

**The Beacon Parish of St Margaret's,
Ditchling, Streat Parish Church and St Martin's Westmeston**

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
For the year ended 31 December 2023**

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Ditchling, Streat and Westmeston Parochial Church Council

Incumbent: The Reverend D Wallis, The Vicarage, 2 Charlton Gardens, Lewes Road, Ditchling
East Sussex, BN6 8WA

Independent examiner: Maxwell-Gumbleton & Co, 1 West Street, Lewes, East Sussex
BN7 2NZ

Bankers: HSBC, 38-40 South Road · Haywards Heath · West Sussex · RH16 4LA

The Parish of Ditchling, Streat and Westmeston (known as the Beacon Parish) is a registered charity,
number 1132488.

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

Annual Report for 2023

Administrative information

The Parish is a charity and registered with the Charity Commission within the meaning of the Charities Act 2011, number 1132488. The Parish Office is at the Vicarage, 2 Charlton Gardens, Lewes Road, Ditchling, BN6 8WA. After the Annual Parochial Church Meeting (APCM) on Sunday 30th April 2023, the following were elected and served as members of the Parochial Church Council (PCC) as at 31st December 2023:

Incumbent:	The Reverend David Wallis	Chairman
Reader:	Mrs Colyeen Blanchard	
Churchwardens:	Mr Paul Charman Mrs Tessa Haughton Dr Keith Hine Mr Mike Sewell	Deanery Synod
Elected Members:	Mrs Margaret Bovill Mrs Heather Evans Mrs Sherrian Guest Sir Mark Moody-Stuart Mrs Virginia De La Pole Mrs Sue Sewell	Secretary Treasurer Verger Bookkeeper

Structure, governance and management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent, the lay reader licensed to officiate in the church), the churchwardens and members of the Deanery Synod and the members of the churches who are elected at the APCM. Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

The PCC was greatly saddened to lose Simon Davey during 2023; we mourn his passing and remember his major contribution to the Parish.

Objectives and Activities

The primary objective of the Beacon Parish of Ditchling, Streat and Westmeston is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the incumbent, the Reverend David Wallis, in promoting in the ecclesiastical Parish the whole mission of the Church pastoral, evangelistic, social and ecumenical.

We have considered the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. We try to enable all residents of the Parish to live out their faith as part of our community. The three churches of St Margaret's Ditchling, St Martin's Westmeston and Streat are open to all, and pastoral support and social and community activities are available to all, regardless of membership of the church or beliefs.

Achievements and performance

Church attendance and other ministry activity

There are 187 (163) parishioners on the church electoral roll of the Beacon Parish (figures in brackets are those for 2022). It has been good to see our numbers recover back towards the pre-pandemic level of 200 in 2018. 67 members live outside the Parish.

We have seen another full year of activity in the Parish, with regular services at all our churches and a busy programme of community events aimed at both young people and adults. There were regular 10 am Sunday morning Communion services in St Margaret's, except for the twelve Sundays in the year when there were 10am Communion services in either Westmeston (six, including a harvest festival) or Streat (six). There were also regular Wednesday 10am Communion services at St Margaret's. At St George's Park, a large retirement village complex in the Parish run by the Augustinian order, regular fortnightly services of Holy Communion were held in the chapel of the complex. This is an important and much appreciated part of the work of the Parish as the population of the complex is as large as that of the villages of Streat and Westmeston.

Attendance at normal Sunday services at St Margaret's averaged 47 (with three children), with an average attendance of 14 at the Wednesday 10am Communion services. There were six normal Sunday services at St Martin's Westmeston, attended on average by 42 people (with one child). There were also six normal Sunday services in Streat with average attendance of 43, a significant increase over last year, reflecting the re-opening of the church in April after building improvement works. Attendance at the Thursday services at St George's Park was c. 20 people and has been increasing.

Attendance at Christmas services was high at all three churches. At St Margaret's on Christmas Day, we welcomed 87 adults and 7 children, whilst our very popular crib service on Christmas Eve attracted 495 adults and 187 children. At St Martin's, Westmeston there were 59 people (including 8 children) on Christmas morning. All 3 churches held Carol services, with high levels of attendance of adults and children.

A number of Sunday afternoon services were held during the summer months in both St Martin's Westmeston (3 services) and Streat Church (2). Each was differently themed and typically started with tea and cakes (and sometimes Pimms!) in the churchyard, followed by songs of praise in the church. These proved popular and attracted very good attendances.

Good Morning Friday meetings for fellowship, prayer and readings were held weekly on Zoom with average attendance of 15. Our Churchwarden Keith Hine ran a popular online Lent course, with an average estimated attendance of 45 people.

There were special services for various occasions (schools, harvest, Remembrance Day, animal blessing) at all three churches at different times of the year which were well attended. All three churches were open daily to the public during the day throughout the year and there were many passing visitors.

All classes in St Margaret's Primary School visited the Prayer Spaces in St Margaret's in relays with our youth worker. We have held 6 half-term and end of term services with the school.

Our new online streaming capability in St Margaret's has opened up services there (including weddings, where the couple request it) to a much wider audience, helping those who are unwell, or otherwise unable to attend, to enjoy the ministry. Viewers are able to watch live or catch up later at home and this has proved to be popular: whilst it is difficult to gauge average online participation accurately, we estimate viewings have ranged from 20 to 30 people or so depending on the date of the service.

There were 10 (11 in 2022) baptisms, and 7 (6) weddings across our churches in 2023. There were 20 (22) funerals or interment of ashes.

Other community activity

Outside of the Church and its ministry, the Parish's small army of volunteers continues to dedicate itself to the organisation of a number of events throughout the year. These not only serve to raise income for the Parish (see below Section 7) but they also bring our Church community together and will hopefully encourage non-churchgoers in our villages to engage with their Churches. Examples include Souper Saturday, Safari Suppers, Apple Day, a special Coronation Street Party, Wreathmaking at Christmas and – for the first time this year – a concert from Shepherds Arise, a band specialising in old Sussex carols from Sussex Church manuscripts and oral tradition. They played to a packed St Margaret's shortly before Christmas. Our volunteers continue to work on new ideas and we expect more in 2024 – the PCC would like to thank them all for their continued hard work and dedication.

Review of the year

1. **The PCC** met six times during the year, with all meetings conducted in person. Attendance levels have been consistently high, with most members turning up for most meetings. Whilst certain matters are communicated and discussed outside committee, all formal decisions are made at committee and duly recorded in the minutes. In addition to PCC, there were 2 Churchwarden meetings, a joint meeting of the PCC/Finance Committee and the Generosity Team and the Annual Parish Council Meeting in April.

2. **The Emmanuel Centre.** The Emmanuel Centre in Ditchling was used for meetings of the youth group and for Coffee, Chat & Play sessions for the local community. The Centre was also used for other ad hoc Parish events and is hired out for dance classes etc.

3. Youth Work

Our youth worker Gary Pickett, shared with the neighbouring Parish of Clayton and Keymer, holds very popular after school clubs in St Margaret's Primary School (15 students), Ditchling. The links between the church and the Primary School are now very strong and Gary is in the school every week leading collective worship with all year groups (196 students). Feedback from the staff and children is very encouraging. At the end of each term and half-term there is a service in St Margaret's Church where the whole Primary School attends, with many parents and there are also end of term services for the nursery school within the school. Gary also attended school residential events. Gary supports the school's RE lessons. Godly Play was launched in the school in October where those in class take it in turns to listen to a story and then have time to reflect.

Gary is in the secondary school in Hassocks, helping to run the school's Christian lunch club with numbers in the 40's attending weekly. The youth group, which meets weekly in the Emmanuel Centre during school terms, has a membership of 6 young people.

4. The Fabric Committee Report

The main work during the year was the completion of the project to install a toilet and servery at Streat Church. This has now been completed and is in full use. It has been very well received by the community and by all churchgoers, and it is hoped that it will enable the church to be used by the local residents as a communal meeting place.

A long-standing problem at St Martin's, Westmeston is being addressed. Part of the floor in the nave is considered to be unsafe and this has been caused by corrosion occurring in the steel joists in a below ground storeroom. After an assessment by a structural engineer and the architect, a solution

has now been proposed and a Faculty Application is in hand to rectify the matter. The works are expected to complete during 2024.

Minor work has been carried out at St Margaret's to make repairs to the flintwork above the west door, and to improve the opening and closing of the church doors.

5. Finance Committee

The Committee met 6 times during 2023 and, in September, joined an ad hoc meeting comprising members of the PCC, the Finance Committee and the Generosity team to consider options to address the continuing deficits in the Parish's accounts (see below, section 8 'Financial Situation', for more detail on this).

Mark Moody-Stuart, as Treasurer, chairs this committee and has been supported by Sue Sewell as Bookkeeper and 6 other members, some of whom are also PCC members. Tony Blanchard stepped down from the Committee in April and we thank him for his long service. Ian Henley joined the Committee in April.

Monthly statements of income and expenditure are prepared by Sue Sewell and used to populate a comprehensive analysis of performance against budget prepared by Stuart Curry. These are circulated to the Committee and the PCC for review and actions agreed where appropriate on both costs and income. Stuart Curry also prepares an annual budget, usually in December, which the Committee reviews and recommends to the PCC. A major part of the Committee's work consists of monitoring the performance of the PCC's investment portfolio, ensuring an appropriate balance of risk and reward and ensuring that the PCC maintains the liquid resources it requires to run the business of the Parish.

We continue to make all payments, such as those to our youth worker, organists and cleaners, using HMRC's Pay as You Earn (PAYE) system for income tax and National Insurance.

Gift Aid recovery and re-claiming Gift Aid are carried out by the Bookkeeper, who keeps track of all donations. The Treasurer makes the online submissions now required by HMRC. The £15,382 recovered in 2023 is an important source of added income (£14,810 in 2022).

Parish Giving Scheme (PGS). The PGS is an independent charity set up to ease the administration of Planned Giving for participating Parishes. In particular, it ensures timely recovery of Gift Aid from HMRC on donations. It also provides a method of automatically increasing Planned Giving in line with inflation, where this is agreed by the donor. It has been very beneficial for the Beacon Parish and we continue to encourage existing and potential donors to select this option for giving, rather than using standing orders or direct debits. PGS donations now represent c 60% of Planned Giving receipts and we shall look to drive this number higher.

Approval of accounts. The PCC continues to use the accountancy firm Maxwell-Gumbleton to prepare the annual accounts in the approved form. We are grateful to them for their diligent attention to our affairs and for the very significantly discounted fee for their work.

7. Financial Review

A. Incoming Resources

The total of incoming resources was £142,339, a decrease of £22,184 over the £164,523 received in 2022. Whilst we saw a welcome uptick in unplanned giving (increasing by almost £7,000, or 55%) and a small increase in planned giving to £49,804, this was more than offset by a material reduction in the amounts received from grants and legacies, together reducing by almost £20,000).

Income from grants and legacies is necessarily variable from year to year and we consistently emphasise the importance of regular giving to provide the Parish with the predictability of annuity income. Total voluntary income therefore reduced in 2023 by over £18,000. Fundraising income stayed broadly flat but a depleting investment portfolio has reduced investment income by over £2,400 and income from other church activities such as weddings & funerals also reduced by c. £1,000.

Voluntary giving: Planned Giving through standing orders stayed broadly flat at c. £16,000, which is disappointing given efforts to drive greater receipts through this mechanism. However, reversing the trend of the previous year, Planned Giving through the PGS saw a small, though welcome recovery and, as indicated above, now stands at c 60% of total Planned Giving receipts. Unplanned Giving increased strongly from £12,395 to £19,230 (up 55%), mostly due to greater receipts from collections at services: causes are difficult to ascribe but great effort goes in to reminding congregations of the importance of supporting the church and it appears the message is getting through. Whilst the recovery in Unplanned Giving is welcome, we clearly cannot rely on it, as we can for Planned Giving.

Special Appeals: A small increase here is welcome and there has been good collaboration between the PCC and the Generosity Team, who made a special presentation at a service and ran a brainstorming event to generate new thinking. The outcome has been a commitment to mount a major community appeal in 2024 (See Section 8 below).

Legacies: No new legacies were made during 2023. Our planned special appeal in 2024 will remind our community of the importance of legacies.

Grants: We are most fortunate to continue to benefit from the generosity of a number of organisations, who collectively supported the Parish with grants totalling £5,905 in 2023. The Turner-Dumbrell Foundation increased their grant for the upkeep of St Margaret's churchyard from £3,000 to £4,000, for which we are most grateful. The Parish Councils of Westmeston and Streat both made a grant of £350 for the upkeep of the St Martin's Westmeston and Streat Church respectively and we thank them also for their continued generosity. Finally, we are also grateful for the continued support of the Commonwealth War Graves Commission, who again provided us with a grant of £15.

The Friends of St Margaret's: The Trustees of the Friends have previously indicated that their current income should allow them to support some £10,000 of expenditure per annum without drawing on capital. This year the Friends came to our assistance when it became necessary to make repairs to the flint walls and door of St Margaret's and we thank them for a grant of £1,205.

The St Margaret's School House Trust: During 2023, the Trust supported the establishment of 'Godly Play' in the school (£420). It also paid for a Notice Board outside the school gate, which advertises activity within the Beacon Parish and which might be of interest to children at the school and their parents (£1,040). In addition, Bibles were purchased and presented to those pupils leaving school for secondary education (£266). Leavers were also given a small booklet helping them adapt to secondary school – 'It's Your Move' (£68). A simpler book of Bible stories was presented to those children entering Reception class at the school (£204). There was also a donation of £100 made to support one child who wished to attend May Camp in 2024.

Fundraising income from events such as those described above continued to make a valuable contribution to our resources, though income remained broadly flat at £4,690. The most material contribution came from a successful street party in Church Lane to mark the coronation of King Charles III. Events such as these represent an important additional source of income and the PCC and volunteers continue to work on new ideas.

Investment income: as anticipated last year, income declined as investments were sold to cover deficits and the expenditure on Streat Church. However, despite the sale of these investments, favourable market performance ensured the market value of our investments increased from £411,642 to £434,246. This was a welcome turn-around from 2022, when we suffered a reduction of c. £86,000, due to having to sell investments to fund activities. Such volatility reinforces the need for the Parish to develop reliable sources of annuity income and reduce its dependence on investments to cover operational expenses.

B. Expenditure

- i. **Total resources expended** were £200,819, a significant reduction from the 2022 level of £244,902, which saw material outlays on building improvements at Streat and St Margaret's Churches. The major project at Streat Church completed at the end of 2023 but further expenditure is expected in 2024 to deal with final building costs and professional fees. Further detail on expenditure follows.
- ii. The largest item continues to be the **Parish Share to the Diocese**, representing almost 50% of overall expenditure (excluding major works and repairs). It increased by 2.4% to £78,795 this year. This Parish Share covers the housing, stipend and pension costs of the clergy, plus a sum for diocesan central costs, clergy training and a contribution to national church funds. Some 60% of the Parish Share goes on our clergy stipend, pension and housing costs, 20% on parish support services (safeguarding, youth, finance etc.), 16% on training new clergy and curates and 4% on the central church and poorer dioceses. The cost of insuring our churches is now borne directly by the Parish. The Parish fully met the costs allocated to it by the Deanery in 2023. After a period of a continuous rise in the Parish Share, due to inflation as well as the need for increasing contributions to fund clergy pensions, strenuous control efforts on the part of the Diocese and Deanery and all other parishes paying their full share allowed the Parish Share to be held to a below-inflation increase. Whilst this Parish has historically paid its Parish Share in full, the continuation of annual deficits has brought this expenditure item into sharp focus (see Section 8 below)
- iii. **Church buildings:** The most material project in 2023, accounting for the bulk of Major Works and Repairs expenditure of £33,412, was the work on Streat Church, where a new toilet and servery have been installed. This has proved a challenging project, dogged by weather and other problems but we are pleased to report that it was completed at the end of 2023. The project has been funded by the Streat Barn Mission Fund: this was established with the proceeds of the sale of Streat Barn and is part of PCC general funds.

The Emmanuel Centre (EC): The EC is used for a number of Parish and community events and we aim to balance the costs of running the centre with income derived from renting the space out to third parties, such as a local ballet school. The deficit of income against expenditure was only £411 in 2023. Income and costs are shared with The Point Church in Burgess Hill, though this arrangement will come to an end on 31st March 2024, as they will move into permanent accommodation at St Andrew's Church, Burgess Hill. The Trustees of The Point have, however, offered to honour the User Agreement that they have with the Beacon Parish until 2027.

- iv. **Churchyards.** The total cost of churchyard maintenance was £6,560, which in 2023 has been in respect of routine mowing. This is a significant reduction from 2022, as a result of changed contractual arrangements. Voluntary working parties supported maintenance throughout the year in all churchyards. St Margaret's churchyard upkeep was supported by a grant of £4,000 from the Turner-Dumbrell Foundation and, as indicated above, we benefit from grants of £350 from the Parish Councils of Westmeston and Streat for this purpose.

- v. **Donations** collected in church amounted to £1,103, compared to £2,659 last year and were passed to two charities (the Royal British Legion (£353) and the Turkey and Syria Earthquake Appeal (£750), the latter collected at the ‘Souper Saturday’ event).

8. Financial Situation, Outlook and Future Plans

The Parish posted another material operating deficit in 2023, although there was some comfort to be derived from a reduction in the deficit compared to last year. The headline deficit reduced from £80,379 in 2022 to £58,480 in 2023, due in large part to the tailing-off in expenditure related to our major works at Streat Church. 2022 had also seen a number of required material investments in all of our churches, which were not repeated in 2023. However, some of this benefit was offset by double-digit increases in the costs of running the church office and buildings – like many organisations, the Parish has been affected by inflation in all of its input costs, including staff, materials and service costs. The significant increase in ‘Miscellaneous costs’ in 2023 was due to a sign at St Margaret’s School (£1,040 – funded by a grant for this amount from the School House Trust) and to the acquisition of 4 folding tables (£645).

Income: Our Planned Giving stabilised in 2023 and an increase in Unplanned Giving was offset by reductions in collections at services and lower grant receipts, resulting in an overall 17% reduction in voluntary income. With dividends reducing as a result of a run-down in our investments and a fall-off in income from church activities (including weddings and funerals), overall incoming resources suffered a reduction of some 13%.

Costs: These are dominated by 3 line items, together accounting for over 70% of total resources expended. The most material item, the **Parish Share**, saw only a modest increase; as indicated above, **Major Works and Purchases** reduced as the Streat works drew to a close; and, whilst our **Youth Worker (YW)** costs rose, this was only to be expected in the inflationary environment we saw in 2023. It should be noted that 50% of the YW costs are borne by our neighbouring Parish of Clayton with Keymer and their contribution appears under ‘Sundry Income’ (note 2e). This cost-sharing agreement will come to an end on 31st March 2024, after which our YW will be employed on a new contract with the Beacon Parish for 4 months, while we identify other sources of potential funding. All of the above cost items have been under close scrutiny by the PCC and are discussed further under ‘Outlook’ below.

Net Assets: The overall net assets of the PCC decreased by £11,392, from £481,593 to £470,561. Recovery in market conditions caused a positive revaluation of investments but this was offset by disposals to fund deficits and by a reduction in working capital. Whilst welcome, the recovery in market conditions cannot be relied on in every year and the aim remains to return to a position where the Parish operates in day-to-day surplus, using its investments to fund only major works and purchases.

Investment Funds. The Parish has Restricted and Endowment Funds combined of £338,936, up by £35,701 from £303,235, as income received and positive market revaluations exceeded transfers out to pay for various works. The balance of all Restricted Funds is reserved for the use for which the original endowments or donations were given. Such funds are listed on page 18, note 11 to the Financial Statements.

The largest parts of these Funds relate to Streat Church and St Martin’s Westmeston and the dividend income can be used to fund major works. The Friends of St Margaret’s fund holds significant reserves committed to the fabric of St Margaret’s. We are thus fortunate that the current underlying situation in relation to the preservation and maintenance of our three ancient and historic buildings remains reasonably sound.

Unrestricted and Designated Funds now stand at £131,625, a reduction of £46,733. Expenditure on Streat Church and the funding of operating deficits continued to run down these funds, thus reducing future income generation. The cushion used to fund our ongoing underlying deficits therefore continues to deplete.

Outlook: Whilst the Parish has been able to reduce the operating loss this year, the financial position remains unsustainable, as investments are being run down to meet ongoing costs. With this in mind, the PCC has made the following decisions, which will impact on the 2024 financial performance:

- **Parish Share:** we have made the difficult decision to reduce our payment to the Diocese by c £30,000 p.a. This action has not been undertaken lightly, as we are very conscious that the Diocese faces financial challenges of its own. However, we very much hope that this will be a temporary action, to give us time to develop other sources of sustainable income (see below).
- **Youth Worker:** Clayton with Keymer Parish has taken the decision to discontinue its funding of its costs and our YW is, at the time of writing, on a part-time short term fixed contract which expires in August 2024. We are searching for other sources of funding to maintain the status quo, as our YW is a key part of the Ministry and will help ensure the long-term sustainability of the Parish by encouraging young people to follow the Gospel.
- **Major Works & Purchases:** we do not anticipate any expenditure of the scale of Streat Church for the foreseeable future. However, as discussed in last year's report and above, the sagging floor in St Martin's Church will be addressed in 2024, incurring expenditure, which will be covered by utilising dedicated endowment funds. Expenditure on St Margaret's should be manageable.
- **Fundraising campaign:** recognising the need to put the Parish on a more sustainable footing and to restore our ability to pay the full Parish Share in the future, the PCC has made a decision to reach out to the wider community in the Parish for financial support. An appeal will therefore be launched after Easter 2024. There is of course no guarantee as to the success of any such initiative and the gap to be filled remains sizeable; however, previous appeals have proven effective and we remain hopeful.

9. **Risk:** The PCC has a Health and Safety policy covering inter alia risk assessments and there are also Safeguarding Policies (see 11 below). Risk assessments are carried out for events and activities. The possibility of major repairs is covered by a variety of dedicated funds (see 8 above). The major risk is therefore the continued shortfall of income versus rising ongoing costs resulting in declining reserves. Immediate effects are covered by our Reserves Policy (see 10 below), but a planned fundraising campaign in 2024 is intended to address this, at least in part.

Every 5 years, church buildings must be inspected by a suitably experienced and qualified professional (the 'Quinquennial Inspection (QI)'). The Beacon Parish is due to undergo a QI in 2024. This presents a risk that potentially unknown defects will be identified that require rectification; clearly the cost of any such remediation cannot be known at this stage.

10. Policies

- a. **PCC Reserves policy** is to maintain a readily accessible cash balance of unrestricted funds (excluding property) equal to at least approximately two months' worth of average expenditure as a contingency against unforeseen situations. The closing balance this year achieved this.
- b. **PCC investment policy:** To invest funds in either a CBF Church of England Investment Fund or the CBF Church of England Deposit Fund. PCC current and deposit accounts are held with HSBC.

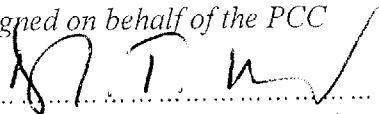
11. Safeguarding Report

Our Policy is reviewed annually before the APCM and appears on the Beacon Parish website (www.beaconparish.co.uk) and the notice boards in our churches and in the Emmanuel Centre. As members of the PCC, we are committed to the safeguarding, care and nurture of all our congregation and members and recognise that safeguarding is everyone's responsibility.

As a Parish, we follow the Church of England's safeguarding policies and practice guideline documents which have also been adopted by the Diocese of Chichester. The link to these documents and other useful safeguarding websites appears on the Parish Safeguarding tab on our website. We also seek advice as needed from the Diocese Safeguarding Team at Church House, Hove.

Tessa Houghton, Churchwarden in the Parish, is Acting Safeguarding Officer. We continue to ask others to take on this role but have been unsuccessful in appointing a new Safeguarding Officer. Risk Assessments are checked annually. Any Risk Assessments for individual events held in the Parish are up to date. All members of the Parish who help are checked through the Disclosure and Barring Service (DBS) and the majority of these are at an enhanced level. We note that these need to be updated every 3 years. We also check that all members who require safeguarding training are up to date.

Signed on behalf of the PCC



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The Revd David Wallis (Chairman)

Date 10 / 04 / 24

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023

	NOTES	2023 Unrestricted Funds	2023 Restricted Funds	2023 Endowment Funds	2023 Totals	2022 Totals Restated
		£	£	£	£	£
INCOMING RESOURCES						
Voluntary income	2a	87,251	5,905		93,156	111,205
Activities for generating funds	2b	4,690			4,690	4,862
Income from investments	2c	5,320	7,622		12,942	15,381
Church activities	2d	15,337			15,337	18,536
Other incoming resources	2e	16,214			16,214	14,539
Total incoming resources		128,812	13,527	0	142,339	164,523
RESOURCES EXPENDED						
Raising funds	3a	1,356			1,356	1,215
Church activities	3b	199,463			199,463	243,687
Total resources expended		200,819	0	0	200,819	244,902
NET INCOMING/ (OUTGOING) RESOURCES BEFORE TRANSFERS		(72,007)	13,527	0	(58,480)	(80,379)
GROSS TRANSFERS BETWEEN FUNDS	5	8,682	(8,682)		0	0
NET INCOMING/ (OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS/(LOSSES)		(63,325)	4,845	0	(58,480)	(80,379)
Gains/(losses) on revaluation of fixed assets	7	16,592	14,871	15,985	47,448	(86,404)
Gains/(losses) on disposal of fixed assets		0	0	0	0	0
NET MOVEMENT IN FUNDS		(46,733)	19,716	15,985	(11,032)	(166,783)
Fund balances brought forward at 1 January 2023		178,358	175,655	127,580	481,593	648,376
Fund balances carried forward at 31 December 2023		131,625	195,371	143,565	470,561	481,593

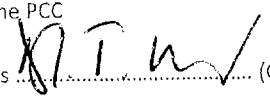
The notes on pages 12 to 20 form an integral part of these financial statements

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

BALANCE SHEET AT 31 DECEMBER 2023

	NOTES	2023	2022
FIXED ASSETS		£	£
Tangible fixed assets	7	5,024	
Investments	7b	434,246	411,642
Total fixed assets		<u>439,270</u>	<u>411,642</u>
CURRENT ASSETS			
Debtors	9	14,402	26,656
Short term deposits		17,119	40,573
Cash		<u>10,004</u>	<u>27,226</u>
		41,525	94,455
CURRENT LIABILITIES			
Creditors falling due in <1 year	10	(10,234)	(24,504)
NET CURRENT ASSETS		<u>31,291</u>	<u>69,951</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>470,561</u>	<u>481,593</u>
NET ASSETS		<u>470,561</u>	<u>481,593</u>
FUNDS			
Unrestricted funds	11	131,625	178,358
Restricted funds	11	195,371	175,655
Endowment funds	11	143,565	127,580
		<u>470,561</u>	<u>481,593</u>

Signed on behalf of the PCC

The Revd David Wallis  (Chairman)

Date 10 / 04 / 24

The notes on pages 12 to 20 form an integral part of these financial statements

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting Policies

Charity information

Parochial Church Council of Ditchling, Streat and Westmeston is an unincorporated charity registered with the Charity Commission under the reference 1132488.

(a) Accounting convention

These financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from January 2015. The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the Charity and rounded to the nearest £.

(b) Funds accounting

Funds held by the PCC are:

Unrestricted funds - these represent the remaining income funds that are available for spending on general purposes of the PCC, including amounts designated for spending on a future project and which are therefore not disclosed in its 'free reserves' as disclosed in the trustees report.

Restricted funds - these are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment funds - these are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 December 2023

1 Accounting Policies (Continued)

(c) Income resources

All income resources are accounted for gross.

Voluntary income

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received.

Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonable certain and the amounts due are readily quantifiable.

Income from investments

This is included in the accounts when receivable.

Gains and losses on investments

This includes any gain or loss on sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

All other income

All other income is recognised when it is receivable.

(d) Resources used

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. All expenditure including support costs and governance cost are allocated or apportioned to applicable expenditure headings, as noted below.

Support costs are those that assist the work of the PCC but do not directly represent charitable activities and include office and governance costs. They are incurred directly in support of expenditure on the objects of the Charity. Where support costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of the resources.

Governance costs comprise all costs involving the public accountability of the PCC and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees. Where they cannot be directly attributable to particular headings they have been allocated on a basis consistent with the use of the resources.

(e) Church activities

The diocesan parish contribution is accounted for when paid. All was paid before the end of the year.

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 December 2023

1 Accounting Policies (Continued)

(f) Fixed assets

Tangible fixed assets

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Movable church furnishings 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 accounts. For inalienable property acquired prior to 1 October 2007 there is insufficient cost information available and therefore such assets are not valued in the accounts. No individual items have been acquired since 1 October 2007.

All expenditure on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities (SOFA).

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives.

Equipment used within the church premises is depreciated on a straight line basis over 5 years.

(g) Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on the revaluations and disposals throughout the year.

(h) Short term deposits

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

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2023

2 Income resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2023 £	TOTAL FUNDS 2022 £
a <i>Voluntary income</i>					
Planned giving	49,804			49,804	49,707
Unplanned giving	19,230			19,230	12,395
Collections at all other services	1,368			1,368	7,497
Special appeals income	1,467			1,467	1,119
Income tax recoverable	15,382			15,382	14,810
Grants		5,905		5,905	13,677
Legacies				-	12,000
	<u>87,251</u>	<u>5,905</u>		<u>93,156</u>	<u>111,205</u>
b <i>Activities for generating funds</i>					
Fetes, bazaars and other fund-raising events	4,690			4,690	4,862
	<u>4,690</u>			<u>4,690</u>	<u>4,862</u>
c <i>Investment income</i>					
Dividends and interest	5,320	7,622		12,942	15,381
	<u>5,320</u>	<u>7,622</u>		<u>12,942</u>	<u>15,381</u>
d <i>Income from Church Activities</i>					
Hire of Emmanuel Centre	2,701			2,701	2,861
Hire of church land/buildings	70			70	2,010
Fees from Weddings & Funerals	12,566			12,566	13,665
	<u>15,337</u>			<u>15,337</u>	<u>18,536</u>
e <i>Other incoming resources</i>					
Sundry income	16,214			16,214	14,539
	<u>16,214</u>	<u>0</u>		<u>16,214</u>	<u>14,539</u>
Total incoming resources	<u>128,812</u>	<u>13,527</u>	<u>-</u>	<u>142,339</u>	<u>164,523</u>

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2023

3 Resources expended

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2023 £	TOTAL FUNDS 2022 £
a					
<i>Raising Funds</i>					
Fund Raising Events costs	1,356			1,356	1,215
	<u>1,356</u>			<u>1,356</u>	<u>1,215</u>
b					
<i>Church Activities</i>					
Missionary and charitable giving:					
Secular Charities	1,103			1,103	2,659
Home:					
Home Mission				-	
	<u>1,103</u>	<u>0</u>		<u>1,103</u>	<u>2,659</u>
Ministry costs:					
Diocesan parish contribution	78,795			78,795	76,967
Other clergy costs	6,340			6,340	6,936
Church running expenses	14,443			14,443	11,386
Church maintenance	6,260			6,260	4,830
Upkeep of services	11,275			11,275	9,707
Upkeep of churchyard	6,560			6,560	10,938
Emmanuel Centre running costs	3,112			3,112	3,138
Youth Work	30,068			30,068	26,357
Toddler Group	5			5	-
Major works and repairs	33,412			33,412	86,263
Administration, stationery etc.	3,344			3,344	2,993
Independent examination fee	1,134			1,134	1,134
Miscellaneous costs	2,356			2,356	379
Depreciation	1,256			1,256	-
	<u>199,463</u>	<u>0</u>		<u>199,463</u>	<u>243,687</u>
Total resources expended	<u>200,819</u>	<u>0</u>		<u>200,819</u>	<u>244,902</u>

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2023

4 Staff costs

	2023	2022
	£	£
Wages and salaries	25,950	25,631
Pension costs	1,548	1,480
	<u>27,498</u>	<u>27,111</u>
Average employee numbers	3	3

4(a) Payments to PCC members

During the year the trustee, Paul Charman, was paid £6,000 for churchyard maintenance services and the trustee, Virginia de LaPole, was paid £1,188 for cleaning services and verges fees.

5 Analysis of transfers between funds

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2023
	£	£	£	£
Restricted income towards Westmeston	2,442	(2,442)		
Restricted income towards clock	805	(805)		
Grant towards St Margaret's door repair	1,190	(1,190)		
Grant towards St Margaret's electrical works	350	(350)		
Grant towards Westmeston grass cutting	350	(350)		
Grant towards war graves	15	(15)		-
Grants towards churchyard upkeep	3,530	(3,530)		
Total	<u>8,682</u>	<u>(8,682)</u>	-	-

6 Support costs

	Support costs	Governance costs	2023	2022
	£	£	£	£
Independent examination fees		1,134	1,134	1,134
		<u>1,134</u>	<u>1,134</u>	<u>1,134</u>
Analysed between:				
Charitable activities		1,134	1,134	1,134

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2023

7 Tangible fixed assets

	Equipment £	Total £
Cost		
Addition	6,280	6,280
At 31 December 2023	<u>6,280</u>	<u>6,280</u>
Depreciation		
Charge in year	1,256	1,256
At 31 December 2023	<u>1,256</u>	<u>1,256</u>
Net book value		
At 31 December 2023	<u>5024</u>	<u>5024</u>

7b Investments

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Market value 1 January 2023	127,365	156,697	127,580	411,642
Purchases at cost				-
Disposal proceeds	(24,844)			(24,844)
Revaluation of investments	16,592	14,871	15,985	47,448
Market value 31 December 2023	<u>119,113</u>	<u>171,568</u>	<u>143,565</u>	<u>434,246</u>

8 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £
Fixed assets	5,024			5,024
Investments	119,113	171,568	143,565	434,246
Cash and deposits	3,320	23,803		27,123
Debtors	14,402			14,402
Current liabilities	(10,234)			(10,234)
	<u>131,625</u>	<u>195,371</u>	<u>143,565</u>	<u>470,561</u>

9 Debtors

	2023 £	2022 £
Gift aid recoverable	8,390	7,421
Other debtors	6,012	19,235
	<u>14,402</u>	<u>26,656</u>

10 Creditors: amounts falling due within one year

	2023 £	2022 £
Other creditors and accruals	10,234	24,504
	<u>10,234</u>	<u>24,504</u>

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2023

11 Statements of funds

	Bal b/fwd 01-Jan-23	Income	Expenditure	Transfers	Gains / (losses)	Bal c/fwd 31-Dec-23
	£	£	£	£	£	£
Unrestricted Fund						
General Fund	35,043	128,655	(170,483)	13,803	16,592	23,610
Designated						
Audrey Day	43,346					43,346
Streat Barn Mission Fund	95,005		(30,336)			64,669
Works	4,964	157		(5,121)		0
Total Unrestricted	178,358	128,812	(200,819)	8,682	16,592	131,625
Restricted Fund						
Ab'gavenny Proj Invst	36,923				3,504	40,427
Chancel Trust Deposit	7,315	234				7,549
Choir stalls	500					500
Turner Dumbrell	113	4,000		(3,530)		583
Friends of St Margaret's	0					0
Other restricted income	0	1,905		(1,905)		0
Swan Perkins Trust Investment	119,774				11,367	131,141
Swan Perkins Trust Deposit	6,068	3673		(2,442)		7,299
Mabel Baines Deposit	1133	786				1,919
Lambert 1 & 2 Trust Deposit	2,717	2,929				5,646
Clock Fund	805			(805)		0
Memorial Book	307					307
	175,655	13,527	0	(8,682)	14,871	195,371
Endowment Fund						
M Baines Trust	24,773				2,331	27,104
Lambert 1 Trust	12,810				1,205	14,015
Lambert 2 Trust	89,302				12,394	101,696
W H Fitzhugh Trust	424				39	463
Scarfe Trust	271				16	287
	127,580				15,985	143,565

Refer to page 20 for notes on funds

PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2023

Note 11 continued

Funds

Designated – The Works Fund (deposit) is reserved for work associated with the property of St Margaret's Church. It has its origins in the former Vicar and Churchwardens' Fund, which the Vicar and Churchwardens of St Margaret's assigned to the PCC of St Margaret's to manage.

The parish was left a legacy of £43,346 by Audrey Day. This amount has been designated to fund future projects in St Margaret's for the benefit of the parish.

The PCC received proceeds of £154,414 from the sale of Streat Barn. This amount has been designated to the "Streat Barn Mission Fund."

Restricted – The following are restricted to the purposes for which the funds have been given:

The Abergavenny Projects Fund was opened with the proceeds from the winding up of a small trust, The Abergavenny Chapel Maintenance Fund, held by the Diocese and released by the Charity Commissioners in 2004. The PCC re-titled it and restricted its use to the maintenance and restoration of St Margaret's church. Any donations received specifically for the same purpose are to be invested in this fund. This Fund is held as an investment.

St Margaret's Chancel Deposit is the fund supported by St Margaret's Chancel Trust and is held by the Diocese. It is restricted to the maintenance of the Chancel.

The Organ Fund is for donations given for the maintenance/replacement of St Margaret's organ.

Clock Fund – for money given for the maintenance of St Margaret's clock.

Hymn Books and Memorial Book – for donations to purchase hymn books and to inscribe the memorial book. Both funds apply to St Margaret's Church.

Swan Perkins Trust – furthering the religious and charitable work of the Church of England in the parishes of Streat and Westmeston including the repair and maintenance and upkeep of the fabric of the churches in the said parishes. The PCC holds an investment account and a deposit account for this Trust.

Mabel Baines – a Restricted deposit fund is held by the PCC for income from the Mabel Baines Endowment.

Endowment – The following funds are held by the Diocese on behalf of the PCC.

St Margaret's Chancel Trust – income from the capital invested is paid into the deposit account.

Mabel Baines – the income from this investment is for repairs to the fabric and furnishings of Westmeston Church and the upkeep of its churchyard.

Lambert 1 – the income from this fund is for the upkeep of a grave and the graveyard at Westmeston Church and also for the fabric of the church.

Lambert 2 – the income from this fund is for use on the fabric of Westmeston Church, unless the R M Lambert and H C Lane memorials are not kept in good shape, in which case it is for the upkeep of St Margaret's Church in memory of A.P. Lambert's wife.

Scarfe – income from the capital is to be used for the upkeep of certain graves in Streat churchyard. Any surplus is to be used for distribution to the poor of the parish each Christmas.

Fitzhugh – the income from this fund is to be used for the upkeep of the grave in Streat churchyard. The PCC holds this investment.

**PAROCHIAL CHURCH COUNCIL OF DITCHLING, STREAT AND WESTMESTON
INDEPENDENT EXAMINERS' REPORT TO THE PAROCHIAL CHURCH COUNCIL OF
DITCHLING, STREAT AND WESTMESTON**

We report on the accounts of the charity for the year ended 31 December 2023 which are set out on pages 1 to 20

Respective responsibilities of trustees and examiners

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to our attention.

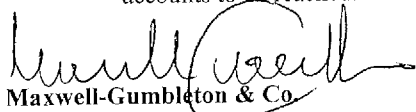
Basis of independent examiners' statement

Our examination was carried out in accordance with 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 examiners' statement

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

- 1 which gives us reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**Maxwell-Gumbleton & Co.
Chartered Accountant**

**1 West Street
Lewes
East Sussex
BN7 2NZ**

Date 12 April 2024