

# Trustees' Annual Report and Financial Report

The Parochial Church Council of

## St Mary's Binsted

For the year ended 31 December 2019

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*Incumbent:* The Revd T JC Ward MA St Mary's Vicarage, The Street, Walberton, Arundel

*Independent examiner:* Mr Charles Dixon, Pear Tree Cottage, The Street, Walberton, Arundel

*Bankers:* NatWest Bank, Littlehampton

# Parochial Church Council of St Mary's Binsted

## Trustees Annual Report for 2019

### Aim and Purposes

The primary objective of St Mary'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 Revd Timothy Ward, in promoting in the ecclesiastical parish the whole mission of the Church pastoral, evangelistic, social and ecumenical.

### What we planned to do to achieve our charitable objectives

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'.

The council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

In particular we try 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 Christ;
- Provision of pastoral care for people living in the parish;
- Maintaining the fabric of the church building as a historic centre and focus of life in the village.

### What we achieved and how we affected beneficiaries' lives

#### *Church attendance*

There were 18 members on the church electoral roll, 10 of whom are not resident within the parish as of 31st December 2019. The usual Sunday attendance over the whole year remained at 25 adults (being the median figure). The one service held in October had 24 adults attending but this number increased at festivals, especially during Advent and Christmas which were community events. The church meets on the first Sunday of the month and for the festivals of Easter, Rogation, Harvest, Advent (Carols) and Christmas. It draws people together from Binsted and the surrounding villages to worship in a traditionally Anglican style using the Book of Common Prayer. The PCC is grateful for the support of Walberton Choir and its musicians at festivals. There was one funeral but no weddings or baptisms.

The PCC allowed the building to be used by Binsted Arts Festival in June which was well attended. A donation of £150 was received with gratitude from their committee. We opened the church for the Ride and Stride sponsored event for Sussex Historic Churches Trust. The harvest produce was given to Stonepillow, a charity for the homeless. Plein air, an art group, visited to spend an afternoon painting watercolours of the church and churchyard

During the December the vicar gave permission for residents to hold an annual Christmas party in the church which was well attended and much appreciated. The church was beautifully decorated and

the community felt supported at a time when it is under threat from the proposed A27 Arundel bypass. It is hoped that it may be repeated under PCC auspices in 2020.

### *PCC Fabric Review of the year*

The PCC met four times during the year. There were no standing committee meetings.

The vestry window repair was completed in January and the porch glazing later in the year. Sadly two of the panes have been broken probably by an air pistol pellet. Mr Bentley presented his bill for the reduction of the oak carried out in late 2018.

The American organ was serviced and a new damp chaser installed. The fire extinguishers were serviced in October

Following the survey undertaken by Ecclesiastical Insurance Office the wardens have smart watered all the interior fixtures and furniture.

Our cleaner, Sally Whitelegg retired during the year and the cleaning is now done by church volunteers which was our previous policy.

Fiona Allerdyce visited, at our request, to assess the wall painting in the north window embrasure. She felt that there had been remarkably little deterioration since she first undertook stabilisation work in the 1980s and indicated no work is required at the moment. The north wall provides a stable level of light heat and moisture. The importance of the painting may allow us to upgrade the listed status to 2\* which would make it easier to access grant funding.

The PCC continue to encourage members' involvement with Friends of Binsted Church who organise a charity fund raising Strawberry Fayre each year which helps to fund repairs to the church. We are very grateful for their support although we recognise this will not be happening in 2020.

## **Financial Review 2019**

Year-end balances were £6,338.51 (CBF) and £4,150.93 (NatWest), being £799.77 more than the previous year.

During the year we received a total of £3,731.71 (2018: £3,350) via our 'envelope' and standing order schemes and other donations which qualify for Gift Aid, and £1,109.93 from other donations, rather more than the previous year. Collections were slightly up at £1,605.30 (2018: £1,455.91). A substantial Gift Aid claim resulted in a receipt of £2050.01. A grant of £150 was received from the civil parish council towards maintenance of the churchyard which was spent. An insurance claim of £842 was received. As always, the PCC would like to acknowledge the kind and generous donations that we have received - with much gratitude to the individuals and organisations concerned.

The Parish Contribution for 2018 was £4,624 as expected (2018: £4,533), Insurance in the year amounted to £637.83.

The rector received £180 in ministerial expenses which equates to about 10% of his expenses in a typical year. There was some £1,240 spent on church yard maintenance. Church repairs and associated fees were 1,610.40. The Accounts for the year ended 31<sup>st</sup> December 2019 produced a small surplus of £755.82 for which we are thankful.

We are most grateful to Charles Dixon, MA, FCA for continuing to examine our Accounts. Mr Dixon performed the task cheerfully and meticulously - as we have learned to expect - and we also much appreciate his efficiency and ancillary advice.

## Why we hold Reserves

Our policy, which we review each year, is to maintain reserves sufficient to ensure payment of our day-to-day outgoings on a continuing basis (since those outgoings are not always matched by our incoming resources) and also to seek to ensure a general fund large enough to enable essential repairs to the fabric of St Mary's to be undertaken in a timely fashion.

## Structure, governance and management

The PCC is a charity, but is excepted from registering with the Charity Commission within the meaning of section 30 of the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

During the year 2019 the following served as members of the Parochial Church Council:

### *Ex Officio members*

Incumbent:	The Revd Timothy Ward	<i>Chairman</i>
Wardens:	Mrs Kate Mills	
	Mrs Carolyn Coles	

### *Elected Members*

Mrs Patricia Alp	
Mr Robert Baly	
Mrs Susan McNaughton	<i>Secretary</i>
Mr Edward Martineau	<i>Treasurer</i>
Mrs Penny Hadley	
Mr Mike Tristram	

### *Deanery Synod*

Mrs Carolyn Coles

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 6 members of the church who are elected at the Annual Parochial Church Meeting (APCM) plus up to 2 members co-opted by the PCC. Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

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



Date 31 July 2020

## 2019 Receipts and Payments for St Mary's Binsted

RECEIPTS:	2019	2018
Collections	1605.30	1455.91
[Box] and non-Gift Aid donations	1145.87	1724.62
Envelope Scheme (Gift Aid)	1181.71	900.00
Donations (Gift Aid)	2550.00	2450.00
Other donations and receipts	1109.93	762.60
Fees	239.00	474.00
<b>Total</b>	<b>7831.81</b>	<b>7767.13</b>
Other Receipts:		
Gift Aid reclaimed	2050.01	1796.96
<b>Total</b>	<b>2050.01</b>	<b>1796.96</b>
Restricted Receipts:		
Walberton PC contribution for maintenance of churchyard	150.00	-
<b>Total Receipts:</b>	<b><u>£ 10,031.82</u></b>	<b><u>£9,564.09</u></b>
PAYMENTS:		
Parish contribution	4624.00	4533.00
Fees due to diocese	-	299.00
Rector's ministerial expenses	180.00	380.00
Organist's fees	-	-
Southern Electric	465.50	417.36
Flowers etc	-	-
Churchyard maintenance	1240.00	600.00
General expenses	1156.10	1922.46
Bank charges	-	-
<i>Other church work:</i>		
Church Repairs & associated fees	1610.40	1547.40
<b>Total payments</b>	<b><u>£9,276.00</u></b>	<b><u>£9,699.22</u></b>
Total receipts	10031.82	9564.09
Total payments	<u>9276.00</u>	<u>9699.22</u>
Deficit [Surplus] on the year	755.82	-135.13
Add CBF transfer	-	-
Add NWB balance at 1st January 2019	<u>3444.68</u>	<u>3579.81</u>
Balance per accounts	4200.50	3444.68
Adjust for post 31st December entries	-49.57	-46.22
	<b><u>£4,150.93</u></b>	<b><u>£3,398.46</u></b>
NWB balance as at 31st December 2019	<b><u>£4,150.93</u></b>	<b><u>£3,398.46</u></b>

## Statement of Assets & Liabilities of St Mary's Binsted as at 31st December 2019

	2019	2018
<i>ASSETS</i>		
<i>Unrestricted funds</i>		
 <i>Reserve account (held on CBF deposit)</i>		
Balance b/f 1st January	£6,291.21	£6,260.10
Interest	£47.30	£31.11
Transfer to General Fund	-	-
Transfers from General Fund	-	-
Balance c/f 31st December	<u>£6,338.51</u>	<u>£6,291.21</u>
CBF deposit account	£6,338.51	£6,291.21
Bank account	<u>£4,150.93</u>	<u>£3,398.46</u>
	<u>£10,489.44</u>	<u>£9,689.67</u>

**NOTE:**

*Restricted receipts & payments*

*RECEIPTS*

Walberton PC for maintenance of churchyard.	£150.00	£200.00
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*LIABILITIES*

None

**This financial report for the year ended 31st December 2019, including any notes following, was approved by the PCC and signed on their behalf by Reverend Timothy John Conisbee Ward, PCC Chairman**

**TJCW**

Date: **31 July 2020**



# Independent Examiner's Report to the PCC of St Mary's Church, Binsted for the Year Ended 31<sup>st</sup> December 2019

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Mary, Binsted, on the annual report for the year ended 31<sup>st</sup> December 2019 set out on the preceding pages which I have initialled.

**Respective  
responsibilities of  
trustees and examiner**

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
3. to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

**Examiner's signature**



**Examiner's name** CAPITALS

CHARLES DIXON

**Date**

27/04/20

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

F.C.A

**Examiner's address**

PEARTREE COTTAGES THE STREET WALBERTON  
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