

ST. BARTHOLOMEW'S CHURCH, BURWASH, EAST SUSSEX

TRUSTEES ANNUAL REPORT FOR 2018

1. Administrative Information

St. Bartholomew's address is High Street, Burwash, East Sussex, TN19 7EH. St. Bartholomew's PCC was registered as a charity on 1 December 2009. Charity Number 1133028. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

The Independent Examiner is Mr. Alan Burton of 1 Wealden View, Burwash, East Sussex, TN19 7BW

2. Structure, Governance and Management

2.1 Constitution

The Rector, Churchwarden, Deanery and Diocesan delegates serve on the PCC ex officio. The Treasurer and the Child Protection Officer are co-opted to the PCC. There are 11 elected PCC members.

The Standing Committee members are the Rector, Churchwarden, PCC Vice Chairman, Honorary Treasurer and the Buildings Manager (in attendance).

2.2 PCC Members as at APCM 24 April 2018

	Elected	Re-elected	Retire	
Rev. Sally Epps	<i>Ex officio</i>			P-i-C from 2014/ Rector from 2015
Joanne Brown	2018		2021	
Gary Churchill	2016		2019	
Ian Craston	<i>Ex officio</i>			Reader
Maureen Jenner	2017		2020	
Richard Maude-Roxby	2015	2018	2021	
Paul McColl	2015	2018	2021	
Charles Merchant	<i>Ex officio</i>			Deanery Synod & Vice Chairman
Celia Merchant	<i>Ex officio</i>			Deanery Synod
Rachel Thomson	2018		2021	
Vicky Patterson	<i>Ex officio</i>			Churchwarden from 2015
Lyn Ryan	2013	2016	2019	
Hilary Stewart	2017	-	2020	Assistant Churchwarden from 2017
Shirley Viney	2016	-	2019	
Sara Stonor	<i>Ex officio</i>			Deanery & Diocesan Synod
Sarah Walker	2014	2017	2020	
Mary Westhead	Co-opted			Safeguarding Officer
Lesley Woodburn	2015	2018	2021	
Christopher Woodburn	Co-opted			Hon. Treasurer from 2016

- 6 ex-officio members
- 2 co-opted members

2.3 PCC Committees

Standing Committee
Worship Group
Young People's Group
Communications Group
Fund Raising Committee

2.4 Induction and Training of PCC Members

All members of the PCC have their duties and responsibilities explained to them, including their duty of care and the implications of the Charities Act 2006 and Statement of Recommended Practice 2005. They are updated on regulatory and legislative changes as these arise.

2.5 Risk Analysis

The PCC has put in place appropriate controls to minimise the likelihood of, or opportunity for, fraud or other malpractice. These are reviewed by the PCC from time to time. They include the requirement for two trustees to sign cheques and other instructions to the PCC's bankers. In addition, a financial statement and report is presented for review to each PCC meeting.

3. Public Benefit, Objectives and Activities

In accordance with Section 4(6) Of the Charities Act 2006 and the Charities(Accounts and Reports) Regulations 2008 the Trustees confirm that they have given due regard to the guidance on public benefit issued by the Charity Commission when exercising their powers and duties during the period.

St. Bartholomew' Church exists through the generosity of benefactors of an earlier age and continues under the supervision of the PCC, Churchwarden and the Rector. With the continued generosity of local people, it provides Church of England Christian worship for the parish of Burwash.

Individual members of the congregation make donations to charity through specific collections both within and outside the Church.

During the year donations were made to the following charities both directly from the PCC and also from collections at informal fund raising events:

Disasters Emergency Committee (Indonesian Appeal), Unicef, Emmaus, Wows (Childrens' Cancer Charity based in Tonga and Fiji), The Diocesan Association for Family Support Work, Medecins sans Frontieres (for Yemen), Sussex Historic Churches Trust, Crisis and Water Aid.

Collections were also taken in Church for The Royal British Legion Poppy Appeal on Remembrance Sunday and for The Children's Society following the Christingle Service.

A central objective of St. Bartholomew's is to be a focal point of the village in Burwash. A number of activities are designed to provide outreach to the community; notable among these is the 'Tuesday Drop-In' providing an informal social occasion principally for the many parents bringing children to

the local Primary School. St. Bartholomew's maintains a very close relationship with the School and several Trustees serve as Governors.

4. Achievements and Performance

4.1 Church Attendance and Electoral Roll

Electoral Roll as at APCM 2018: 120

Normal Sunday Attendance 71 (overall average 78)

Easter Day 216

Christmas Eve/Day 342

School Services. 5 in the year with average attendance of 264

4.2 PCC Meeting Attendance

Mar 2018	15
4 Jun 2018	16
8 October 2018	12
3 Dec 2018	14

4.3 Review of Activities

2016 saw the establishment of a new United Benefice, bringing together St. Bartholomew's, St. Philip's Burwash Weald and St. Nicholas Etchingam, under the leadership of the Rector. Work continues to draw the three parishes together into a coherent whole.

The Church continues to be lovingly maintained through the commitment of many volunteers giving freely of their time and talent. Numerous fund raising events have also taken place again benefitting from the support of the parish and the hard work and sponsorship of organisers.

During 2017 planning consent was received from Rother District Council for a ramp and new path in the Churchyard; this work would include an extension to the Garden of Remembrance. The tenders received for the project were, however, considered to be unsatisfactory and the plans are being reformulated. During the year repairs to the Church roof and arboreal work in the Churchyard have been carried out.

A Quinquennial inspection of the Church was carried out during the year and a number of recommendations were made to ensure its fabric is maintained in good order. Principal among these is the desirability of re-tiling the roof over the North aisle. This will be a major project for which an appeal may be launched.

5. Financial Review

The General Fund shows an excess of payments over receipts of £2907. Contributions from the Curteis Endowment and from a legacy from the late Mr. Brian Morris, have helped to reduce this deficit, which otherwise would have been £7060. Planned Giving and collections in Church have broadly maintained their 2017 levels. The Parish Giving Scheme continued to operate well and is

supported by 29 members. Whilst fund raising income was down on 2017, donations and sundry receipts increased. Day to day expenditure has been in line with 2017 levels. Non-recurring expenditure was incurred on building and maintenance and set- up costs for the new Burwash Village Magazine.

The level of reserves in the General Fund (£6,200) is not considered to be adequate. This determination is made by judging the reasonable likelihood of sufficient income being received to meet liabilities as they arise. Calls on the Curteis Endowment and the Morris Bequest may be made, as necessary.

Chairman

PAROCHIAL CHURCH COUNCIL OF ST.BARTHOLOMEW'S CHURCH BURWASH
Statement of Assets and Liabilities at 31 December 2018

	Unrestricted Fund (General)	Endowment Fund (Curteis)	Restricted Fund (Morris)	All Funds	All Funds 2017
Monetary Assets					
Bank Current Account	9999	0	239	10238	4106
CBF Deposit Account	6200	40253	24925	71378	45818
Other Assets					
Investments (at Market Value)	1972	320382	0	322354	354375
Glebe Field (at cost)	26584	0	0	26584	26584
Total Assets	44755	360635	25164	430554	430883

Notes

1. The Financial Statements have been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments accounting convention.

2. No payments were made to PCC members or connected persons other than reimbursement of expenditure incurred on behalf of the PCC, amounting to £ to £3099 to 4 individuals in relation to [a]Church running expenses and services costs and [b] travel, telephone and other administrative expenses incurred by the Rector.
Payments made to third parties on behalf of the Rector in respect of general and water rates for the Rectory amounted to £3739.

3.The cost of investments was £221616.

4. A legacy from the estate of Mr. Brian Morris was received on 9 August 2018. It is to be applied for the care and maintenance of the cemetery and churchyard of St. Bartholomew's

Approved by the PCC on 4 March 2019 and signed on its behalf by:

Rector

Treasurer

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST BARTHOLOMEW'S CHURCH, BURWASH.

I report to the trustees on my examination of the accounts of Parochial Church Council of the Ecclesiastical Parish of St Bartholomew's Church, Burwash (the Trust) for the year ended 31 December 2018.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the 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:

- a) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- b) the accounts do not accord with those records.

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.



ALAN BURTON, *FCMA*

1 February 2019

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