

Trustees Annual Report and Financial Report of

The Parish of St John's Church, Church Road, Polegate, BN26 5BX



including the Conventional District of
St Wilfrid's Church, Broad Road, Lower Willingdon, Eastbourne, BN24 6HL



Registered Charity no. 1130861

For the year ended 31 December 2018

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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 and CBF Church of England deposit fund.

Trustees Annual Report for 2018 for St John's, Polegate



Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the incumbent, the Rev'd 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'.

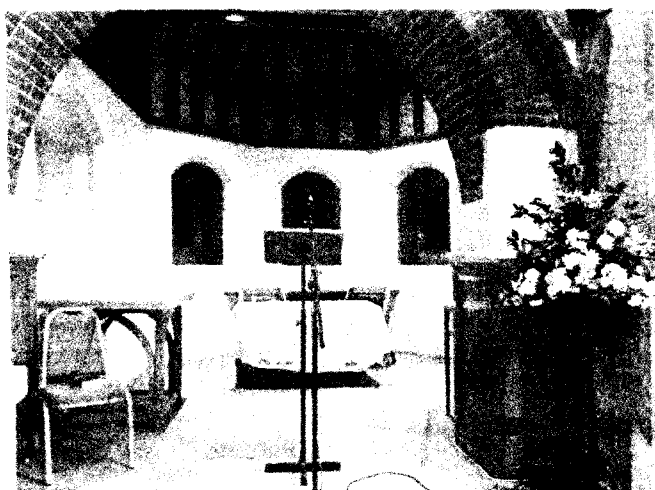
For 2018 we discussed and planned the following objectives and activities to fulfil our aims:

- ☐ 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;
- ☐ 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 105 parishioners on the church electoral roll, 17 of whom are not resident within the parish. There were no names added during the year and 4 were removed either through death or moving house. The average regular weekly attendance, counted during October, was 121 adults and 6 children but this number increased to around 350 at festivals.

Teaching, and nurturing new and existing believers. In addition to services of worship, services of Thanksgiving, Baptism, Marriage and Funeral are offered. The Vicar is assisted from time-to-time by three licensed Readers with preaching and leading services. None of them are ordained and they therefore have no licence to conduct Holy Communion. A number of the church family continue to assist in various aspects of worship, enabling the encouragement of participation for those involved, as well as the whole church family. And within the life of our community, we continue to seek to extend the opportunities for the exercise of ministry and use of skills. We see the following aspects of church life as part of the Diocesan strategy for re-imagining ministry. One function of the PCC along with the Vicar, churchwardens is to monitor 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. On arrival at a service, attendees

are given a printed service sheet containing the hymns, prayers and responses. The hymns are also displayed on an overhead screen, removing the need to find hymns in books.

But for the weekly services of Holy Communion at 8am on Sundays, and 4pm on Wednesdays, the formal language of the "Church of England Common Worship Order Two in Contemporary Language" is used. Sunday Evensong is also an informal service led from a printed service sheet suitable for non church-



going visitors as well as church members, with one evening service a month held as an informal Communion. Some 250, latest-translation, New International Bibles have replaced older versions in the pews, helping all those who attend services to have immediate sight of scripture. On Easter Sunday Morning, at dawn on the Eastbourne Downs, a 'Sunrise Service' was held with other Christians from local churches, celebrating the day when Jesus rose from the dead.

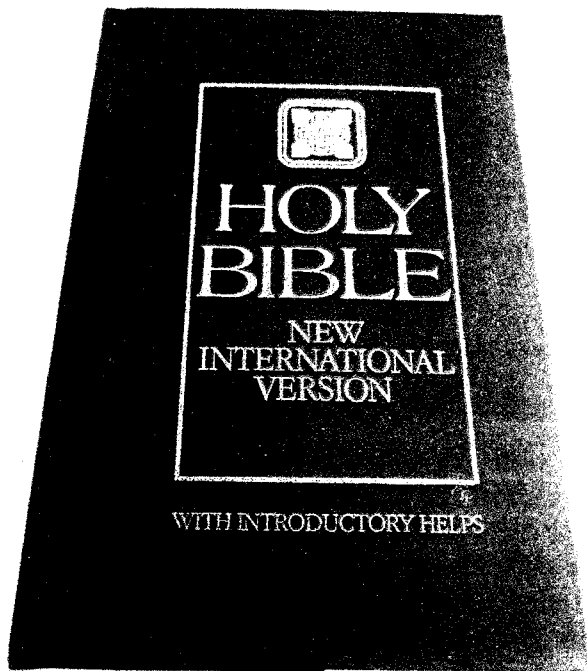
We continue as far as we can, to offer gatherings which focus upon both family and children's ministry. For adults there are regular-meeting groups, (Women's Fellowship, Men's Society and Mother's Union); for children there is Sunday Club, Kidzone, Tea & Tots, and Pathfinders. The children's groups meet weekly, some closing in school holidays.

Sunday Club for children ages 3-11 years meets initially in the church at the 10.30am service and retires to the church hall for their own subsequent teaching. Also not restricted to church membership, are Kidzone, an after-schools club, Tea and Tots, a pre-school children's group, Pathfinders, for young people aged 11-14.

All the following groups are also used by non-church members; Women's Fellowship and Mother's Union are monthly events often with a speaker, whereas the Men's Society meets twice a month with a

speaker on secular interests as well as Christianity. 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. The Safeguarding Officer actively supervises the provision and level of training which has continued in 2018 for each PCC member.

In January, the Vicar ran a 4-week course exploring Christianity, open to any who wished to attend. The relaxed surroundings allowed an environment of 'no-holds barred' questioning. The character of



the courses meet the needs of non-believers as well as those who wish to deepen their existing faith.

One expression of our Christian Faith is confidence in the power and meaning of prayer – talking to our gracious redeeming God. Church members continued the weekly meeting called "Powerpoint" on a Wednesday evening at 6.30pm when most of the hour is spent praying for aspects of human life that are of concern at the time. And a new monthly meeting has started with particular concern for prisons, prison staff and prisoners. A Day of Prayer was held on 14th February (Ash Wednesday) focussed on the life of the church and its Gospel responsibilities.

To homes on the two new estates (Mill and Bluebells) at Easter and in December were

delivered pre-evangelistic cards. These are considered to be of value in reminding church and non-church residents of the welcome and fellowship offered at their parish church. A positive response has been received in 2018.

The Trustees provision of the church building for people to enjoy. We were privileged to conduct one Marriage, 11 Thanksgiving services for non-church members, and 7 Funerals in our church during the year; these proved occasions for non-regular churchgoers to personally experience the comfort and calling of Christianity. At the



Eastbourne Crematorium Alan Packard, Associate Minister and the Vicar carried out many services during the year for both deceased members of the church as well as non-members. Our church continues to be appreciated by our parishioners and many others, as a space where life events are celebrated with joy and thanksgiving.

The South Downs Singers have continued to use the church building for public concerts, as in the past, with a Spring and a Christmas event to full numbers. The church held a service open to any member of the community on Remembrance Sunday, and a service attended by German members of the Polegate/Appen Twinning Group was held on 9th September celebrating mutual respect and fellowship. Followed by a Barbecue in the church grounds.

The church has a much appreciated Flower Group who weekly decorate the inside of the church with displays. Following the death of church member Clifford Harper, the family generously replaced a bench in the grounds which is regularly used by passing pedestrians for quiet times in clement weather.

Provision of pastoral care for people living in the part of the parish which is St John's. There are two care homes locally where church members help with monthly services for those too frail to attend the church; Havelock House and Victoria Nursing Home. From the Queensmead residential centre two residents are made very welcome as they are brought in to Sunday services. In Bernhard Baron Homes church members are part of a rota providing weekly services. Members of the church family have also made home and hospital visits.

Other charitable giving by St John's The church family has supported other mission and charitable societies, amounting to £11,153. Support has been continued in 2018 to four mission partners; Riste & Thea Micev in Serbia under the Crosslinks organisation, Chris & Lotta Strajnic in Sweden, also under the guidance of Crosslinks, Martin & Cathrine Hickey working for All nations Theological College under Interserve (who visited us in December), and Mary Walsh in the world-wide mission of Operation Mobilisation. The PCC has reviewed its mission support, and will not continue in the new year with the latter two recipients looking to establish other links in 2019.



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

The total Parish receipts on general unrestricted funds received were £201,615, (£207,050 in 2017) and are detailed in the Financial Report.

Our total Parish voluntary income including tax recovered (but excluding legacies) was £143,034 (£152,109 in 2017). Both churches in the parish take advantage of the Diocesan system called the Parish Giving Scheme in place of standing orders aiding money handling and tax recovery.

Sharing the ministry costs of the Diocese of Chichester The largest expenditure of the Parish

was the sum of £ 126,900 (£124,128 in 2017) paid to the diocese for the Parish Ministry Costs. This amount covers the housing, stipend and pension costs of the clergy, church insurance and, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. This year the contribution of St John's alone of £ 69,660, and St Wilfrid's contribution was £ 57,240. In 2018 both churches in the Parish paid 100% of the Diocese-considered cost. It is important to note that approximately 80% of the Diocese-considered 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 with St Wilfrid's to be one benefice/parish. Until 2003 the Diocese charged one parish cost of training, support, diocese charges. But after 2003, when St Wilfrid's became a Conventional District, the diocese charged each of St John's and St Wilfrid's the full costs of a single parish whilst still stating it to be one parish. This has been presented to them as an anomaly but the injustice of this is not yet admitted by the Diocese.

Staff costs St John's PCC employs four part-time staff; a cleaner for the church and another cleaner for the church hall, a hall bookings officer and a Parish Clerk, who is also a PCC member. St Wilfrid's DCC employs a church cleaner. Further details are provided in the notes to the accounts.

Trustee payments and expenses. St John's PCC supported its incumbent by paying the Vicarage water and environmental charges amounting to £488 Council Tax £2,043 plus other annual costs



towards travel, hospitality, telephone, postage and broadband amounting to a little over

£2,830. There were no repair or maintenance costs of the Vicarage payable by the PCC

St Wilfrid's House costs, paid in support of the Minister, were Council Tax £1,885, and Water rates £210. The Rev Chris Styles at St Wilfrid's received a refund of expenses amounting to £243.

One of St John's Trustees drew against his agreed preaching book allowance; Alan Packard, Reader, £125 The part-time Parish Clerk, who is also a trustee, received £9,418 before tax for her duties during the year. There were no payments to persons related to or connected to, other trustees.

Repairs to the fabric of St John's buildings The most significant work in the church was installing long-lasting L.E.D. lights (to save annual replacement costs) at some £6,050. And the replacement of the wooden window frames in the Covered-Way connecting the church and the church hall cost £2,357.

Repairs to the fabric of St Wilfrid's buildings See the following report by St Wilfrid's Trustees.

Why we hold some money in reserve – St John's.

After St John's PCC reviewed its numerous funds in 2016, beyond the General Fund, all were closed except the O'Hara Fund (left open because it records the value of the property 5, St John's Road, which is let with a tenant to create income for the parish). Work on the maintenance of this property is likely to be considered in 2019. The other work planned for 2019 includes some £8,500 for new Covered-Way doors, and also some £8,500 for stonework maintenance inside and outside the church. As well, an architect has newly been instructed to draw up plans for the refurbishment of the vestry lavatory and flower team cupboard. This will involve electrical, plumbing as well as constructive work, which at the moment volunteers are looking to carry out under the architect to save commercial costs. The church hall kitchen may also be the target of improvement.

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 current interest rates, 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 Rev'd Chris Spinks	Chairman
Readers:	Mr Alan Packard Mr Ben Pratt Mr Hugh Lowries	also Secretary
Wardens:	Mr Bruce Margrett Mr Phil Kyte	also Vice Chair/Deanery Synod
Elected Members:	Katrina Burton Val Clewett Margaret Ford Maureen Pemberton Mark Pybus Pam Sharpe	Treasurer Deanery Synod member

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

.....
Chris G. Spinks

Date.....
4TH March 2019

Trustees Annual Report

of

The District Church Council of the Ecclesiastical District of

St Wilfrid's Church, Lower Willingdon

St Wilfrid's Church, Broad Road, Lower Willingdon BN20 9RA

Registered Charity no. 1130861

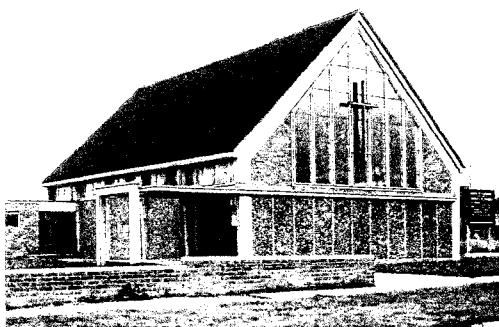
For the year ended 31 December 2018

Website: www.stwilfs.org

Incumbent: The Revd C J Styles, St Wilfrid's House, 90 Broad Road, Lower Willingdon BN20 9RA

If my people, who are called by my name, will humble themselves and pray and seek my face and turn from their wicked ways, then I will hear from heaven, and I will forgive their sin and will heal their land.

2 Chronicles 7:14



St. Wilfrid's Church in 1962



St. Wilfrid's Church & Hall in 2018

St Wilfrid's, Lower Willingdon Trustees Annual Report for 2018

Our aims and purposes as a charity

The PCC has the responsibility of co-operating with the incumbent, the Revd C J Styles, 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.
- To know 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 for those in need and, to other organisations with similar objectives.

The PCC also contributes 10% of its net income to several charities including: Beachy Head Chaplaincy, which seeks to council those contemplating suicide; Spinnaker, a charity involved in supporting local schools; and several charities with projects based overseas.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, our incumbent and the PCC have discussed and planned the following objectives and activities to fulfil our aims:

- Enabling as many people as possible to worship at our church;
- Teaching, baptising and nurturing new and existing believers;
- Provision of the building for users, guests, and the worshipping community;
- Considering how services can involve the many groups that live within the parish;
- Putting faith into practice, through prayer and scripture, teaching, 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;
- Reaching out to non church-goers through provision of barbecues, fayres, jumble sales etc.;
- Maintaining the fabric of the church building and the rooms that make up the entire complex to appeal to users and create a safe space which reflects community involvement.

What we achieved 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 people 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 91 parishioners on the church electoral roll, about half of whom are not resident within the parish. The average regular weekly attendance at our Sunday morning service, for 2018, was 67 but this number would be more like 150-200 if we counted home groups and other services and groups run through the week. At Christmas we had 120 adults and 20 children attend our 'Candles, Carols, & Crib Service' (our family orientated carol service). And Easter is also fairly full – especially our family service on Palm Sunday which is similar to the carol service in its focus.

There has been a drop in attendance at the Sunday morning service from 76 to (the already stated) 67 average. This was largely due to two families, with children, seeking bigger churches with more children and more children's activities (something we cannot compete with). However, we continued our emphasis upon the family and the children's ministry. Messy Church continues to draw large numbers of families, and our Parent and Toddler group every Friday morning is very well attended.

Teaching, baptising and nurturing new and existing believers. A major achievement in the area of nurturing faith and discipleship, was house groups – more than 50 members continue to be involved in regular meetings once a fortnight. At various places and on various occasions we met and shared food and fellowship together, including breakfasts and bring-and-share lunches when Missionary guests were visiting. There is also plenty for those who are unable to contribute, so that we share together.

Once a month we host a lunch for the elderly. This attracts about 50 guests and even more at the 'Christmas Special'. A Summer BBQs attracts 60-90 each August, when the minister opens up the fence panels which are shared with the church garden area, and invites all to share in what becomes an extra large garden party. Other smaller BBQs are held in the minister's garden for neighbours and people we are making contact with in the community. Family days out and, other social events are run by individual groups such as the 'Friendship Group' which is particularly aimed at the lonely and vulnerable people in the community. But we also had an away day at Ashburnham during April for the entire church community. We also ran a Christianity Explored course during the year – an introductory course explaining what Christianity is. And several attended this.

Provision of the building for users, guests, and the worshipping community. We held two funerals in the church this year. At both, we were able to supply food and refreshments for the families afterwards. This is due to a fully modern kitchen which is connected to our Main Hall, and separate from the sanctuary. The kitchen is hired out with the hall which is used by Slimming World, a song and dance group from the School opposite us, and various other groups and special events.

The sanctuary is mainly used for the worshipping community. But visitors come in at the main festivals and for other events. Messy Church uses the hall and the sanctuary. This also means that food can be set out in the hall while the children's worship in the sanctuary takes place. We combined this with puppets in the autumn and this allowed us to get over a more complex bit of biblical teaching (Jesus being the vine).

The Hall gives a good community focus to the area – especially with the Community (secondary) school directly opposite our building. We have continued

to offer after school groups for students from the school and also to host them for carol services once again, which included the entire Year 7 (completed in two sittings). We also ran 'Sacred Space' once again. This is an interactive Christian presentation using various stations and MP3 recordings which relay information about each station. The entire Year 7 passed through this too which helps the school fulfil with part of their curriculum.

The church has an active evangelism committee which engaged with the community to invite them to various events, including barbecues, and a Mission in May which ran over an entire week. Some of the events of the Mission were specifically geared for particular age groups. A cream tea attracted middle aged and older; and a breakfast for women had a good gathering too. As well as a youth meeting on the Friday. There were events throughout the week with a Question and Answer buffet on the final Saturday – conducted using a roving mike and a panel of 6 ready to respond to all questions. We ran this from our church but worked closely with other churches. It was also advertised under the 'Hope 18' badge.

Harvest time was also a time when we invited people in from the community. Some of our own musical talent put on something of a show too. We also had a Tear Fund Missionary come the next day, for our Harvest service, and he spoke to us; remaining for a frugal lunch which was designed to contrast our own relative affluence.

Visitors often remark on the friendliness and the warmth they find at St Wilfrid's. We are pleased with this but feel we should be continually looking to find ways to improve our welcome. We ran two jumble sales and a Christmas, and Summer Fayre all of which are well attended by the community. Also, although this is a way of raising money for the church, we keep our prices ridiculously low which means that poorer people in the community can get hold of bargains.

Spatial reordering of the church building and future projects. The main focus this year has been to develop the sanctuary. We were successful in getting our faculty approved early in the year and were then able to re-surface damaged flooring and introduce new chairs; a smaller and more attractive front platform area;

and a crèche which we believe will make the sanctuary more welcoming to those with smaller children who are too small to go out to our children's group. We also took this opportunity to order new windows: the previous ones were not closing properly and anyway had become so old that their thermal insulation properties had greatly diminished.

The crèche will be a real boon. The present minister found that he inherited no children when he came. And in discussion it was agreed that we do not wait until we have children among us before thinking of the needs of younger families. So, we have made it a priority to think in terms of children and young families. The crèche is just one aspect to this new strategy.

The Hall had required some sound insulation and we had a false ceiling put in with state of the art sound panels. We have seen the benefit of this over 2018 and it has greatly improved sound quality and we discovered this during the summer when the worshipping community moved temporarily into the hall while work was done on the sanctuaries' floor and windows.

Provision of pastoral care for people living in the parish. The Pastoral Care Team, including the



St. Wilfrid's House with new
driveway in 2018

minister and his NSM, and those who are part hospital chaplains among us, are among other things involved in street pastors; care for people in hospital; home visits; and practical aid to people on the streets. We also have links with local care homes (three of which have people who were worshippers at St Wilfrid's at one time). The minister also has a regular Tuesday

Open Surgery to encourage people to visit at the vicarage too. There is also a monthly Holy Communion service in the day which has a number of faithful members. We have a team of 2 church members who have dedicated themselves to the work of the Street Pastors organisation in Polegate. And we have members who are involved with Food Bank, Family Support Group and other such social action groups.

Provision of tangible support to the poor and needy. As well as the distribution of Harvest festival gifts we have a toy collection at Christmas. But individuals work with other agencies. And where we hear of special projects we make these known and give one-off donations. The most recent of these was work with immigrants and this was in conjunction with Victoria Baptist.

This raises another consideration. Smaller churches like our own will often benefit by larger churches setting up schemes that we can help to resource. This has been true of social action groups of various types too. We are very fortunate in the Eastbourne area to have a very well structured group called the Eastbourne Christian Agencies Network (<http://ecan.org.uk/>) which gives lots of up-to-date support and help in identifying key areas of united involvement.

Other Local Involvement. We have a 'Local Liaison Officer' at St Wilfrid's who keeps PCC posted about events that are of interest in the local gazettes (several of which are posted to households). We are not big enough, nor do we have the resources to have our own monthly newsletter to go round houses. But we do a periodic up-date to let people know we are here – plus a letter drops for Christmas and other key periods. Our local walking group is also very popular. The Downs are a particularly nice area to ramble on. And a number from other churches and some with no-church affiliation join these monthly organised treks.

Structure, governance and management of the charity

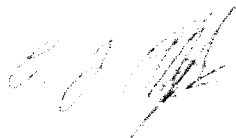
The District Church Council (DCC), is not an official PCC (though we refer to it informally as the PCC), but for purposes of returns and other legal considerations, we are often regarded as under the Parish of St John's Polegate (of which our District forms a part). Although the Minister is 'Curate-in-Charge', and St Wilfrid's DCC functions as a PCC this fact needs to be acknowledged for this report.

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

<i>Ex Officio members</i>	Curate-in-charge:	The Revd C J Styles	Chairman
	NSM:	The Revd Richard Herkes	
	Wardens:	Mr Jonathan Cornell	Vice Chairman
<i>Elected Members</i>		Mr Chris Mason	
		Mrs Barbara Minall	Deputy Warden
		Mr John Cheesman	Treasurer
		Miss Julie Vamplew	
		Mrs Marilyn Neville	
		Mrs Sue Potter	Lay Champion
		Mr John Horne	Schools Liaison
		Mr Alan Hooker	
<i>Deanery Synod</i>		Mr Gary Smith	Safeguarding Officer
		Mrs Margaret Read	
		(& Jonathan Cornell, see above)	
<i>Secretary (non-member):</i>		Mrs Helen Barton	Secretary

Membership of the DCC is determined under the Church Representation Rules and consists of certain ex-officio members, the Curate-in-charge, NSM, wardens, Synod representatives, and elected members, who are elected at the Annual District Church Meeting (ADCM but which we refer to as the APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience, ages and gender, where possible.

This Trustees' Annual Report was **approved** by the DCC and signed on their behalf by The Revd. C J Styles, DCC Chairman



Date: 18th March 2019

Annual Financial Report for 2018

**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 2018



Statement of financial activities

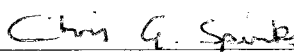
	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Income and endowments from:						
Donations & legacies	176,170	613	0	176,783	253,983	
Charitable activities	1,698	0	0	1,698	3,365	
Other trading activities	23,793	0	0	23,793	23,951	
Investments	384	0	0	384	399	
Other receipts	0	0	0	0	0	
Total income	202,045	613	0	202,658	281,698	2
Expenditure on:						
Raising funds	1,966	0	0	1,966	241	
Charitable activities	243,810	612	0	244,422	232,467	
Other trading activities	3,607	471	0	4,078	57,560	
Total expenditure	249,383	1,083	0	250,467	290,268	3
Net gains (or losses) on investments						
Net income or (net expenditure)	-47,338	-471	0	-47,808	-8,571	
Transfers between funds	25,000	0	0	25,000		7
	-22,338	-471	0	-22,808	-8,571	
Other recognised gains/(losses):						
Gains/(losses) on revaluation of fixed assets						
Other gains/(losses)						
Net movement in funds	-22,338	-471	0	-22,808	-8,571	
Reconciliation of funds:						
Total funds brought forward	241,299	5,928	0	247,227	255,798	
Total funds carried forward	218,961	5,457	0	224,419	247,227	

Balance Sheet (also known as Statement of Financial Position)

	Total Funds 2018 £	Total Funds 2017 £	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	3,635	2,081	10
Investments	0	0	
Cash at bank and in hand	147,020	198,868	14
Total Current assets	150,655	200,949	
Creditors: Amounts falling due within one year	5,126	7,611	11
Net current assets or (liabilities)	155,781	208,561	
Total assets less current liabilities	210,531	258,339	
Creditors: Amounts falling due after more than one year	0	11,112	12
Provisions for liabilities (St Wilfrid's diocese loan cancelled)	11,112	0	
Total net assets or (liabilities)	199,419	247,227	
The funds of the charity:			
Endowment funds	0	0	
Restricted income funds	5,457	5,928	
<i>Unrestricted funds</i>	193,961	241,299	
<i>Revaluation reserve</i>	0	0	
Total unrestricted funds	193,961	241,299	
Total charity funds	199,419	247,227	

This Annual Financial Report, for the year ended 31st December 2018 including the notes following,
was **approved** by the PCC and signed on it's behalf by

The Revd Chris Spinks



Date: 4th March 2019

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).

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 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Planned giving (excl. tax refunds)	74,666	0	0	74,666	80,279	
Planned giving (no tax refunds)	14,240	0	0	14,240	15,986	
Loose cash collections, sundry donations	23,886	69	0	23,955	23,867	
Fetes, fund-raising event income	6,804	255	0	7,059	9,261	
Special appeals, Gift Days	591	289	0	880	926	
Gift Aid recovered	22,848	0	0	22,848	22,665	
Legacies	33,137	0	0	33,137	101,000	
Grants	0	0	0	0	0	
Donations & legacies	176,170	613	0	176,783	253,983	
Fees for weddings & funerals	1,698	0	0	1,698	3,365	
Charitable activities	1,698	0	0	1,698	3,365	
Rent from letting properties	10,591	0	0	10,591	10,721	
Church hall and room lettings	13,202	0	0	13,202	13,230	
Bookstall sales	0	0	0	0	0	
Other trading activities	23,793	0	0	23,793	23,951	
Bank and CBF deposit interest	384	0	0	384	399	
Investment fund dividends	0	0	0	0	0	
Investments	384	0	0	384	399	
Other receipts	0	0	0	0	0	
Total received on all funds	202,045	613	0	202,658	281,698	

Notes to the financial report (continued)

Note 3. Analysis of expenditure on:	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Special appeal costs (e.g. adverts, leaflets)	0	0	0	0	0	
Fund-raising event costs	850	0	0	850	0	
Stewardship costs (e.g. printing envelopes)	176	0	0	176	241	
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	940	0	0	940	0	
Raising funds	1,966	0	0	1,966	241	
Missionary and charitable giving	13,792	612	0	14,404	20,686	4
Ministry:						
<i>diocesan parish contribution</i>	126,900	0	0	126,900	124,128	
<i>other clergy costs</i>	8,229	0	0	8,229	7,777	
Staff	15,370	0	0	15,370	14,267	5
Upkeep of services	3,221	0	0	3,221	4,668	
Church running	15,712	0	0	15,712	13,892	
Church maintenance and repair	50,184	0	0	50,184	33,665	
Miscellaneous	8,033	0	0	8,033	5,736	
Bank charges	0	0	0	0	0	
Depreciation	0	0	0	0	0	
Governance costs	2,370	0	0	2,370	7,649	6
Charitable activities	243,810	612	0	244,422	232,467	
Church hall running costs and repair	3,607	471	0	4,078	56,223	
Other trading costs	0	0	0	0	1,338	
Bookstall costs	0	0	0	0	0	
Other trading activities	3,607	471	0	4,078	57,560	
Total expended on all funds	249,383	1,083	0	250,467	290,268	

Notes to the financial report (continued)

NOTE 4. Missionary and charitable giving:

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2018	Total Funds 2017	Notes
Overseas:-	£	£	£	£	£	
I.P.A.S.C.	0	0	0	0	600	
Crosslinks	4,430	0	0	4,430	6,500	
CMS (Church Mission)	420	0	0	420	1,000	
Interserve	2,650	0	0	2,650	3,200	
OM (Operation Mobilisation)	2,050	0	0	2,050	2,229	
Barnabas Fund	0	0	0	0	0	
Tear Fund	597	0	0	597	0	
Quicken Trust	500	0	0	500	1,000	
Home:-						
Beachy Head Chaplaincy	570	0	0	570	1,000	
Diocese Family Support Work	600	0	0	600	992	
St Wilfrid's Hospice	152	0	0	152	0	
Spinnaker, Schools outreach	563	0	0	563	1,065	
Sussex Gospel Partnership	750	0	0	750	750	
Sundry giving grants	510	612	0	1,122	2,350	
	13,792	612	0	14,404	20,686	

NOTE 5. Staff costs:

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2018	Total Funds 2017	Notes
a) Remuneration	£	£	£	£	£	
Wages and salaries	15,236	0	0	15,236	14,267	
Social security costs	134	0	0	134	0	
	15,370	0	0	15,370	14,267	

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 part-time parish clerk, who is a member of the PCC was paid £9,418 (before tax) during the year.

Associate Minister/Lay Preacher, Alan Packard received reimbursement of £125 from a book allowance

Associate Minister/Lay Preacher, Hugh Lowries received reimbursement of £8 from a book allowance

NOTE 6. Governance

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Independent examination	2,370	0	0	2,370	2,370	
Accounts production	0	0	0	0	0	
Book keeping	0	0	0	0	0	
Total of Governance costs	2,370	0	0	2,370	2,370	

Notes to the financial report (continued)

NOTE 7. Analysis of transfers between funds

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
St Wilfrid's from Building to General Fund	25,000	0	0	25,000	0	13
	0	0	0	0	0	13
Total of transfers between Funds	25,000	0	0	25,000	0	

NOTE 8. Fixed assets

	Unrestricted Funds	Restricted Funds	Endowed Funds	Total Funds 2018
	£	£	£	£
(a) Investments				
Market value 01 January 2018	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 2018	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 2018	65,001	0	0	65,001
Additions	0	0	0	0
Disposals	0	0	0	0
Revaluation	0	0	0	0
At 31 December 2018	65,001	0	0	65,001
Charge for impairment				
As at 01 January 2018	0	0	0	0
Additions	0	0	0	0
Disposals	0	0	0	0
Revaluation	0	0	0	0
At 31 December 2018	0	0	0	0
Net book amounts				
At 31 December 2018	65,001	0	0	65,001

At 31 December 2017 (previous year) 65,001 0 0 65,001

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 never previously been included in the Parish accounts until 2016 although it is a parish asset. There is no legal requirement to include it at it's current value, and so is entered here at a nominal figure of £1.

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 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Fixed assets for church use	65,001	0	0	65,001	65,001	
Investment fixed assets	0	0	0	0	0	
Current assets	145,198	5,457	0	150,655	200,949	
Current liabilities	5,125	0	0	5,125	7,611	
Long term liabilities	0	0	0	0	11,112	
Provisions to repay loan (St Wilfrid's)	11,112			11,112		
	193,962	5,457	0	199,419	247,227	

NOTE 10. Debtors

	Unrestricted Fund/s	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Income tax recoverable	1,416	0	0	1,416	1,266	
Prepayments and accrued income	1,650	0	0	1,650	0	
Other debtors	569	0	0	569	815	
	3,635	0	0	3,635	2,081	

NOTE 11. Creditors: amounts falling due within one year

	Unrestricted Fund/s	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Deferred costs	0	0	0	0	611	
Accruals for utilities and other costs	0	0	0	0	0	
Loans	0	0	0	0	0	
Other creditors	5,126	0	0	5,126	7,001	
	5,126	0	0	5,126	7,611	

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

	Unrestricted Fund/s	Restricted Fund/s	Endowed Fund/s	Total Funds 2018	Total Funds 2017	Notes
	£	£	£	£	£	
Deferred income	0	0	0	0	0	
Accruals for utilities and other costs	0	0	0	0	0	
Loans	0	0	0	0	0	
St Wilfrid's to Diocese, PMC owing from 2014	0	0	0	0	11,112	
	0	0	0	0	11,112	

Notes to the financial report (continued)

NOTE 13. Statement of funds

	Balances b/fwd 1 Jan 18	Income	Expenditure	Transfers, other gains and losses	Total Funds 2018	Notes
	£	£	£	£	£	
Endowed funds						
none	0	0	0	0	0	
Total of Endowed funds	0	0	0	0	0	
Restricted funds						
Hall Development fund, St John's	5,928	0	471	0	5,457	i
Charity fund, St John's	0	613	612	0	1	ii
Charity fund, St Wilfrid's	0	0	0	0	0	iii
Total of Restricted funds	5,928	613	1,083	0	5,457	
Unrestricted funds						
General fund St John's	89,159	128,777	128,035	0	89,901	
General fund St Wilfrid's	-5,015	72,839	86,910	25,000	5,914	
O'Hara Legacy fund, St John's	81,507	0	0	0	81,507	iv
Designated House Repairs fund, St Wilfrid's	0	0	0	0	0	v
Designated Kitchen repair fund, St Wilfrid's	3,812	430	20	0	4,222	
Designated Church Improvement, St W's	71,646	0	34,418	-25,000	12,228	vi
Designated "Friends" St Wilfrid's	190	0	0	0	190	vii
Total of Unrestricted funds	241,299	202,045	249,383	0	193,961	
Total of All funds	247,227	202,658	250,467	0	199,419	

NOTE (i) The St John's Development (2007 hall) fund will be spent in 2019.

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

NOTE (iv) 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 (v) House Repairs fund set aside from 2013 to maintain St Wilfrid's House.

NOTE (vi) Improvement fund, held pending a building plan at St Wilfrid's.

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

NOTE 14. Analysis of cash and cash equivalents

	Total Funds 2018	Total Funds 2017
	£	£
Cash in hand	73	73
Notice deposits (less than 3 months)	146,947	198,795
Overdraft facility repayable on demand	0	0
Total cash and cash equivalents	147,020	198,868

NOTE 15. Related parties and transactions

There are none.

The Parochial Church Council of St John's, Polegate with the District Convention Council of St Wilfrid's, Lower Willingdon

Registered Charity Number 1130861

Independent examiners's report to the trustees of The Parochial Church Council of St John's, Polegate with the District Convention Council of St Wilfrid's, Lower Willingdon

I report on the accounts of the Charity for the year ended 31 December 2018, which are set out on pages 13 to 22.

Respective responsibilities of trustees and 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:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

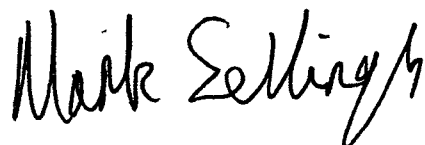
In connection with my examination, no matter has come to my attention:

(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 prepare accounts which accord with the accounting records and comply with the accounting requirements of 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

Signed by Mark R Sellings FCCA (Independent Examiner)



30-34 North Street
Hailsham
East Sussex BN27 1DW

Date: 21-MAR-19

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Individual INCOME and EXPENDITURE ACCOUNTS

	ST JOHN's CHURCH 2018 £	ST JOHN's CHURCH 2017 £	ST WILFRID's CHURCH 2018 £	ST WILFRID's CHURCH 2017 £
INCOME				
Tax efficient giving	47,828	54,297	26,838	25,983
Tax refunds	13,867	15,025	8,980	7,640
Other giving	8,023	8,490	6,217	7,496
Collections	6,207	5,575	4,975	6,345
Special collections and Gift Day giving	289	667	591	259
Sundry donations & Grants	2,106	4,724	11,615	8,042
Legacies	33,137	100,000	0	1,000
Parochial Fees	1,536	2,372	162	993
Church hall, rooms & property lettings	14,100	14,456	9,692	9,494
Fund-raising	2,123	2,173	3,987	6,268
Dividends and interest	173	145	211	254
	0	0	0	0
	129,389	207,924	73,269	73,774
LESS: EXPENDITURE	£	£	£	£
Grants given away	11,154	14,029	3,250	6,657
Parish Ministry costs	69,660	70,752	57,240	53,376
All clergy expenses	2,986	2,721	0	0
Vicar housing expenses	2,531	2,263	2,711	2,793
Rented property costs	940	721	0	0
Salaries and wages	13,196	12,431	2,174	1,836
Church running expenses	12,473	10,927	3,239	2,650
Church repairs and maintenance	6,903	15,247	36,201	17,563
Hall running costs	1,347	2,166	0	0
Hall repairs and maintenance	2,732	54,056	0	0
Training	0	36	0	0
Outreach, meetings and mission	456	365	0	0
Other Direct Expenses	0	0	6,801	6,464
Youth work	159	704	0	0
Information Technology maintenance	1,754	2,023	0	0
Fund-raising and publicity costs	850	617	0	0
Postage, stationery and copying	616	4,631	0	0
Sundry administration expenses	176	241	1,467	2,645
Independent Examiner's fee	1,185	1,185	1,185	1,170
St Wilfrid's House Driveway (2018)	0	0	7,080	0
	129,118	195,115	121,348	95,153
EXCESS OF INCOME/EXPENSES	271	12,808	-48,079	-21,379

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