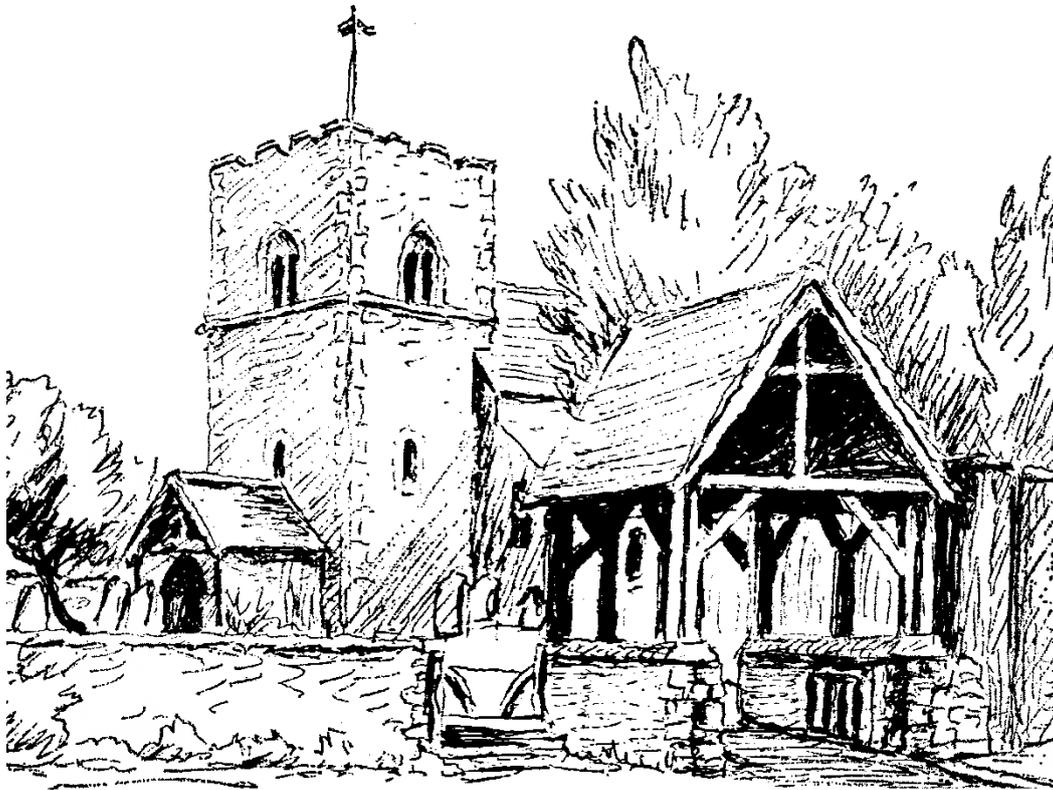


# **THE PARISH CHURCH OF ST PETER & ST PAUL RUSTINGTON**



**ANNUAL MEETING**  
TUESDAY 24th May 2022

Registered Charity No 1133812

## **Sing of the Lord's goodness**

Sing of the Lord's goodness  
Father of all wisdom  
Come to Him and bless His name  
Mercy He has shown us  
His love is forever  
Faithful to the end of days

*Come then, all you nations  
Sing of the Lord's goodness  
Melodies of praise and thanks to God  
Ring out the Lord's glory  
Praise him with your music  
Worship Him and bless His name*

Power He has wielded  
Honour is His garment  
Risen from the snares of death  
His word He has spoken  
One bread He has broken  
New life He now gives to all

Courage in our darkness  
Comfort in our sorrow  
Spirit of our God most high  
Solace for the weary  
Pardon for the sinner  
Splendour of the living God

Praise him with your singing  
Praise him with the trumpet  
Praise God with the lute and harp  
Praise him with the cymbals  
Praise him with your dancing  
Praise God till the end of days

Ernest Sands CCLI No. 238149

### **Isaiah 43:19**

I am about to do a new thing;  
now it springs forth, do you not perceive it?  
I will make a way in the wilderness  
and rivers in the desert.

### **Prayer:**

Heavenly Father, we humbly ask that you would bless us and keep us. Make your face to shine upon us, and be gracious, O Lord, to each and every life here today and in our church and all who we meet. Give us strength to know that you walk beside us and that we can do all things through Christ who is our keeper. We ask you, Lord God, that our household of faith will experience such a divine explosion of God's goodness that we will know you more clearly, love you more dearly, and follow you more nearly, so that we will make a difference. By your Spirit will you set captives free, lift burdens, destroy yokes, and crown us with loving kindness. And may our blessings bless the people of Rustington and our prayers transform our world in the power of your name, Jesus. Amen.

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Closing Devotions

## Foreword: The Reverend Natalie Loveless

In last year's report I spoke about the loss of congregational singing being one of the hardest things due to the Coronavirus pandemic. I hoped that we would soon be singing a 'new song.' This has certainly been the case in 2021. Although the restrictions placed on us continued and getting back to any sort of normality has been limited, we did return to singing together and many a new thing has grown.

Worship has continued to be livestreamed, thanks to the skills of our AV team, and we had to be quite creative in how we put services together. Sometimes worshipping outside in order to lower risk and/or meet within government restrictions. We welcomed Bishop Ruth both to online Messy Church and in person, we had a church online pancake party and quiz and a lent course. Chatterbooks+ (now named Bolders) transferred from meeting online to in person and has grown in spirituality. Nurturing children is a priority in our church, and we look forward to introducing First Communion. In terms of teaching adults, the Differences course has had a big impact on those of us who took part.

Life events services have continued, but it has been a complicated time, and baptisms and weddings have often been scheduled and rescheduled. Funerals have been very hard with continued restricted numbers and many clergy are coming to the end of the year finding that they are extremely tired from the constant changes and walking alongside those who grief is complicated by the circumstances. Frustrations in reaching those in Nursing Homes and Hospital continue, but we have worked very closely with the hospital chaplains and are grateful for that relationship. Thanks also to our pastoral visitors and all those who keep in touch with our church family who are housebound or in need of support.

Fundraising events have been a challenge, but giving to the church has increased due, in part, to our 'Generous July' activities. Our relationship with Kev and Jen in Israel is developing and we continue to work closely with Becca at FSW and our links with Churches Together are a huge blessing. Thank you to everyone who contributes financially and through acts of service to build the kingdom here in Rustington. We are incredibly blessed with so many people giving of their time and talents – sometimes in hidden ways that only God sees. If that's you. Thank you so much.

The reports from the groups speak for themselves- huge thanks goes to all who run them and have worked out how to start activities up again. Particular highlights have been the start up of The Pantry – a service of love which developed from lockdown food deliveries and has spoken prophetically into the current needs of our society. The continued development of multi-agency working and bring the gospel into new places is incredibly exciting. Coffee break and periodic lunches continue to provide opportunities for care and outreach. We have explored the possibility of a community hub with PCC members visiting other examples throughout Sussex and beyond.

This year has seen a big shift in personnel. Bob Bulley has retired from the Office after many dedicated years of service and Tony Munday has joined the team. The transfer over was almost seamless and Bob continues to provide support. I could not be more grateful for their help and support. We are slowly moving away from paper with online databases and calendars, but definitely not losing the personal touch as the office continues to be a place of welcome for those new to the church and those who carry our weekly responsibilities. Henry Bott has joined Carrie McLeod as Churchwarden and I am so grateful for their wise counsel and continued availability to do whatever is asked of them and to seek the Lord's leading. In June Laura Darrall joined us to be Assistant Curate and has settled in extremely quickly. I am hugely grateful for her ministry, and I think I speak for everyone when I say that she is a joy to have around. We look forward to her priesting next year and the continued growth and flourishing of her ministry. Claire Birkhead continued her vocational studies to be an Authorised Lay Minister and our Retired Clergy have provided invaluable support. We could not do without them! In October Dominik Chmielewski was also licensed to the Parish as Assistant Curate, but his ministry is largely on secondment to St. Nicholas, Middleton.

We have welcomed many newcomers to the church in 2021. If that's you, thank you for coming to join us, we pray that in the coming year we will all grow in faith and love. That we will continue to sing and new song.

The church's mission happens every day inside and outside of the building. The Quinquennial Inspection largely recognised how beautifully kept our church is with only fairly minor works required. We continue to be blessed by such a beautiful flexible building and look forward to completely the chancel reordering this coming year. We will also be looking at our branding and taking part in the pilot of Diocesan church growth initiative 'Great is thy faithfulness.' I wonder if there were a thorough inspection of the Spiritual life of our church and the sharing of the gospel in our daily lives how we would fare? We continue to press on towards the prize!

***Natalie Loveless***



**THE PARISH CHURCH OF ST PETER & ST PAUL  
RUSTINGTON**

**Registered Charity No. 1133812**

**ANNUAL REPORT  
and  
FINANCIAL STATEMENTS  
of the  
PAROCHIAL CHURCH COUNCIL**

For the year ended 31 December 2021

**CONTENTS**

PCC (Trustees) Annual Report  
Treasurer's Report  
Report of the Independent Examiner  
Statement of Financial Activities (SOFA)  
Balance Sheet  
Cashflow Statement  
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## Structure, Governance and Management

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:

<b>Incumbent:</b>	The Revd Natalie Loveless	Ex-officio ( <i>Chair</i> )
<b>Wardens:</b>	Carrie McLeod Jackie Gordon Henry Bott	<i>vice Chair</i> Until APCM 2021 From APCM 2021
<b>Representative of the Diocesan Synod:</b>	Liz Henderson	Ex-officio
<b>Representatives of The Deanery Synod:</b>	Carrie McLeod Dot Mitcham	From APCM 2021
<b>Elected Members:</b>	Pam Brooks Lesley Payne Dot Mitcham Pamela Jones Steve Newman Jan Peacock Christopher Simmance Glyn Mathias Sarah Collins Gill Renny Di Kearsy Clare Birkhead Charlie Sims Jenny Everett	Until APCM 2021 Re-elected APCM 2021 Until APCM 2021  Re-elected APCM 2021  From APCM 2021 From APCM 2021 From APCM 2021 From APCM 2021 From APCM 2021 From APCM 2021
<b>Treasurer:</b>	Glyn Mathias	
<b>Appointed Officer Hon Secretary to PCC:</b>	Jean Bulley	

## **Aims and Purposes**

The primary objective of St Peter and St Paul's PCC 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 Natalie Loveless, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

## **Objectives and Activities**

Our Vision/Mission statement: Working together in God's Love for his Kingdom.

Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the 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'. We hope to enable local people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge of, and trust in, Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of St Peter and St Paul, Rustington.

## **Achievements and Performance**

Attendances remained down due to the pandemic. However, in October 2021 (when the average yearly attendance is calculated) the average weekly attendance was 153 which includes children and those online. The total last year averaged out to 144.

There are 191 parishioners on the Church Electoral roll following a revision in 2020, this is up one from 190 the previous year.

There was 1 wedding and 13 funerals. Baptisms were up from 3 in 2020 to 9 in 2021.

## **Review of the year**

The full PCC met 8 times during the year. 4 of these were via zoom due to the pandemic, the average attendance at meetings was 14.

The Standing Committee met 7 times.

The PCC undertook the second and third sessions of PCC tonight – Why does the PCC exist? and What is the best way to conduct meetings? Sessions 4 – 6 were due to be undertaken at the planned Vision Awayday in September which, unfortunately, had to be cancelled.

Due to Covid 19 Committees and Groups only began meeting from September but reports were received by the full PCC and discussed where necessary. More detailed reports can be found under the reports section.

Our Safeguarding Officer undertook the annual review and update of our Safeguarding of Children and Vulnerable Adults Policies which were accepted by the PCC in November. The PCC also reviewed our Anti bullying, Whistleblowing, E Safety and Responding to Safeguarding Allegation Policies. Any changes to Diocesan requirements are passed onto the PCC.

Health & Safety matters are reported by the appointed members of the congregation to the Churchwardens and PCC as necessary.

A GDPR (General Data Protection Regulation) representative ensures we are compliant with any new legislations. The policy is due to be reviewed and updated in 2022.

The PCC reviewed and updated our Conflict of Interest and Investment Policies.

A review of the Ministry groups to allocate members to the six main areas (Buildings and Grounds, Admin and Finance, Mission, Social and Outreach, Families, Pastoral Worship and Discipleship) was undertaken. They would be the link support and report back to the PCC as necessary.

Generosity weeks were planned and held during July and August which resulted in a slight increase in the planned giving.

We received a grant of £750, from the Parish Council, towards the upkeep of the churchyard. A proposal to close the Churchyard to burials was discussed and an application sent to the Ministry of Justice.

Our Quinquennial inspection took place in September and the works required will be carried out in 2022.

PCC members visited Community Hubs that are up and running to see if it is something we can provide in the future.

Rev Laura Darrell led The Difference Course, which was well attended.

In November a resolution was passed by the PCC to commence First Communion in our church.

## **Public Benefit**

The church family welcome visitors from within and outside the church boundary. It is our pleasure to warmly welcome anyone from all walks of life who feel they would like to join in the life of St Peter and St Paul Rustington.

During lockdown, in the first part of the year, services were live streamed offering people in the community, along with regular church family, the opportunity to be a part of the service.

Rebecca of Family Support Work (FSW) is active with a group of volunteers in the village providing support to many in our parish.

In October the St Peter and St Paul Pantry opened its doors to “shares God’s abundant love and generosity with our community”. See full report for more details.

J Squad (renamed 'Rocks') began again in September meeting 3 Sundays a month with an All-Age Service on the other Sunday.

Family Afternoons were held either in church or the hall car park earlier in the year and from September they will be held on certain Sundays during the year.

A trail around the churchyard was set up for families at Easter telling the Easter story ending in a visit into the church for children to receive an egg and goodies.  
At Harvest time our flower arranging team decorated the church with flowers and produce donated by the church family.

We were able to host the Remembrance Sunday Service in our Church for the Community. Natalie led the service at the War Memorial at 11am.

This year all the Christmas services went ahead as before lockdown.

The yearly Christingle Service went ahead welcoming families into the church.

A faithful team of people 'church sit' to enable the church to be opened to passing visitors or anyone in the local community wanting a quiet space.

Noah's Ark, an adult and toddler group, is a long-established form of outreach. It offered a weekly story time via Facebook, during lockdown, and returned in September to Tuesday afternoons offering friendship and support for families and carers.

Messy Church remained online during the lockdown and returned to once a month from September. The PCC continues to support Messy Church, which meets in the church and provides an opportunity for families to meet together for craft activities and worship.

Chatterbooks+ (now named Bolders) met online until September when they resumed meeting once a week on a Tuesday evening. A very varied programme was set up – see report for more details.

'WAFFLE' - Women About Fellowship, Fun, Laughter and Entertainment is a group that aims to demonstrate the love of God to women in Rustington and surrounding areas in a fun, inclusive and life-enhancing way.

Men's Fellowship group; although this is a Christian Society the emphasis is on social discussion and friendship. All faiths, concerns, cares or humanity are very welcomed.

Our clergy officiated at funerals here in church and also at Worthing Crematorium providing support to the wider community in bereavement.

Home Communion was able to be offered again once restrictions were eased.

A decision was made to change our Charitable giving from a four-way split to three. Our two main chosen missions – Jaffa CMS (Kevin and Jen Cable) and Family Support Work have been supported during the year. The third split is a flexible pot – which can be used to give money to appeals/emergencies throughout the year.

## Financial Review

Financial Review The Statement of Financial Activities (SOFA) shows that the Total Income from Unrestricted Funds was £101,477 and the Expenditure of Unrestricted Funds was £113,053 giving a deficit of £11,576. This equates to £965 per month. The Unrestricted Funds also include income from investments amounting to £15,624 and without this income our deficit would have been £27,200 (a shortfall of £2,266 each month). The deficit between our income and expenditure continues to be a major cause of concern as we have a high dependence on investment income to meet our running costs. The PCC needs to address the issue of increasing our voluntary giving to enable us to meet our day-to-day expenses from voluntary giving and fees. The largest expenditure of the PCC is the sum of £74,300 to the Diocese to cover our Parish Ministry Contribution (PMC). This year, because of our anticipated reduction in income, the PCC decided again to pay only our PMC and not pay an additional amount to assist other parishes to cover their PMC costs. Our total payment was £74,300 an increase of £265. Our voluntary income (see note 2(a) for further details) from envelopes, standing orders, PGS and plate collections together with all recoverable income tax was £69,517 compared with £71,353 in 2020. This is a decrease of approx. £1,836. During the year, our voluntary income (including tax recovered) from envelopes was down £2,500, collections were down £3,400, Standing Orders were down about £1,000 but PGS increased by £3,200. Sundry donations have increased by £4,600 but our new online giving option was only £2125, which is down £1,500 from £3,619 in 2020 (all amounts exclude any tax recovered). £15,000 was transferred from the Reserve investment to the Reserve bank account to enable £18,380 to be withdrawn from Reserves and spent during the year. The accounts are monitored by the Finance Group who report to the PCC.

## Reserves Policy

It is PCC policy to endeavour to maintain a balance in the reserve bank account equal to approximately two months unrestricted expenditure as a contingency against unforeseen situations. However, when written this policy could not have envisaged such situations as the pandemic we have experienced and in these difficult times it makes sense to hold greater reserves. Fortunately, a Reserve investment fund was set up some years ago and this has helped us through these difficult times. The PCC endeavours not to spend the capital, as the investment income replenishes the withdrawals from our Reserves bank account. From time to time the PCC received restricted legacies for expenditure on particular purposes as defined by the donor. We aim to expend such money as soon as possible after receiving the legacy depending on the objectives specified by the donor. Where we have identified that the specific purpose can only be achieved by delaying the expenditure, we invest the legacy temporarily until such time as the need for the expenditure occurs. The PCC has investment funds for the Reserve Account with the CBF Church of England Fund, managed by CCLA Investment Management Limited.

**Approved by the Parochial Church Council on Tuesday 22<sup>nd</sup> March 2022 and signed on its behalf**

*N. Loveless*

.....  
**Rev Natalie Loveless – Chair**

# PAROCHIAL CHURCH COUNCIL OF RUSTINGTON

## Treasurer/Finance Officer's Report for the year ended 31 December 2021

### Introduction

As Treasurer, I have produced our Financial Statements in the format required by the Diocese, complying with the Church Accounting Regulations 2006 and the current 2015 Statement of Recommended Practice, Accounting and reporting by Charities SORP (FRS 102).

The Parochial Church Council (PCC) is a fully registered Charity under Registration Number 1133812. The members of the PCC are the Trustees of the Charity.

The PCC accounts comprise:

- An independent examiner's report – prepared by xxx xxxxx
- The Statement of Financial Activities (SOFA)
- The Balance Sheet
- Notes to the Financial Statements
- Notes (note 2) relating to incoming resources
- Notes (note 3) relating to resources expended
- Notes (notes 4, 5 & 6) relating to staff costs, fixed assets and investments
- Notes (notes 7, 8, 9 & 10) covering an analysis of net assets, debtors, creditors and a statement of funds
- An explanation of the nature and purposes of the PCC's various funds and the bank accounts in which they are held.
- An explanation of the calculation of charitable giving

### Note 2

Compared with 2020 our overall income increased by approx. £3,900 which, considering the continuing impact of the Pandemic, is encouraging. In July we held "Generosity" a series of sermons over 3 Sundays designed to encourage an increase in Giving, particularly using PGS.

Our voluntary income (see note 2(a) for further details) from envelopes, standing orders, PGS and plate collections together with recoverable income tax was £69,517 compared with £71,353 in 2020. This is a decrease of approx. £1,836.

During the year, our voluntary income (including tax recovered) from envelopes was down £2,500, collections were down £2,400, standing orders were down about £1,000 but PGS increased by £3,200

Sundry donations have increased by £4,600 and our new online giving option was only £2,125, which is down £1,500 from £3,619 in 2020 (all amounts exclude any tax recovered).

£15,000 was transferred from the Reserve investment to the Reserve bank account to enable £18,380 to be withdrawn from Reserves and spent during the year.

The PGS remains our preferred method of regular giving, being centrally administered on our behalf and relieving some of the administrative burden of Gift Aid claims.

We were fortunate to receive a restricted grant of £750 from Rustington Parish Council towards the upkeep of the churchyard.

The accounts are monitored by the Finance Team who report to the PCC.

### **Note 3**

Compared with 2020 (see note 3(c) for further details) our overall expenditure decreased by some £28,000.

Changes in our expenditure included not having an Assistant Parish Administrator or paying £29,000 towards refurbishment of the church hall kitchen,

Much of our usual expenditure was reduced for part of the year as many of our usual activities could not take place because the church and the hall were closed.

The main expenditure under church activities was our Diocesan Contribution of £74,300 which was paid in full. This year we only paid the Parish Ministry Contribution (PMC)

### **Summary**

I would like to say a very sincere thank you to all who have given to the church during another difficult year and particularly those who were able to increase their voluntary planned giving.

Our ability to meet our running costs and to fund our many works and outreach to the Parish very much depends on the generosity of you all. Unfortunately, our income from voluntary giving does not match our expenditure. If anyone feels able to increase their giving, however small an amount, it will help in the task.

The outcome of "Generosity" in July was very encouraging, but there is still work that needs to be done to tackle our underlying deficit. We are fortunate in having additional income in the form of legacies (but not this year), investment income and the rent from Henry Avenue. These sources, however, are not assured and cannot be permanently relied upon to help us meet the shortfall. Additionally, since 1984, the cost of all repairs to the church building has been met by the Humphrey Bequest.

Hopefully most of you will know the members of the Finance team, if not it would be nice if you made their acquaintance. I want to give a big thank you to all who have helped me in my role as Treasurer. To Lisa who, as Finance Administrator, still does so much work in keeping the books and paying the bills. To Sue Clark, who joined the team in Summer 2020 as Finance Co-ordinator, and brought with her knowledge of bookkeeping, experience/expertise of spreadsheets and knowledge of other parishes. Sue inputs all the data on the computer which maintains the account records and produces financial reports for the PCC. To Michelle Dyne, as Freewill Offering Recorder, who claims the many thousands of pounds we receive from HMRC in Gift Aid. To John Hawkins, who manages our payroll and does endless battle with utility companies. It has been another interesting but difficult year trying to understand how the financial system works and trying to prepare the end of year accounts. I had looked forward to 2021 when I had hoped we could improve our reporting of the church's financial position to the PCC and church family. Although we have made much progress the Pandemic has not helped in our quest to learn more and improve matters.

**Glyn Mathias**  
**Hon Treasurer - PCC of Rustington**



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
The PCC of the Ecclesiastical Parish of St Peter & St Paul Rustington

**On accounts for the year  
ended**

31 <sup>st</sup> December 2021	<b>Charity no (if any)</b>	1133812
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**Set out on pages**

9—21  
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/21.

**Responsibilities and  
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

**Signed:**

**Date:**

06 / 05 / 2022

**Name:**

Sarah McCurrach

**Relevant professional  
qualification(s) or body  
(if any):**

IAgSA.

**Address:**

18 Old Manor Road, Rustington BN16 3QS

PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
<b>Incoming resources</b>						
<i>Voluntary income</i>	2a	79,125	802	0	<b>79,927</b>	79,102
<i>Legacies</i>	2a	0			-	2,273
<i>Activities for generating funds</i>	2b	252	2,186		<b>2,438</b>	469
<i>Income from investments</i>	2c	15,624		5,647	<b>21,271</b>	23,287
<i>Church activities</i>	2d	6,476	1,857		<b>8,333</b>	2,948
<i>Other incoming resources</i>	2e					
<b>Total incoming resources</b>		<b>101,477</b>	<b>4,845</b>	<b>5,647</b>	<b>111,969</b>	108,079
<b>Resources expended</b>						
<i>Costs of generating voluntary income</i>	3a					
<i>Fund-raising trading costs</i>	3b		1,168		<b>1,168</b>	
<i>Church activities</i>	3c	113,038	9,166	-2,900	<b>119,304</b>	149,822
<i>Charitable giving</i>	3c	0	5,680		<b>5,680</b>	4,770
<i>Governance Costs</i>	3d	15			<b>15</b>	15
<b>Total resources expended</b>		<b>113,053</b>	<b>16,014</b>	<b>-2,900</b>	<b>126,167</b>	154,607
<b>Net incoming/outgoing resources before transfers</b>		<b>-11,576</b>	<b>-11,169</b>	<b>8,547</b>	<b>-14,198</b>	-46,528
<i>Gross transfers in</i>	5a	174	3,420	33,201	<b>36,795</b>	13,617
<i>Gross transfers out</i>		-3,449	-33,346		<b>-36,795</b>	-13,617
<b>Net incoming/outgoing resources before other recognised gains/losses</b>		<b>-14,851</b>	<b>-41,095</b>	<b>41,748</b>	<b>-14,198</b>	-46,528
<i>Gains/losses on revaluation of fixed assets and investments</i>	6b	4,030		42,318	<b>46,348</b>	24,495
<i>Gains/losses on disposal investment assets</i>		811			<b>811</b>	-14,492
<b>Net movement in funds</b>		<b>-10,010</b>	<b>-41,095</b>	<b>84,066</b>	<b>32,961</b>	-36,525
Total funds brought forward at 01 January 2021		398,656	19,652	217,334	<b>635,644</b>	672,167
<b>Total funds carried forward on 31 December 2021</b>		<b>388,646</b>	<b>-21,443</b>	<b>301,400</b>	<b>668,605</b>	635,644

PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON

BALANCE SHEET at 31 DECEMBER 2021

	Notes	2021 £	2020 £
<b>Fixed assets</b>			
Tangible fixed assets	6a	69,250	69,250
Investment fixed assets	6b	421,905	390,643
<b>Total fixed assets</b>		<b>491,155</b>	<b>459,893</b>
<b>Current assets</b>			
Cash at bank and in hand	7b	62,206	62,727
Short term deposits	7b	99,238	95,253
Debtors	8	19,379	21,721
		<u>180,823</u>	<u>179,701</u>
Creditors: amounts falling due within one year	9	<u>-3,373</u>	<u>-3,950</u>
<b>Net current assets</b>		<b>177,450</b>	<b>175,751</b>
<b>Total assets less current liabilities</b>		<b>668,605</b>	<b>635,644</b>
Creditors: amounts falling due after one year	9		
<b>NET ASSETS</b>	7a	<b>668,605</b>	<b>635,644</b>
<b>Funds</b>			
<b>Unrestricted funds</b>	10	410,888	401,622
<b>Restricted funds</b>	10	6,935	4,010
<b>Endowment funds</b>	10	250,782	230,012
<b>TOTAL FUNDS</b>	10	<b>668,605</b>	<b>635,644</b>

Approved by the Parochial Church Council on 22 March 2022 and signed on its behalf.

  
Rev. Natalie Loveless  
Chairman

  
Glyn Mathias  
Treasurer

The accompanying notes form a part of these financial statements.

## PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

#### 1. Accounting policies

##### a Accounting convention

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current 2015 Statement Of Recommended Practice, Accounting and Reporting by Charities SORP (FRS 102).

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 Incoming resources

All incoming resources are accounted for gross.

##### **Voluntary Income**

*Collections* are recognised when received.

*Planned giving* receivable is recognised only when received.

*Income tax* recoverable on Gift Aid donations is recognised when the income is recognised.

*Grants and legacies* are recognised when the PCC is legally entitled to the amount due.

Where services are provided free and are quantifiable they are recognised at fair value.

##### **Income from investments**

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

##### **All other income**

All other income is recognised when it is receivable.

##### **Gains and losses on investments**

Realised gains are recognised when the investments are sold

Unrealised gains and losses are accounted for on revaluation on 31 December.

**PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**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 when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a 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 an inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the financial statements.

All expenditure on consecrated or beneficed buildings and individual items costing under £1000 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	25% straight line
Audio visual equipment	30% straight line
Office equipment	20% straight line

No depreciation is provided on freehold property as it is the PCC'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 prove uncollectable.

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

**PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

For the year ended 31 December 2021

**2 Incoming resources**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
<b>a</b>					
<i>Voluntary income</i>					
Planned Giving - Yellow Envelope Giving	3,141			<b>3,141</b>	6,447
Planned Giving - Standing Orders	1,344			<b>1,344</b>	2,324
Planned Giving - Parish Giving Scheme	48,135			<b>48,135</b>	44,965
Collections at all services	2,401			<b>2,401</b>	4,880
Collections - Pink Envelope	1,653			<b>1,653</b>	
Votive Candles	391			<b>391</b>	64
Sponsored Newsheet	75			<b>75</b>	180
Wall Safe Donations	9			<b>9</b>	9
Sundry donations	7,008			<b>7,008</b>	2,427
On Line Donations	2,125			<b>2,125</b>	3,619
Income tax recoverable	2,283			<b>2,283</b>	2,967
Income tax recoverable - PGS	10,560			<b>10,560</b>	9,770
Grants		802		<b>802</b>	1,450
Messy Church					
Noahs Ark					
	79,125	802		<b>79,927</b>	79,102
Legacies					2,273
<b>Total</b>	<b>79,125</b>	<b>802</b>		<b>79,927</b>	<b>81,375</b>
<b>b</b>					
<i>Activities for generating funds</i>					
Fund Raising Events	252			<b>252</b>	469
Fund raising for Missions		2,186		<b>2,186</b>	
	<b>252</b>	<b>2,186</b>		<b>2,438</b>	469
<b>c</b>					
<i>Investment income</i>					
Dividends	5,449		5,644	<b>11,093</b>	10,693
Bank Interest	53		3	<b>56</b>	84
Rental 23 Henry Avenue	10,122			<b>10,122</b>	12,510
	<b>15,624</b>		<b>5,647</b>	<b>21,271</b>	23,287
<b>d</b>					
<i>Income from Church Activities</i>					
Fees from weddings, funerals etc	3,433			<b>3,433</b>	1,163
Bolders	950			<b>950</b>	
Coffee Break	708			<b>708</b>	466
Coffee Income - Sunday	215			<b>215</b>	305
Mens Fellowship	102			<b>102</b>	28
Friendship Lunches	1,023			<b>1,023</b>	578
Copier/Printer	5			<b>5</b>	58
Allotment Income					
Waffle					350
Peters Pantry		1,857		<b>1,857</b>	
Seasight	40			<b>40</b>	
	<b>6,476</b>	<b>1,857</b>		<b>8,333</b>	2,948
<b>e</b>					
<i>Other incoming resources</i>					
Other Resources					
<b>Total incoming resources</b>	<b>101,477</b>	<b>4,845</b>	<b>5,647</b>	<b>111,969</b>	108,079

PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2021

3 Resources expended	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2021	TOTAL FUNDS 2020
	£	£	£	£	£
<b>a</b> <i>Costs of generating voluntary income</i>					
<i>Fund-raising trading costs</i>		<b>1,168</b>		<b>1,168</b>	
<b>b</b> <i>Church Activities</i>					
<b>c</b> Missionary and charitable giving:					
Charitable giving		5,680		5,680	4,620
Charitable Contribution over PMC*					150
Missions					150
		<b>5,680</b>		<b>5,680</b>	4,770
Ministry costs:					
Diocesan Parish Ministry Costs*	74,300			74,300	74,035
Diocesan & Deanery Support					
Assistant Clergy	1,030			1,030	
Vicarage expenses (inc Tel) & V Tel	2,765			2,765	2,828
Clergy expenses					213
Mission & Evangelism					
Young People Expenses/CYW/Rocks	71			71	6
Mens Fellowship	175			175	45
Messy Church	690			690	299
Noahs Ark					
Bolders	30			30	
Peters Pantry		1,416		1,416	
Waffle	110			110	50
Salaries: Organists & Music Leader	2,310			2,310	1,458
Parish Admin & Assistant	7,574			7,574	9,431
Church running expenses					
Electricity	1,974			1,974	1,146
Gas	1,809			1,809	1,873
Water Rates	158			158	160
Insurance, maintenance, laundry etc,	4,627			4,627	4,350
Support	923			923	996
Office expenses	964			964	954
Church maintenance/Other Maintenance					
Organ maintenance	545			545	134
AV maintenance	1,523			1,523	
Software and website	349			349	
Upkeep of services					
Wine,wafers & candles	595			595	355
Music Expenses/Materials	671			671	690
Flowers for Church					105
Upkeep of churchyard	2,358			2,358	1,490
Upkeep of rented property: 23 Henry Avenue	5,140			5,140	2,671
Cost of Rental - 23 Henry Avenue (Fees)	267			267	2,098
Major repairs to Vicarage					
Reordering Account Expenditure	1,071	954		2,025	13,000
Allotment					
Coffee Break & Sunday Coffee	102			102	668
Friendship Lunches	900			900	968
Bank charges	120			120	120
SumUp fees	43			43	
Church Hall	-156	6,796	-2,900	3,740	29,679
	<b>113,038</b>	<b>9,166</b>	<b>-2,900</b>	<b>119,304</b>	<b>154,592</b>
<i>Governance costs</i>					
<b>d</b> Support	15			15	15
	<b>15</b>			<b>15</b>	<b>15</b>
<b>Total resources expended</b>	<b>113,053</b>	<b>16,014</b>	<b>-2,900</b>	<b>126,167</b>	<b>154,607</b>

\*The Charitable Contribution over Parish Ministry Costs (£ nil) plus the Diocesan Parish Ministry Costs (£74,300) make up the total Diocesan Parish Contribution (£74,300).

PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2021

	2021	2020
	£	£
<b>4 Staff Costs</b>		
<b>a Wages and salaries</b>	<b><u>9884</u></b>	<b><u>10,889</u></b>

During the year the PCC employed a Parish Administrator, various organists & a music leader, all part-time.

**b Payments/Reimbursements to PCC members & Family Members**

S Collins £350.44, G Renny £255.69, C Birkhead £120.00, G.Mathias £135.00, A Mathias £243.44, G Jones £982.00 and C.McLeod £216

**5a Analysis of transfers between funds**

	Transfers In	Transfers Out
	£	£
General Fund	174	3,449
Designated Fund		
Phillipa Senst		
Restricted	3,420	33,346
Endowment	33,201	
<b>Total</b>	<b><u>36,795</u></b>	<b><u>-36,795</u></b>

**6 Fixed Assets**

**a Tangible fixed assets**

	Freehold land and buildings	<b>TOTAL</b>
<b>Cost</b>	£	£
At 1 January 2021	69,250	<b>69,250</b>
Additions		
Disposals		
Revaluation		
At 31 December 2021	<u>69,250</u>	<u><b>69,250</b></u>
<b>Depreciation</b>		
At 1 January 2021		
Provided in the year		
Disposals		
At 31 December 2021		
<b>Net book amount at 31 December 2020</b>	<u>69,250</u>	<u><b>69,250</b></u>

The Freehold land and Buildings comprise 23 Henry Avenue, Rustington. This property is let on a tenancy arrangement at £12,600 per annum. The value is shown at its historic cost in 1988.

PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2021

6 Fixed Assets (continued)

b Investment fixed assets	Bal. b/fwd 01/01/2021 £	New Investmts £	Gains/losses £	Bal. c/fwd 31/12/2021 £
Unrestricted:				
Loan for Cottage Refurbishment	18,641			<b>18,641</b>
Reserve Fund (Faulkner)	60,949	-15,000	4,030	<b>49,979</b>
Endowed:				
Brown (Fabric) Fund	19,927		2,582	<b>22,509</b>
Burial Ground Trust Fund	158,299		17,522	<b>175,821</b>
Chancel Trust (Fabric) Fund				
Everett/Scott Fund	2,172		310	<b>2,482</b>
Endowment (Stipend) Fund	517		-34	<b>483</b>
CBF Equity Fund (P Senst)	56,289		9,900	<b>66,189</b>
CBF Global Eq. Fund (P Senst)	73,850		11,951	<b>85,801</b>
<b>Total</b>	<b>390,644</b>	<b>-15,000</b>	<b>46,261</b>	<b>421,905</b>

7a Analysis of Net Assets by Fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds <u>2021</u> £
Fixed assets for church use	69,250			<b>69,250</b>
Investment fixed assets	68,620		353,285	<b>421,905</b>
Current assets	144,719	6,935	29,171	<b>180,825</b>
Current Liabilities	3,375			<b>3,375</b>
Long term liabilities				
<b>Total</b>	<b>279,214</b>	<b>6,935</b>	<b>382,456</b>	<b>668,605</b>

b Analysis of Current Assets

Debtors	19,379			<b>19,379</b>
Current A/c	1,808			<b>1,808</b>
Multiple funds	13,885	6,935		<b>20,820</b>
Reserve A/c	10,409			<b>10,409</b>
Burial Ground Trust A/c			9,957	<b>9,957</b>
Fabric A/c			19,214	<b>19,214</b>
Chancel Trust (Fabric) A/c				
CBF Deposit Fund (P Senst)	99,238			<b>99,238</b>
<b>Total</b>	<b>144,718</b>	<b>6,935</b>	<b>29,172</b>	<b>180,825</b>

In 2013 the PCC agreed to divide the Philippa Senst bequest, to minimise risk until it was spent. The money is invested in two CBF Funds [see 6b Investment Fixed Assets] and a deposit account [see 7b Analysis of Current Assets - CBF Deposit Fund].

8 Debtors

	2021 £	2020 £
HMRC - Income tax recoverable		1,405
Income/accounts Receivable	-937	
Diocese of Chichester (Chancel Fund)	20,316	20,316
	<b>19,379</b>	<b>21,721</b>

PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2021

9 Creditors: amounts falling due within one year	2021	2020
	£	£
Accruals - HMRC (PAYE)	561	320
Electricity		374
Gas		253
Charitable Giving		2,370
Accounts Payable (part)	226	
Agency	2,586	633
<b>Total</b>	<b>3,373</b>	<b>3,950</b>

10 Statement of funds

	Bal b/fwd 1 Jan 2021	Overall changes (Income, Expenditure, Transfers and other gains and losses)	Bal c/fwd 31 Dec 2021
	£	£	£
<b>Unrestricted Funds</b>			
General fund	70,468	-3,723	66,745
Designated Fund	1,690	-13	1,677
Reserve Fund	73,222	-12,835	60,387
Bequest - P Senst	256,242	25,837	282,079
	<b>401,622</b>	<b>9,266</b>	<b>410,888</b>
<b>Restricted Funds</b>			
Restricted Fund	4,010	2,925	6,935
	<b>4,010</b>	<b>2,925</b>	<b>6,935</b>
<b>Endowment Funds</b>			
Burial Ground Fund	168,442	17,336	185,778
Brown (Fabric) Fund	38,565	3,158	41,723
Chancel Trust Fund	20,316		20,316
Everett/Scott Fund	2,172	310	2,482
Stipend Fund/unnamed	517	-34	483
	<b>230,012</b>	<b>20,770</b>	<b>250,782</b>
<b>Total funds</b>	<b>635,644</b>	<b>32,961</b>	<b>668,605</b>

The above table shows the total value of all the funds held by the PCC and the balance c/fwd total for each fund includes both capital and income.

The Healey fund is included in Restricted fund.

11 Related parties and transactions

A loan was made to the Church Hall Trustees (V&C) for the refurbishment of the Cottage ( see note 6b) to be repaid from future rents receivable. A repayment of £8,000 made in 2020. However, the Vicar suggested that the PCC might consider using some of their reserves to pay for the outstanding loan. The PCC agreed this proposal and the money will be paid in 2022.

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**For the year ended 31 December 2021**

**12 Contingent Liabilities**

There are no known contingencies

**13 Contractual Liabilities**

There are no known contractual liabilities

**14 Chancel Trusts**

In December 2019 the Diocese of Chichester advised parishes that from 2020 the way in which Chancel trusts will be dealt with would change. Chancel trusts are not PCC trusts. In future income from Chancel trusts will be paid directly to PCCs and can be used towards the cost of insuring their church.

The money PCCs receive from the Chancel trusts is not investment income as the PCC does not own the trust fund nor the investments.

The accumulated trust income from past years is to be treated as a debt to the PCC from the Chichester DBF.

PCCs have been told to remove the value of the Investment as an asset from their accounts and include the accumulated income not received from the Diocese as a Diocesan debt.

The required actions have been taken.

## PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON

### NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2020

#### Funds

The figures shown in **Note 7b Analysis of Current Assets** show the amounts available to the PCC under the headings of **Unrestricted, Restricted** and **Endowed**.

The following explains the nature of the various funds, the purposes for which they may be expended and the bank accounts in which they are held.

#### **Funds/Bank Accounts**

The **General Fund**, held in a **Current Account**, is **Unrestricted**. The General Fund is used to receive and pay everyday income and expenditure.

The **Reserve Fund** is held in the **Reserve Account** and is **Unrestricted**. This fund was set up in 1988 with an initial investment of £25,000 in the Central Board of Finance Church of England Investment Fund and Fixed Interest Securities (CBF). The fund receives quarterly dividend income from the capital sum invested, to top up the Reserve Account.

The PCC wishes, as far as possible, **to retain the capital investment of the fund and to spend only its income**.

#### **Multiple Funds Account:**

This account contains designated and restricted funds for various church activities/groups and projects. Further detail below:

#### Designated Funds

Waffle, Allotment, Men's Fellowship, Friendship Lunches, Seasight, Office Machinery, Organ Maintenance and P Senst Bequest.

Should these funds not be needed for their original purpose they can be re-designated by the PCC.

#### Restricted Funds

\*Healey Fund (choir), Choir Furniture, Bolders, St Peter's pantry, Ecclesiastical Vessels, Missions and Humphrey (repairs).

Being amounts donated/raised for a specific purpose, these funds are Restricted and cannot be re-designated to another use.

\*(**Healey** – holds donations made in 1983 in memory of Mr T A Healey who had been organist for more than 50 years. The fund may be used at the discretion of the PCC for any purpose connected with the choir.)

**PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**For the year ended 31 December 2021**

**Funds (continued)**

The following funds are **Endowment Funds**. The capital sums are held by the Diocese as Custodian Trustee and may only be used in exceptional circumstances and with their permission. The income from these investments can be used but is restricted according to the terms of each respective fund.

The **Burial Ground Trust Fund** receives income from a capital investment in the Central Board of Finance of £38,138 being one half of the proceeds of the sale of the "New" Burial Ground in Worthing Road, in 1984. The income may be used for expenditure on the buildings of the church, the church hall and the vicarage but not for general expenditure.

The **Fabric Fund** receives dividend income from a capital investment with the Central Board of Finance. The income may only be used for the maintenance and repair of the church fabric.

The following are further investments over which the PCC has limited control. The funds are held by the Diocese on behalf of the PCC and may be used only on application to the Diocese.

The **Everett/Scott Fund** is an investment of 106.00 CBF Investment Fund (Income) Shares whose value is recorded as an endowment fund.

The **Stipend/Unnamed Endowment Fund** is an investment of 305.00 CBF Fixed Interest Security (Income) Shares whose value is recorded as an endowment fund.

The following fund is not a PCC Fund and is managed by the DBF.

The **Chancel Trust Fund** is an investment of 756.00 CBF Investment Fund (Income) Shares. The accumulated income is restricted to expenditure on the fabric (but not the fittings) of the chancel and is held by Chichester DBF. Starting in 2020 the income will be paid to the PCC and can be used towards the cost of insuring the church.

# PAROCHIAL CHURCH COUNCIL of ST PETER & ST PAUL, RUSTINGTON

## NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ending 31 December 2021

### Charitable Giving

Charitable Giving this year has included donations to home and overseas missions and charities.

This is calculated with reference to the total income from the Parish Giving Scheme (PGS), Standing Orders and the regular giving received in the Yellow Envelopes. A budget figure is agreed at the beginning of the year of 10% of the expected income from these sources. At the end of the year, an actual figure is calculated and any excess distributed.

The giving is split three ways. The recipients are two named charities\* (which are agreed by the PCC following input from the Missions Committee), and a charitable fund, which can be allocated to various charities at the PCC's discretion. Any other money raised by the church for charity/missions during the year will also be allocated in this way.

#### Calculation of Charitable Giving

In 2021 the total income from PGS,

Standing Orders and Yellow Envelopes was £52,620

Charitable Giving (if calculated at 10%) £5,262

#### **Distribution in 2021 to each recipient**

FSW £1,500

CMS – Jaffa £1,500

Charitable fund (held in Restricted fund) £1,500 £4,500

**Balance paid to recipients in 2022 (3 x £254) £762**

**Total £5,262**

\* In 2020 the PCC agreed to support Kevin and Jen Cable (CMS - Jaffa project) and the Family Support Work (FSW) Charity.

**Parochial Church Council of St Peter & St Paul Parish Church, Rustington**  
**Church Hall Account**  
**For the year ended 31st December 2021**

		<u>2021 (£)</u>	<u>2020 (£)</u>
<b>Monies Received</b>	Lettings	7,687.50	4,447.50
	Donations	0.09	595.56
	Interest on Depost Account	0.12	4.21
	PCC	2,000.00	5,889.50
	Arun District Council Grant	9,000.00	
	<b>Total Monies Received</b>	<u>18,687.71</u>	<u>10,936.77</u>
<b>Expenditure</b>			
<b>Maintenance/Repairs</b>	General Buildings	401.00	2,117.14
	Fire Extinguishers & Alarms	350.80	491.25
	Boiler Service/Heating Repairs	294.00	294.00
	Sundry Expenses	277.04	269.15
		<u>1,322.84</u>	<u>3,171.54</u>
<b>Administration</b>	Heating & Lighting	1,542.43	1,821.78
	Water Charges	369.33	819.06
	Insurance	1,009.26	1,009.26
	Music Licence	132.00	416.28
	Cleaning & Waste Disposal	3,118.60	4,064.25
		<u>6,171.62</u>	<u>8,130.63</u>
	New Windows		5,440.00
	Car Park		3,828.00
	South Room Refurbishment		3,656.00
	Heated Trolley		1,728.74
	PCC Refund	3,921.50	
<b>Total Expenditure For Year</b>		<u>11,415.96</u>	<u>25,954.91</u>
<b>Net Surplus or Loss For Year</b>		<b>7,271.75</b>	-15,018.14
Balances Brought Forward at 01/01/2021		<u>903.43</u>	<u>15,921.57</u>
Balances Carried Forward at 31/12/2021		<u>8,175.18</u>	<u>903.43</u>
Represented by:	NatWest Bank Deposit Account	5,000.12	10.00
	NatWest Bank Current Account	3,143.46	861.83
	Cash	31.60	31.60
		<u>8,175.18</u>	<u>903.43</u>

Prepared by: M. Hillyer

Verified by: J. Hawkes

Capacity: HALL TREASURER

Capacity: EX PCC TREASURER

Date: 24th February 2022

'SEASIGHT' - THE MAGAZINE OF ST PETER & ST PAUL, RUSTINGTON

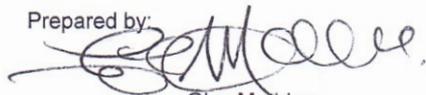
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
<b>INCOMING RESOURCES</b>			
<i>Sales of Magazines and donations</i>		170.80	1,023.55
<i>Advertising Income</i>			70.00
<i>Contribution from PCC towards usage charges</i>	1&2		
<i>Private work</i>			
<b>TOTAL INCOMING RESOURCES</b>		<u>170.80</u>	<u>1,093.55</u>
<b>RESOURCES EXPENDED</b>			
<i>Paper and card etc.</i>		113.78	113.78
<i>Staples</i>		87.84	87.84
<i>Rubber Bands</i>			
<i>Per copy cost plus Quarterly charge</i>	3	813.49	683.11
<i>Annual Administration Fee</i>		54.00	54.00
<i>Purchases for office/hall</i>			
<i>Purchase of cards (and postage in 2019)</i>			
<i>Purchase of flowers</i>			44.95
<b>TOTAL RESOURCES EXPENDED</b>		<u>1,069.11</u>	<u>983.68</u>
<b>NET MOVEMENT IN FUNDS</b>		-898.31	109.87
<b>BALANCE B/FWD 1 JANUARY</b>		4,710.57	4,600.70
<b>BALANCE C/FWD 31 DECEMBER</b>		<u>3,812.26</u>	<u>4,710.57</u>

Notes

- 1 It was agreed that Seasight and the PCC would each be responsible for their own usage of the machine and pay their own copy charges. The cost of per copy charges for PCC usage were not calculated and the PCC were not invoiced for any costs. Seasight paid all the other costs (eg Admin fees, Carriage and Staples).
- 2 A donation from the PCC towards copy costs was not made and the total cost was met by Seasight.
- 3 In 2020 the NCS invoice no. 514019 dated 10/08/2020 was not collected by DD in September 2020 when it should. When queried, NCS stated that the money had been received by NCS in September when it should have. It was eventually taken by NCS by DD on 31 December 2021

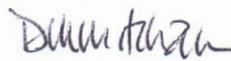
Prepared by:



Glyn Mathias  
Treasurer

Capacity:

Verified by:



Date: 28/03/2021

Mrs Dorothy Mitcham  
Ex-Churchwarden

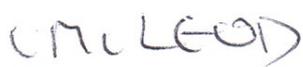
Capacity:

Parish Church of St Peter and St Paul Rustington  
 Vicar and Churchwardens General Account  
 Receipts and Payments Account for the year ending 31 December 2021

	Notes	2021 £	2020 £
<b>Receipts</b>			
Church Hall Cottage rent		11,940.00	11,940.00
National Westminster Bank plc Interest		5.46	46.11
<b>Total Receipts</b>		<b>11,945.46</b>	<b>11,986.11</b>
<b>Payments</b>			
Church Audio Equipment		4,565.74	-
Church Hall Cottage Insurance		707.53	659.39
Church Hall Cottage (trees 2021)		-	150.00
Leaders - Management fees		1,229.82	1,146.24
Leaders - Professional fees (rent insurance/renewal fee)		809.76	761.76
Leaders - cottage maintenance	2	408.00	324.00
Repayment loan for cottage work to PCC		-	8,000.00
Social/Gifts		-	95.00
<b>Total Payments</b>		<b>7,720.85</b>	<b>11,136.39</b>
Excess of Receipts over Payments		4,224.61	849.72
<b>Balance as at 1 January 2021</b>		<b>51,634.89</b>	<b>50,785.17</b>
<b>Balance as at 31 December 2021</b>	1	<b>55,859.50</b>	<b>51,634.89</b>
<b>Year end funds are represented by</b>			
National Westminster Bank plc			
Current Account		250.00	250.00
Business Reserve Account		55,609.50	51,384.89
		<b>55,859.50</b>	<b>51,634.89</b>
<b>Other Monetary Assets</b>			
Retained by Leaders for Electrical work	2	<b>165.00</b>	

**Notes to the Vicar and Churchwardens Account**

1. Includes Legacy of £22,000 to be used for Chancel furniture
2. Includes £165 retained by Leaders for Electrical work

Signed:   
 Name: .....  
 Date: 25/1/22

Signed:   
 Name: HENRY BOST  
 Date: 25/01/2022

## Churchwarden's Report

Despite our prayers and hopes again the life of our church family was affected by the ongoing coronavirus pandemic only returning to completely normal in the summer and autumn, further restrictions were again reintroduced in December.

Henry Bott was Churchwarden elect from the APCM and formally admitted in June replacing Jackie Gordon who we thank for her service and time as Churchwarden over the last few years.

The logbook has been kept updated reflecting the routine checks and works carried out in the church over the past year. The terrier continues to be updated with the help of others. As hall trustees we met periodically with the hall committee a few times. The cottage continues to be rented by the same tenants.

During the year we submitted faculties for work to be carried out to the trees in the churchyard also for the replacement of the lych gates.

The main focus this year was the arrangement of our quinquennial inspection carried out in the Autumn. That report found the fabric of our church to be in good order generally, but inevitably ongoing maintenance and repairs need to be carried out. We are putting together a programme of works needed and will keep the PCC updated.

The chancel group met in the Autumn and will meet again with Treske, the chosen maker and supplier, in the new year to move forward with the design of the chancel furniture thus completing the reordering of the church.

We thank Natalie for her devoted pastoral care to us all and her personal support to us. Thank you to you all for your support shown to us personally.

Finally a huge thank you to everyone who has given of their enthusiasm, expertise and time in so many ways to the running and upkeep of the church, hall and grounds and in leading and supporting all our church family related groups and activities.

*Carrie McLeod and Henry Bott*

## Safeguarding

**'Speak out on behalf of the voiceless and for the rights of all who are vulnerable.'**  
**(Proverbs 31:8)**

St Peter and St Paul Church Family is pleased to be seen as friendly and welcoming and it is essential that we all continue to provide a safe, secure environment for both children and adults to worship, take part in organised activities and raise questions and concerns without fear. Our PCC follows the House of Bishops' guidance on safeguarding children and vulnerable adults and complies with the Safeguarding and Clergy Discipline Measure 2016.

The PCC carried out the annual review of our safeguarding policies in November 2021. These policies are published on the St Peter and St Paul website, with the Parish Safeguarding Policy also being displayed in the Church and Hall. As well as this overall policy, the PCC ratified policies on Anti-Bullying, E-safety, Whistleblowing and Responding to Safeguarding Issues.

**Disclosure and Barring Service (DBS):** Currently, 37 members of our church family hold Enhanced Disclosure Certificates for work with Children and/or Adults. Existing certificates are valid for 5 years from their date of issue but, following a decision from the House of Bishops, any new certificates will be renewable after 3 years. This will bring the Church of England into line with other organisations.

**Training:** All those holding DBS certificates have undertaken the Church of England Safeguarding Training at the appropriate level.

In addition, 15 others have taken Basic and Foundation level training although there is not a requirement for them to apply for DBS certification. These include volunteers working for FSW and The Pantry.

Feedback has shown that this training does give some valuable insights into safeguarding issues,

and we would recommend any members of our Church Family, particularly those working in any way with children or adults, to consider doing the Basic level of training.

**Transport:** In September, we investigated the need for DBS certification for those providing transport for adults attending Church events. This was necessary because a more formal structure for the organisation of this service was proposed.

As no drivers were in 'Regulated Activity', providing transport organised by us to places for healthcare, personal care or social work and as events were less regular than on four occasions per month, it was agreed that DBS certification would not be necessary.

However, it was suggested that the Basic level of Safeguarding Training would be useful for drivers.

**Past Cases Review:** The Diocese has completed a review of known historic cases involving safeguarding issues.

However, the Diocesan Safeguarding Team is keen to ensure that any individuals who have not come forward should still have the opportunity to share information or make disclosure regarding church-related abuse.

We have agreed that we will make this known to the Church Family so that any past cases may be referred to the Diocesan Team.

I would like to thank all those who have participated in helping to raise the awareness of safeguarding issues and supported the introduction of DBS certification and training.

*Keith Henderson*

### **Freewill Offering Report**

At the start of 2021 we had a total of 15 people who donated via Yellow Envelopes (Freewill Offering), this dropped to 9 by the end of the year.

We also had a total of 79 people who donated via the PGS scheme at the start of the year, which increased to 90 by the end of 2021.

The total amount of money donated via, yellow and pink envelopes for 2021 was £4833.50 which is £4257.01 less than 2020

This is broken down as follows:

Yellow Envelopes: £2880.60 (£1030.90 less than 2020)

Pink Envelopes: £1952.90 (£2162.11 less than 2020)

The total amount of gift aid claimed on envelope giving was £1442.55 for the year which was £4590.46 less than 2020

In addition to this I was able to claim £673.92 tax on the plate collections and small donations; this was £506.14 less than last year.

The overall amount of tax claimed for 2021 was £2282.97, this includes plate collections, yellow and pink envelopes, annual donations and the new contactless giving, this is £1077.40 less than last year.

This brings the overall total of money received from Yellow/Pink envelopes and gift aid for 2021 to £7116.47 which is £5626.86 less than last year. Please note that this figure does not include the overall total of the plate collections, only the tax claimed.

Although the envelope giving is decreasing the PGS giving has increased and during 2021 we received £46,976.35 in PGS giving and a further £10,270.85 via gift aid giving a total of £57,247.20 compared to a total of £51,373.10 in 2020.

I would like to thank all those who gave regularly by envelopes during 2021 your contributions are greatly appreciated to help maintain the running of the church as well as 10% of your donation going to the churches chosen charities.

If you are a regular giver and a taxpayer and have not completed a gift aid declaration form please consider doing so as this enables us to claim an extra £0.25p for every £1 donated at no extra cost to you.

If you give regularly by putting money into the collection plate and are a tax payer, please consider using a Gift Aid (Pink) envelope, or contact me for details on the Freewill offering scheme (Yellow Envelopes), or the Parish Giving Scheme, or if you are using the new online giving or contactless options to make donations please remember to tick the gift aid box all of which will allow us to claim that all important £0.25 for every £1 donated.

I would like to thank Ann Mathias for continuing to assist me with the counting during 2021.

*Michelle Dyne Freewill Offering Recorder*

## **Deanery Synod**

During 2021, two areas dominated Deanery matters:

Finance and how parishes were working in the Deanery towards the advice and guidance from Diocese of Chichester, Church House.

Elections from Deanery Synod to Diocesan Synod.

There were many other areas to share but opportunities were still difficult due to Covid transmission and regulations and so were left on hold or discussed at Diocesan level at Diocesan Synod which was online during the whole year.

On 7<sup>th</sup> October 2021, Arundel and Bognor Deanery Synod took place at St. Wilfrid's Church, Bognor Regis and also via zoom.

An act of worship was led by our Rural Dean, Canon Mark Standen.

An address was given by the Bishop of Horsham Rt Rev Ruth Bushyager. She spoke on the theme of 'A call to generosity in an age of challenge'. Following her address, Bishop Ruth and Gabrielle Higgins, Diocesan Secretary, answered questions from Synod. Comments and further explanations, mainly pertaining to Diocesan Financial Planning and the Diocesan Vision for next five years, were shared. Bishop Ruth stressed that there **was not** a plan to reduce clergy numbers; there **was** a plan to develop Mission and there **was** a necessity to increase generosity within the Diocese.

Elections to Deanery Synod of Lay Chair, Standing Committee, Finance Group were left as business for the next year.

Current financial planning for 2022 was agreed to be discussed further at the Autumn Finance Meeting which was held on Thursday 4 November at St Mary's Church in Felpham and also online. The following people have been elected as Officers of The Diocesan Synod to represent Arundel and Bognor Deanery 2021 -2024

### **House of Clergy:**

The Revd Tim Crook , The Revd Jo King, The Revd Natalie Loveless, The Revd Joel Mennie, The Revd Canon Mark Standen, The Revd Celia Woodruff

**House of Laity:** Mr J Booth, Mrs E Henderson, Ms A Purser, Ms L Thompson. There are still vacancies in the House of Laity

The Revd Canon Mark Standen completed his time as Rural Dean during November 2021. Rev Natalie Loveless, Vicar of St Peter and St Paul Rustington was appointed as the new Rural Dean.  
*Liz Henderson*

## **Audio Visual Team**

We consist of a team of about 6 people. Creating visuals and displaying videos, liturgies, hymns, passages of scripture and sermons on screens around the church, to enhance the focus of the congregation.

We also provide livestreaming services via YouTube to broadcast the church services to people at home.

We help and encourage the preachers and presidents of the church to use AV without being intrusive to the spirituality which is the primary reason of our church services.

It is a complex task and not perfect. We are always looking for new helpers over the age of 16, you don't have to be master IT specialists, just willing to be conscientious. We offer full training at all levels.

We are always open to suggestions and are always grateful for suggestions and feedback. We are certified for DBS training of young and vulnerable people and offer first aid.

*Bill Dodd*

### **Chatterbooks+**

(now Bolders, name change Jan '22)

From January until March 2021, Chatterbooks+ was meeting every Tuesday on Zoom, with sessions led by Grace Sims and Claire Birkhead.

The group, comprising, 12 young people in years 6 and 7, talked about the books they had read and their experiences with home learning etc. From April until July, Chatterbooks+ was able to meet in the Church Hall. The first hour focused on book discussions and homework, then a short break where they were served food prepared by Charlie Sims. In the last hour the group was able to enjoy a range of activities: dance with Tilly, crafts with Mrs Carolin and Alex David, a visit to the Butcher and Deli in Rustington to make sausages, Jumping Pillows at Out of Bounds and a picnic at Woodlands Park etc. *Grace Sims*

In September 2021 Chatterbooks+ received a new cohort of children from year 6 from various schools within the parish, the volunteer and leadership team also had a number of changes. A group of 14, 10–13-year-olds who meet in the hall every Tuesday from 4-6.30pm during term time, the focus of the group has been to create a safe and creative space to come and be, learn, pray and build relationships, growing together and learning from one another in how to live bravely and boldly in the world. (Hence the future name change from Chatterbooks+, and also to link in with our younger group 'Rocks' - boulders, but without the 'u' - to emphasise the spirit of all who join.)

The group had a monthly art session with Deidre Carolin, we began a monthly drama lesson from Temisis Conway and the other weeks were filled with a variety of engaging activities from sports, crafts, cake decorating, gardening, drama and a visit from the Chaplain at TLA.

The group joined in whole heartedly with the Link to Hope Shoebox appeal, creating 22 boxes for the elderly and families in Eastern Europe, it was a powerful and moving session for all involved. We were blessed to receive generous support from Ali Whitburn community champion at Morrisons and Sarah Gray at the local deli and are extraordinarily grateful to Grace and Charlie Sims for beginning the group and for sourcing funding from Tesco and the local parish council.

We have seen our young members reading the Gospel at the All-Age service and we began to develop a regular pattern of prayer and teaching to bookend the sessions.

The group have been a true blessing and I'm so thankful to the volunteers who lend their time and hearts in supporting them. May we ask for your continued prayers and encouragement as we walk on in Christ together with this group. *Rev Laura Darrall*

### **The Church Allotment and Cutting Garden**

It was a Blessing that during 2021 our Church was able to re-open, and our flowers were once again used by the flower team in Church. Thank you to Janis and all the arrangers who display the blooms so beautifully. The Dahlias made a gorgeous appearance during late summer and autumn and at Harvest Festival. We continued to provide bundles of rhubarb, and floral bouquets to those who requested them for gifts, and to members of our Church Family who were alone or celebrating Birthdays and Anniversaries. We were very pleased to provide flowers to Rustington United Reform Church for two special services, the Civic Service and the funeral of Rustington Historian Harry Clark.

Ordering young plants by mail order proved to be a challenge due to delivery issues, and we were reimbursed for some of our orders that failed. Regrettably some of our orders were delivered very late and this resulted in poor plant performance. For this reason, we will only order our Sweet Peas online in 2022 and we will now concentrate on raising our own plants or buying from local nurseries.

The team was also very depleted in 2021 and we were sorry to lose Jessica, Charlie and Grace who left the team due to work and other commitments. Thank you for all your hard work over the years. We were very grateful to Anne Foster and Mike Lewis who stepped in and worked the plot, together with myself and Graham. Please do let me know if you would like to join the team. You will be very welcome. The Allotment cannot thrive without you.

In July we held a very successful open morning, and we were delighted that so many of you came along to see the plot and to enjoy refreshments. We hope to "reorder" the plot in 2022 so that we can continue to supply Church and our Church Family with local flowers, and thereby avoid packaging waste, air miles and expense to the Church. We are self-financing and we would like to thank everyone who sponsored us in 2021. It is much appreciated.

"A flower is a wondrous thing - from a bare patch of soil in winter arises a canopy of colour, perfume and balm for the soul in Summer." *Julie Churcher*

Opening Balance at 01.01.2021.	£223.04
Income 2021.	£267.85
Expenditure 2021.	£212.47
BALANCE IN HAND.	£278.42
Closing Balance at 31.12.21.	£278.42
(Cash £241.11. Bank £37.31)	

### Church Hall

From March 2020 the Hall Building was closed until June 2021, due to both Covid 19 and the need to replace the Kitchen Floor, when it opened for a few groups. It fully opened in September 2021. To keep the Hall financially afloat the Church temporarily provided support, which has now been reimbursed following grants received from the Local Authority.

During the year no maintenance items were completed due to a shortage of funds, though in lockdown the Church decided to take the opportunity to replace the hall kitchen. Sadly, however, it was found that the floor structure was in such a poor condition, due to water damage which had probably occurred over many years, that it needed to be replaced. The floor has now been reinstated and the kitchen fitted and reopened in August 2021.

The Church Hall is a great asset to both the Church and its associated groups as well as the greater community and an ongoing maintenance programme is essential to keep it in good order. Further projects that were to be considered during 2021 are now being moved to 2022 and include:

-  
The repair and redecoration of the timber windows on the west and north elevations of the building.  
The repair to the damaged lintel on the south elevation of the building.  
Planning a maintenance programme for the roof, where work is required.  
Access to the loft space above the kitchen.

Due to increased running and maintenance costs higher charges for the use of the Hall were started to be introduced during 2020. However, the benefit of these increased charges did not happen until June 2021 when the Hall fully reopened.

A massive thank you to Jan Watson and Alison German who have been doing a sterling job of keeping the car park tidy and clear of leaves and rubbish. Their help is very much appreciated.

Also, a big thank you to Hazel Castle who continues her excellent work in looking after the cleaning of the Hall.

The Churchyard benefits from having a gardener, who is cutting the grass and tending the flower beds. A working party helped to clear and tidy up the Churchyard. Another working party would be of help to continue this work.

A big thank you to Ann Mathias who continues to look after the Kitchen and ensure its smooth running.

Bob Bulley, who has now retired as being Parish Administrator, has very kindly agreed to act as my shadow and cover me when I am unavailable, such as when I am on holiday. This is in addition to continuing with looking after the Hall Accounts and helping with minor

maintenance. His support is invaluable and very much appreciated. *Christopher Simmance*

### **Church Sitters**

Thanks to the help of the regular Church Sitters, we have managed to keep a fairly full rota, with only an occasional missed day.

We could always do with a few more sitters, if only to stop the “missed days”. So if anybody feels they could help, if only one day a month, would they please telephone me, John Forse on 410886 or email me on [johnforse@sky.com](mailto:johnforse@sky.com).

Don't worry about being one your own as we always have two sitters at a time. Do please get in touch - you'll find it very rewarding. *John Forse*

### **Footsteps 2021**

Due to Covid restrictions our first walk this year was not until April when we walked in Angmering Park where we admired the beautiful bluebells. There were 7 more walks after this, visiting Highdown, Bignor, Chichester Marina, Climping, Bramber, Slindon and Chichester canal. The average attendance was 10 with the lowest turnout being 4. Rocky, Natalie's dog joined us for many of the walks.

We normally walk about 4.5 to 5 miles with the occasional hilly bit but nothing too strenuous. New walkers are always welcome. *Catherine Gleadow*

### **Friendship Lunches**

*Ann and Glyn Mathias, Christine and Roger Roberts, Julie Churcher, Joy Bohm, John and Janis Saunders, Michelle Dyne, Carrie McLeod, Graham Churcher, Benedict Loveless, with Mervyn, James, Glyn and Jan as chauffeurs.*

These lunches were started by 4 couples in the late 80s and have continued almost continuously since then, with the team changing in the course of time. Sadly because of various 'lockdowns' due to the pandemic, we have been unable to offer the lunches for many months. It was a great joy to us all to start again in September 2021.

Some of the more senior members of our church family are invited to the lunches which are now held on the 1<sup>st</sup> Sunday of the month. The kitchen team work very hard in sourcing, preparing and cooking the meal – most often a roast meal - with a homemade dessert. Wine or apple juice, tea or coffee are served, but the most precious aspect is meeting old friends and making new ones. We are together for 1½ hours and a lot of news is exchanged during that time! Birthdays are remembered with a card and a special cake presented when the '0' is reached – mostly 90s or possibly 100 to an honorary member soon.

We are all indebted to those who give up their time to be part of the team – cooking and hosting, with chauffeurs ready to assist as well. *Pam Brooks*

### **Health & Safety**

During the year the H & S Policy was reviewed. A copy is on the Website for reference purposes for members of the congregation. Additionally, the Fire Risk Assessments for both the Church and the Hall were reviewed and updated using the format recommended by our insurers, Ecclesiastical. Also, the Risk Assessments for each Church Group have either been updated/produced.

During the year Covid 19 Virus affected us all. To enable the Church and Hall to open, Covid safety requirements were introduced, and written guidance produced. These are kept under review.

Weekly in-house testing of the Fire Alarm and Emergency Lighting was carried out at the Hall. This was supported by the professional bi-annual testing of both those systems. Monthly testing of the Carbon Monoxide Sensors was also completed. In addition, the yearly servicing of the Gas Equipment, Fire Extinguishers, plus PAT testing of the portable electrical appliances was also completed. Also introduced is to check that the emergency alarm in the Disabled WC is functioning correctly.

In the Church, monthly testing of the Emergency Lighting, Smoke Alarm and Carbon Monoxide sensors has been completed. This is supported by the twice-yearly specialist testing of the Emergency Lighting. Also, the yearly servicing of the Fire Extinguishers, PAT testing of the electrical appliances, servicing of the Boiler, Roof alarm and Security Alarm has been kept up to date. The Emergency light in the Choir Vestry is not working and it anticipated that this will be resolved on the 18<sup>th</sup> of January 2022. Because the Emergency Call chord in the public Church WC inadvertently pulled it was discovered that it was not functioning correctly. Investigation showed that neither of the reset buttons worked. The reset button outside the WC now works, however the reset button does work, probably due to a damaged cable. This alarm is now being checked every 4 weeks with the remainder of the regular checks. During the year the 5 yearly check of the electrical circuits was completed.

To summarise - all testing is up to date. I would also like to thank Frank Hutchings, the previous Health & Safety Officer, who is my shadow, to provide cover when I am unavailable, such as holidays etc. *Christopher Simmance*.

### **Home Groups**

These groups have been a feature of the parish for more than 50 years when Sir Robin and Lady Ewbank started the first one in the 70s and they have continued monthly since then, until the pandemic struck and our hosts became unwell.

Sue Lynn-Allen, Marjorie Warnes, Naomi Whalley and Brenda Meakins and we have kept the lifeline going! Our group has certainly benefitted spiritually and socially from meeting every Friday afternoon for the past 28 years. The pandemic has challenged, but not eliminated us!

This year Natalie led the church through a series of meetings on zoom during Lent and then from July we met a few from our group each week. In September and October we started meeting as a group again studying James' letter. In the last weeks of October and in November we joined with the rest of the church family on a Wednesday afternoon as Laura led us through the Difference Course and then we continued with James' letter in December at Abbots.

The value has been great. James has connected us with how we should worship in church as well as how we get on with each other for the rest of the week! We have become closer friends and learned to pray for one another.

We look forward to continuing our times together on a Friday afternoon and rejoice that other Home Groups are springing up to enjoy fellowship with each other, to share their experiences in a safe place and learn together. *Pat Brooks*

### **Men's Fellowship**

The SPSP Men's Fellowship meet monthly to bring together like-minded Christian Men. Its members are not restricted to those in our church. We usually meet on the first Wednesday of each month; networking and discussing various common issues. Each meeting we highlight some interest, either a talk or communal activity. Our 'talks' come from organisations, charities and generally people with an individual passion. We rely on our members sharing their life experiences, encourage well being and promote Christian viewpoints.

We continued with Zoom meetings until August until we met for an AGM at the Lamb Inn. We met physically in the Church Hall in September as the virus seemed to be in remission. However, the infection statistics rose and to protect the vulnerable we now meeting both physically and also connecting by Zoom.

The talks are being videoed and offered to club members and church members to be seen from our web site.

Normally beginning at 7:30pm we start by having a time to chat to each other. The meeting starts about 20 minutes later with a 'Thought and Prayer for the Day' from visiting clergy. We are not run by a committee and rely on our members' volunteering their ideas and needs.

The Zoom meetings at the moment are free, although we do have a link to a 'Give-a-little' account for £2, however this is voluntary. Attending the meetings costs £2 with a door raffle to win a bottle

of wine or a voucher.

The talks and events we have had in the year to December 2021 are:-

**January** – General chat. Bovington Tank and charity videos.

**February** – James Spanner – ‘Walking where Jesus walked.’

**March** – Jo Shannon - Charity series - Tools for Reliance.

**April** – Kathryn Ferry – Eugenius Birch: The King of Piers.

**May** – Bill Dodd – Fred Dibnah – Miner, Celebrity and Traction Engines.

**June** – Alistair Byford-Bates – Nets, Wrecks & Artefacts.

**July** – Brian Freeland – Richelieu: The Cardinal and his city.

**August** – AGM and Summer evening at the Lamb.

**September** – Claire Lucas – Rustington Museum - Further adventures in lockdown.

**October** – Paul Green – Step back in time.

**November** – Brian Freeland – 50 years of Seaside entertainment.

**December** – Xmas Extravaganza, Prizes, Games – run up to Xmas

We are very grateful for the help given to us by the refreshment team and the cakes kindly provided by the members and their partners.

Our web site is <https://spsp-mens-fellowship.club> *Bill Dodd*

### **Messy Church**

The early part of 2021 saw Messy Church continue online, mostly through Zoom meetings. Zoom was chosen rather than Facebook live (which had been used previously) as it provided greater opportunities for interactivity and participation for all the families.

One of these sessions was a chance to meet Bishop Ruth and get to know her, we had a very blessed time together and it was lovely for her to be with our Messy Church congregation and to be joined by members of the wider congregation.

By September, and the start of the new school year, Covid restrictions had eased sufficiently for in person sessions to resume. These took place in September, October and November. The format was adapted as we were lower on volunteer numbers than previously. Moving to a cold ‘picnic’ style meal rather than a hot meal and pudding meant that human and financial resources were more effectively deployed. In addition, there was a noticeable reduction in food waste, a positive change.

Activities were planned that could be accessed more independently by families and support was given in those activities where it was necessary. Hygiene and safety were considered in all these choices.

The celebration remained largely unchanged in format and remained a joyful and inclusive time of teaching and worship.

Numbers at these sessions (including volunteers) was between 30 and 40, so slightly down on before the pandemic. Sadly, the planned December Messy Church had to be cancelled due to Covid. *Gill Renny*

### **Missions**

*(Mission team – Joy Bohm, Diana Farminer, Susan Fisher, John Forse, Diane Kearsey and Michael Phillips.)*

Our 2 links are Kevin and Jean Cable with the Church Mission Society (CMS) in Jaffa, Israel and Family Support Work (FSW) in Rustington and an emergency fund to be allocated by the PCC. Our fund raising and the Charitable Giving percentage from the income of the parish are allocated 3 ways giving towards the salaries of the Cables and Rebecca Carter, our local practitioner for FSW - and the emergency fund.

It has not been a good year for fund raising, for any organisation, but we did manage to have a successful and happy Mission Market in August in the church – socially distanced. We also shared

a portion of the profits from the Harvest Supper. The Charitable Giving was also much lower than in previous years, because we were not able to have services in the church for much of the year and so we lost a serious amount of income. It was a blessing that the Parish Giving Scheme had been established a few years earlier which required no physical contact with cash and the Gift Aid was calculated centrally – not burdening a treasurer with the work.

From our Mission Market and the Church Harvest Supper, £2752.30 was raised and divided 3 ways.

2020 Charitable Giving from the church income, £4620 was raised and distributed in 2020 and 2021. The 2021 Charitable Giving will be distributed in 2022.

The representatives for FSW (Diane) and the Cables (Susan) take it in turns to write an article in Seasight so that the church family – and others – are kept up to date with the news in Rustington and in Jaffa. Also, letters and updates relevant to the two links are put on the notice boards in the church tower and in the church hall – near to the window. Do read them so that you too are informed of the exciting activities that are taking place! *Pam Brooks*

### **Family Support Work**

Although for much of 2021 the country was once again in lockdown, we adapted our way of working. Families supported by FSW were already struggling and with the added pressures of being expected to educate their children at home was inevitably having a detrimental effect on these already beleaguered families.

Becca Carter, our FSW practitioner worked from home keeping in touch via WhatsApp email or ZOOM, this ensured she maintained at least some form of contact. In addition, we supported families with weekly food deliveries, this meant that not only did the families have sufficient food to feed the children, but the limited doorstep contact enabled that very important human contact albeit masked and at a safe distance. It was this small action that was so much appreciated by the families.

Instead of the monthly After School Club Becca continued with an activity for all the families on ZOOM. This meant that in addition to the weekly food drop once a month, we would also deliver a craft pack to go with the theme for ZOOM activity.

Having all the craft needs in a bag released some pressure from the parents.

This was a logistical challenge - first the theme (thank you Gill Renny and Becca) - then the list of potential activities to go with the theme (thank you Gill Renny) - then the shopping lists to provide the contents of the packs (thank you Mo Gibb, Susan Fisher, Chris Merry) - then the packs were delivered courtesy of Di Kearsey and Jan Watson.

We became quite skilled at this but were mightily relieved when the lock down rules were eased over the summer.

This easing gave a short respite, and several activities were able to go ahead. We took families to Arundel Cricket Ground for outdoor fun, creating Forest School, building dens and playing team games. There were also activities at Creative Heart in Littlehampton with some children with SEND being able to explore and create using art materials under the guidance of specially trained tutors. The highlight was the picnic at Mewsbrook Park culminating in a ride on the train and an ice cream. A memorable time especially for one young lad who was so taken with the experience he squealed with delight and kept saying 'this is the best' all the time we were on the train.

In order to be able to carry out all these activities we are very grateful to our wonderful church family for their ongoing support both financial and practical.

We were pleased to be able to have our Annual Sponsored, Amberley to Arundel, walk this year. It was good to get out with friends and even better to have raised £1800 for FSW.

Our interactive work with families is vitally important to supporting local families. As one of our Mission partners it is so important to interact and build a deep working relationship, regularly praying for families in addition to visiting them. Financial support for FSW from our church is having a positive effect on local families. Thank you. *Diane Kearsey*

### **Report from Kevin and Jen Cable**

Kevin and Jen have been charged with reopening St Peter's Anglican Church in Jaffa which was abandoned 70 years ago. There is much work to do to restore the building itself and build up the congregation.

After some delays due to COVID, they arrived in Israel in May. They spent time in Jerusalem, where they received a warm welcome, getting acclimatised and having intensive Hebrew lessons. A generous supporter offered them an apartment in Jaffa for half the standard rent. It is within walking distance of the church. They and their dog Trixie were able to move in in September.

Initial work was started to clear the outside of the church, to install some wiring and to repair the office area inside the building. As the renovations began, it was discovered that further work and surveys were required so further work has had to be postponed.

Services are held on Saturday evenings at Beit Emmanuel Guest House, where they stayed on arrival in Jaffa and where Jen volunteers.

There have been invitations into one of the local schools for assemblies and to talk to the children in their classes.

Kevin has made good contacts with other denominations of which there are several, e.g. Greek and Russian Orthodox, Greek Catholic, Armenian and Catholic. On Christmas Day all the clergy along with the mayor and members of the city council gathered together in an act of unity.

Although Christmas felt a bit different, they were able to hold a traditional service of nine lessons and Carols at Beit Emmanuel and on Christmas Eve they celebrated Midnight Mass at the Lutheran Church. As other denominations celebrate Christmas on different dates, the Christmas period goes on until 19 January. *Susan Fisher*

### **Music Report**

This year proved to be a better year for music within our church but again the pandemic continued to place restrictions on us especially during the first half of the year. Eventually we returned to full singing both by choir and congregation, but face coverings became compulsory again in December, hopefully for a short while only due to the emergence of the Omicron variant.

The choir, since the lifting of restrictions, have returned to regular practices and singing at the Parish Eucharist and other special services.

We have welcomed a new member, Lisa Rogers-Davies, to the choir this year.

The choir sang with the music group for the first Sunday in Advent which was lovely and then also sang at the special evening Advent service.

This year we also happily returned to a traditional carol service with everyone singing followed by mulled wine and mince pies in the hall. We were delighted to welcome Phillipa Dabin and Michael McCurrach who joined us for the carol service.

Once again, we repeated the successful informal singing of carols in the car park, as restrictions made it difficult to sing in the hall, but we did go inside for refreshments.

I would like to thank the choir for all their loyalty, singing and support and for George for directing and training the choir.

We look forward to returning to singing more anthems again and learning new worship songs and hymns as well as festivals and other events held by the RSCM.

We have a wonderful team of organists, George who also maintains the organist's rota, Dave and James who have remained dedicated and playing at all the various services and delighting us with an array of music in all styles before and after the services. Thank you to you all.

The music group has evolved this year playing at the family service on the first Sunday of the month and now numbers seven members, when all present, and continues to improve with great enthusiasm. We look forward to the coming year and to be able to contribute more to the worship of the church.

I would also like to thank Natalie and Laura not only for all their support and encouragement but also for singing with the choir at various events and services.

*Carrie McLeod*

## **Rocks**

Reporting on things that happened a whole year ago is a challenge in itself; throw something like Covid into the mix, with all the constantly changing rules about if, when, how we could meet, has made it even more complicated!

Early in 2021 the name of J Squad changed to Rocks. Jesus said to Peter (Petros meaning rock) that he would build his church on this rock. The children are not the future, they are the present and a vital part of any church. We continue to meet three Sundays a month, starting at 9.50 am, in the South Room of the church hall. Here we share stories, learn a little more about the Bible, play games, make crafts and write prayers. We go into church in time for Communion and then share with the rest of the church what we've done that morning.

Although often small in number, each Rock is a big part of the group and it's a joy to see them growing in confidence and faith. We would love to have more children and indeed, more leaders or helpers to assist. Sophie took time out when she became a Mum to Evelyn in February 2021 and we look forward to having her (and in time Evelyn) join us again. Thanks to Gill, Natalie, Laura and Michael for their leadership and assistance. *Sarah Collins*

## **St. Peter and St. Paul - Pantry**

With Policies and Procedures prepared, training documents and Health and Safety Rules in place, approval was granted by the PCC to open our Pantry to the local community. Opening day was Wednesday 6<sup>th</sup> October and we were delighted to meet 10 service users who had come along to top up their food cupboards.

Our Church Pantry currently opens every Wednesday at varying times and our clear mission is to make everyone feel welcome and to ensure that everyone "shares God's abundant love and generosity with our community".

We have a wonderful team of volunteers who form part of our Pantry Rota, taking turns to set up the food and clothing tables, they meet and greet our visitors, offer them a tea or coffee and engage in a friendly chat. At the end of the session, all goods are stored safely away.

Our Pantry is kept well stocked by the generosity of our parishioners and by local traders and supermarkets that we now have a great relationship with. So far all set up costs have been met by the kindness of donors and our Pantry has run at zero cost to our church funds.

At the time of writing, we are now regularly seeing over 20 families visiting us each week. We still deliver to several FSW families who are unable to come to us. Through our relationship with Littlehampton Community Fridge, we are able to put out fresh fruit, vegetables and eggs. Visitors to our Wednesday Coffee Break sessions are also encouraged to benefit from this as the food would otherwise be thrown away. In this way we are able to prevent food waste whilst helping with our community's weekly food bills.

We will be carrying out a survey in January where Pantry users will be encouraged to give feedback so that we could determine whether we are helping to meet their food needs. Other questions that will be asked will help us understand if we are accessible to the wider community and also what other services and activities they would like to see from our church.

Our Pantry has featured in the Littlehampton Gazette, All About Rustington, The Worthing Herald and our own Seasight.

Special thanks to our suppliers: Church Parishioners; Sarah and Scott at the Butcher and Deli; Ali Whitburn, Community Champion at Morrisons in Littlehampton; Rachel Dew, Manager at Sainsbury's in Littlehampton; Littlehampton Fridge; and COOK shop in Rustington. Thank you to all Pantry Volunteers for their commitment and support. *Charlie Sims*

## **Parish Prayer Time**

In September, having committed to pray each week at home, we invited those who felt able, to start coming together again each Monday morning at 9.30am. We meet at the back of church in a

socially-distanced circle for 30 or 40 minutes of informal prayer. A member of the group will have given us a thought to help us get started, and there are always a number of cards on the Prayer Tree in the south aisle from folk who've come into the building during the week, whether visitors or regular worshippers.

Typically, there'll be around 8 of us present, and it is a joy and privilege to set aside this time to pray, whether silently, listening to God, or out loud, in a totally unpressured atmosphere. We pray for personal needs known to us, for the life of our wider community, and for national and global concerns.

The group is completely open, and if you're free and would like to give it a try, you will be very welcome. *James Spanner*

### **Sacristans**

Sacristan team - *Claire Birkhead, Henry Bott, Jean Bulley, Susan Fisher and Carol Garside.*

After a quiet start to the year, when the church was closed for public worship, the Sacristans team resumed duties in May, when the church re-opened.

With a change to Sunday service times, we assist at 08.30 and 10.00. The team also assist on Wednesday at 11.00.

We continue to be supported with the laundering of material items used at communion, including altar and credence cloths. Also, with the cleaning of the silverware vessels, used for communion.

Some members of the team represented the Sacristy on the ongoing Chancel Group Working Party, as the furniture in the Chancel area is being refurbished.

We give thanks for those who contribute to this ministry and those who have stepped down; Brenda Meakins has ably assisted as Sacristan and Server for many years.

We are pleased to welcome Carol Garside to the Sacristan team, as Carol unites this duty with the role of Server.

If you would like to know more about what we do, or join the team, please speak to Claire Birkhead. *Claire Birkhead*

### **Seasight**

The year started with another national lockdown because of Covid 19 and the February edition was only made available online. After that distribution was handled by Benedict, Charlie Sims, Pam Brooks and ourselves until as the year progressed the pre pandemic system was reintroduced whereby the team of distributors come to the office to collect their bundles of magazines to deliver.

It was decided at the Seasight Committee Meeting held in November that the subscriptions for 2022 would be collected at the end of the year and on the request form would be added a line asking for a voluntary donation for 2021. This seemed the simplest solution to what was initially a difficult year getting the magazine out.

At the end of the year, we had two new members join the Seasight Team, Fran Tuppen and Sarah McCurrach. Fran will be looking after the distribution and collection of subscriptions, while Sarah will handle the advertising in the magazine. We welcome them both aboard the group and the contribution they will bring.

It was also agreed at the November meeting that the separate Seasight bank account would be closed and hence forward all monies would be handled by the PCC Finance Team.

We thank all those who have contributed articles over the last year, all the distributors, Charlie Sims, Benedict, Pam Brooks, Gillian Lindsey our secretary, Glyn Mathias our treasurer and Julie Churcher our Chairman. *Jean and Bob Bulley. Joint Editors*

## **WAFFLE – Women About Fellowship, Fun, Laughter and Entertainment**

Co-ordinating group: Ann, Julie, Jenny, Thelma and Sue.

After the various lockdowns, the ladies of WAFFLE managed to eventually get together in August 2021 with a trip to Highdown Gardens. The weather was a bit drizzly, but we had a gentle walk around the renovated gardens followed by a Cream Tea in the Highdown Hotel. It was really lovely to get together, and great fun to catch up once again. The autumn meetings were back in the hall and included talks about the Pier Road Café & Art, Clive and Sue from Arun Talks with a delightful journey around the beautiful gardens of Sussex, followed in November by a splendid talk from Bernard Standen about his life as an airline pilot! Our Christmas get together was good fun - the activity for the evening was decorating Christmas Crackers, a very creative endeavour indeed, and everyone finished up with a fantastic seasonal decoration.

As always, our meetings conclude with delicious refreshments.

WAFFLE meets on the 2<sup>nd</sup> Wednesday of every month at 7.30pm except in August, when we usually get out and about on a trip of some sort. *Jenny Everett*

### **WAFFLE Accounts**

Opening Balance at 01 January 2021.	£668.74
Income (September to December 2021).	£268.70
Expenditure (September to December 2021).	£339.24
BALANCE IN HAND.	£598.20
Closing Balance at 31 December 2021.	£598.20
(£56.38 cash - £541.82 Bank)	

*Julie Churcher*

### **The Welcome Group with the Pastoral Visitors**

*(The Welcome team – Jean Allison, Shirley Fisher, Jenny Forse, Rosemary McLachlan, Joan Phillips)*

2021 has been another 'Year of the pandemic' but it has not stopped the 28 Pastoral Visitors being aware of church members in their area. Visiting has been sporadic, but the telephone has helped to fill the gap. We are grateful to those who have printed off the notice sheet and Natalie's weekly update for those without the internet. This is a lifeline for the housebound!

It is encouraging to see 'strangers who are becoming friends' joining us in church on a Sunday morning. Members of the Welcome Group are always available to greet new folk and to suggest that they might like to come into the church hall after the Parish Eucharist for coffee/tea. Many are filling in the Welcome card, leading to an invitation to a Welcome Afternoon.

We enjoyed such an event when we attended the Vicarage on July 25<sup>th</sup> last year. We moved around getting to know some of the 15 who came. Natalie welcomed our guests and encouraged us all to get involved in some aspect of church life. We trust that people will have read the church activities booklet and want to be a part of the church family using their gifts as they are able. Application forms for Seasight, our monthly magazine and the Parish Giving Scheme were also available. The Welcome team enjoyed the afternoon, and we trust that everyone else did as well!  
*Pam Brooks*





## ***After the meeting:***

### **Commemoration of those who left us in 2021.**

Lord of all, we praise you  
for all whom we love but see no longer,  
who have entered into their rest.  
Give us grace to follow in their footsteps  
as they followed in the way of your Son.  
Thank you for the memory of those you have called to yourself:  
by each memory, turn our hearts from things seen  
to things unseen,  
and lead us till we come to the eternal rest  
you have prepared for your people,  
through Jesus Christ our Lord. Amen.

### **A Prayer for Ukraine**

God of peace and justice,  
we pray for the people of Ukraine today.  
We pray for peace and the laying down of weapons.  
We pray for all those who fear for tomorrow,  
that your Spirit of comfort would draw near to them.  
We pray for those with power over war or peace,  
for wisdom, discernment and compassion to guide their decisions.  
Above all, we pray for all your precious children, at risk and in fear,  
that you would hold and protect them.  
We pray in the name of Jesus, the Prince of Peace.  
Amen  
*Archbishop Justin Welby*  
*Archbishop Stephen Cottrell*

### **A prayer from Oscar Romero**

It helps now and then to step back  
and take the long view.  
The kingdom is not only beyond our efforts, it is even beyond our vision.  
We accomplish in our lifetime only a tiny fraction of the magnificent enterprise that is God's work.  
Nothing we do is complete,  
which is another way of saying  
that the kingdom always lies beyond us.  
No statement says all that could be said.  
No prayer fully expresses our faith.  
No confession brings perfection,  
no pastoral visit brings wholeness.  
No programme accomplishes the Church's mission.  
That is what we are about.  
We plant the seeds that one day will grow.  
We water seeds already planted,  
knowing that they hold future promise.  
We lay foundations that will need further development.  
We provide yeast that produces effects  
far beyond our capabilities.  
We cannot do everything,  
and there is a sense of liberation in realising that.  
This enables us to do something,  
and to do it very well.  
It may be incomplete, but it is a beginning, a step along the way, an opportunity for the Lord's  
grace to enter and do the rest.  
We may never see the end results,  
but that is the difference between  
the master builder and the worker.  
We are the workers, not the master builders, servants, ministers, not messiahs.  
We are the prophets of a future not of our own.  
Amen.

