounts

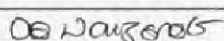
For the period from		To	
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations and legacies	21,831	220	-	22,051	80,989
Other trading activities	5,075	-	-	5,075	4,649
Investment income	297	-	-	297	414
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	27,203	220	-	27,423	86,052
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	27,203	220	-	27,423	86,052
A3 Payments					
Raising funds	2,193	-	-	2,193	1,315
Charitable costs	28,587	432	-	29,019	27,936
Other trading activities	797	-	-	797	1,373
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	31,577	432	-	32,009	30,624
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	31,577	432	-	32,009	30,624
Net of receipts/(payments)	- 4,374	- 212	-	- 4,586	55,428
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	131,749	6,513	-	138,262	83,183
Cash funds this year end	127,375	6,301	-	133,676	138,611

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	HSBC Treasurer's Account	1,754	432	-
	HSBC Deposit Account	20,824	6,733	-
	HSBC Events Committee Account	2,317	-	-
	CBF Church of England Deposit Account	102,480	-	-
	Total cash funds	127,375	6,301	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
	Loan - Trustees of St Mary's Hall	6,500	-	-
	Loan - PCC Hymn books	2,974	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by a trustee on behalf of all the trustees	Signature	Print Name	Date of approval
		The Reverend Canon Ann Waizeneker	27/08/18