

Trustees Annual Report and Financial Report

The Parochial Church Council of

The Church of the Ascension Peacehaven and Telscombe Cliffs

For the year ended 31 December 2015

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The Church of the Ascension, Arundel Road, Peacehaven

Incumbent: Not appointed

Assistant Curate: Revd Charlie Goring, 79 Ambleside Avenue, Telscombe Cliffs, BN10 7LN

Independent examiner: Ian M Sawyer, Mannings Farm, Edburton, Henfield, BN5 9LJ

Bankers: Nat West, 239 South Coast Road, Peacehaven, BN10 8LZ

Parochial Church Council of The Church of the Ascension, Peacehaven and Telscombe Cliffs Trustees Annual Report for 2015

Structure, governance and management

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

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

Ex Officio members

Incumbent:	Not appointed	
Curate:	The Revd Charlie Goring	Chairman
Wardens:	Mrs Rosemary Prust	
	Mr Malcolm Dick	Deanery Synod

Elected Members

	Mrs Lynne Truelove	Secretary
	Mr Malcolm Prust	Treasurer
	Mrs Debbie Skilton	
	Mr Robin Skilton	Deanery Synod
	Miss Emma Wilson	
	Mr Peter Brownjohn	
	Miss Jill Gray	

Child protection officer

Miss Sarah Prust

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 those members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

Aim and Purposes

The primary objective of The Church of the Ascension'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 curate, the Revd Charlie Goring, in serving the community through regularly held services in church, alongside pastoral work, social activities, occasional offices of weddings, baptisms and funerals, Tikes and Trikes Toddler Group, Space at the Table and through the use of our church hall at reasonable cost to members of the community,

Objectives and Activities

In their Mission Action Plan for 2014 – 2016, the PCC set out their aim as 'To equip The Church of the Ascension to be fit for purpose Spiritually, Practically and Financially', the main objectives were:

- Spiritually – to explore the formation of a Healing Ministry, to move the Praise Service into the hall and have breakfast before the service, to enhance the current projection and sound equipment and to add to the team that could use this equipment.
- Practically – to investigate the possibility of using some of the grounds for car parking, to consider whether the chairs in the church could be replaced
- Financially – to increase awareness of the financial situation, to encourage regular giving so that the church can pay more to its parish contribution.

The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish.

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

When planning our activities for the year, the Curate 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'. 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;
- 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 the Church of the Ascension, Peacehaven and Telscombe Cliffs.

Achievements and performance

Church attendance

There are 64 parishioners on the church electoral roll.

The average weekly attendance, counted during October, was 34 but this number increased at festivals.

Review of the year

1. The full PCC met nine times during the year.
2. The 5th Sunday 9.30 am Breakfast and Praise service continued to be well supported by people of all ages.
3. Kidz Club continued to run on the 2nd and 4th Sunday of each month alongside the 9.30 am service providing teaching and activities for the younger members of the congregation. Emma Wilson did a great job in leading this but has now had to step down because of her study commitments.
4. Coffee Mornings at the Meridian Centre were held three times during the year and raised £609. Thanks go to all who helped prepare food and man the stalls.

Besides the Coffee Mornings there were 5 fund raising events held. The first was a Valentine's Disco and then in May the Band of Brothers concert was extremely well attended and the Cream Teas proved popular once again. In July there a successful Summer Fair and the final event was a Table Top Sale in October. In total £1273 was raised.

Our thanks go to those who organise these events and those who helped at them.

5. It was only possible to run 1 Space at the Table (SATT) event during 2015 due to not enough volunteers being available on the appropriate dates.

6. The church hall continues to be well used by the community with a mixture of children's groups (Brownies, Rainbows and Harlequin Dance School) and adult exercise and dance groups. The Church also runs its own parent and toddler group (Tikes and Trikes) which is attended by up to 20 families. The hall is also used for fundraising and social evenings for the church community.

The hall proved invaluable at the start of 2015 during the time the church boiler was being repaired with several Sunday services being held in it and was also well used for the 60th Anniversary Celebrations.

It was decided during the year to cease hiring the hall for children's parties.

7. On the weekend of 26th/27th September the church celebrated the 60th Anniversary of the of the current church building. We were blessed with wonderful weather which allowed us to eat outside on both days. On the Saturday we had over 100 people take up the invite to have Lunch with us. A great deal of interest was shown in the display about the history of the church which Jill Gray had worked so hard on, including the production of a booklet of which over 40 copies were sold. Thanks to the work of Peter Brownjohn assisted by Rose Waterman there was a stunning display of flowers in the church which added greatly to the occasion. The Bishop of Lewes Richard Jackson along with Archdeacon Martin led the Sunday service which was also well attended. This was followed by lunch which was enjoyed by all. Thanks go to everyone who made the weekend so successful and enjoyable.

To complete the celebrations a special Dinner was held on Friday 20th November which was attended by over 40 people. The meal was prepared and served by 5 pupils from Peacehaven Community School, under the guidance of Mr Nick Gates and Miss Sarah Prust, as part of their Food Tech GCSE course. Everyone who attended not only appreciated the great food but also the friendly and caring way in which the young people looked after us.

This was a successful example of the church and community working together to the advantage of all concerned.

8. 'Tikes and Trikes' continues to flourish with a good number of mums, dads and grandmothers attending with their children.

9. In the absence of a Vicar the church wardens, Revd Charlie Goring and the PCC worked hard to keep the church active. The wardens were also heavily involved in the process to find a new incumbent. After several rounds of advertising and interviews they were pleased to announce the appointment of Revd Tim Mills who with his wife Priscilla and their family will be joining us in February 2016.

10. The major repair work during the year was the repair of the church boiler. Thanks go to everyone involved from the architect and engineers to the fellowship who were so generous and prompt with their giving and to Malcolm Dick for the many hours he spent working in a very cold church.

11. Church cleaning days over the year have helped to make the church more user friendly and less cluttered.

12. There were no reported Health and Safety incidents during the year.

The annual review of the Church Risk Assessment was undertaken in November for both the Church building and the Hall. Although most of the control measures identified to eliminate the risks have been implemented some remain to be addressed in 2016.

Thanks go to Richard Turvey for his work as Church Health and Safety Manager.

Financial Review

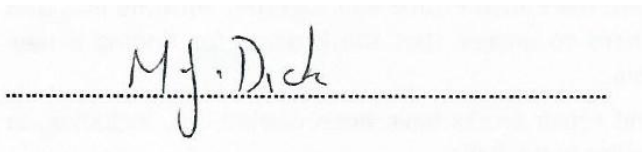
1. The total receipts on general unrestricted funds received were £33,462 and are detailed in the Financial Report.
2. The planned giving through envelopes and banker's orders decreased by 26% and our total voluntary income including tax recovered decreased by 13%.
3. The largest expenditure of the PCC was the sum of £14,288 paid to the Diocese to cover ministry costs. This amount covers the housing and stipend and pension costs of the clergy and the church insurance and also a standard sum for diocesan central costs, clergy training and a contribution to national church funds.
4. However it should be noted that the church is only meeting 21% of the total costs allocated to this church and only 33% of the direct costs of this parish which is £43,746.
5. The second major outlay was the cost of repairing the church boiler. There was a great response to this need and including reclaimed Gift Aid £4406 has been donated. The cost of the repair came to £4348 leaving £58 in a designated New Boiler fund.
6. The Hall Letting Income for 2015 exceeded the costs by £3288, this was as a result of no major repairs being required and an increase in Letting Income of 33% (£1917). Thanks go to Lynne Truelove for looking after the Lettings.

Reserves Policy

It is the PCC's policy:

- to maintain a balance on the general unrestricted funds which equates to approximately three months worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £12,565 at the end of 2015 achieved this.
- to invest temporarily surplus funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account, as they are needed, to pay day-to-day bills. At the end of 2015 £6,369 was invested in this way.
- to hold the balance of the Church Decoration Restricted Fund until required for work in the church. At the end of 2015 £268 was held.

This Trustees' Annual Report was **approved** by the PCC and signed on their behalf by Mr Malcolm Dick, Church Warden



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Date 10th April 2016

Receipts and Payments Summary of Financial Activities

	<i>Unrestricted</i>		<i>Restricted Fund/s</i>	<i>Endowed Fund/s</i>	<i>Total All Funds 2015</i>	<i>Total All Funds 2014</i>	<i>Notes</i>
	<i>General Fund</i>	<i>Designated Funds</i>					
	£	£	£	£	£	£	
Income and endowments from:							
Donations and legacies	17,700	310	-	-	18,010	17,648	
Other Income	-	4,096	-	-	4,096	550	
Charitable activities	1,206	-	-	-	1,206	1,467	
Other trading activities	10,112	-	-	-	10,112	8,032	
Investments	36	-	2	-	38	51	
Total received	29,054	4,406	2	-	33,462	27,748	3
Expenditure on:							
Raising funds	70	-	-	-	70	85	
Charitable activities	28,000	4,348	-	-	32,348	31,141	
Total paid	28,070	4,348	-	-	32,418	31,226	5
Reconciliation of funds:							
Net income or (net expenditure)	984	58	2	-	1,044	(3,478)	
Transfers between funds	-	-	-	-	-	-	
Net movement in funds	984	58	2	-	1,044	(3,478)	
Bank accounts at 1 January 2015	11,255	-	266	-	11,521	14,999	
Bank accounts at 31 December 2015	£12,239	£58	£268	-	£12,565	£11,521	

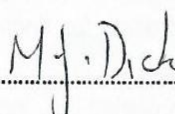
Statement of Assets and Liabilities

	<i>Unrestricted</i>		<i>Restricted Fund/s</i>	<i>Endowed Fund/s</i>	<i>Total All Funds 2015</i>	<i>Total All Funds 2014</i>	<i>Note</i>
	<i>General Fund</i>	<i>Designated Funds</i>					
Assets:	£	£	£	£	£	£	
Bank current account	6,090	58	-	-	6,148	1,178	
Petty Cash	47	-	-	-	47	11	
CBF Deposit Fund	6,102	-	268	-	6,370	10,332	
Bank and deposit accounts	£12,239	£58	£268	-	£12,565	£11,521	
Kitchen supplies fund	50	-	-	-	50	50	
Kidz Club fund	30	-	-	-	30	-	
Hall lettings	664	-	-	-	664	953	
Gift Aid recoverable	2,007	3	-	-	2,010	1,406	11
Telscombe share of Candidate Expenses	205	-	-	-	205	-	
Debtors	£2,751	£3	-	-	£2,754	£2,409	
Investment assets at market value	-	-	-	-	-	-	
Investment assets at cost	-	-	-	-	-	-	
Total assets	£14,990	£61	£268	-	£15,319	£13,930	10
Liabilities:							
Church - Electricity	15	-	-	-	15	28	
Church - Gas	21	-	-	-	21	70	
Hall - Electricity	35	-	-	-	35	38	
Hall - Gas	102	-	-	-	102	344	
Ambleside-Water Charges	316	-	-	-	316	332	
Vicarage - Gas and Electric	3	-	-	-	3	33	
					-		
Total liabilities	£492	-	-	-	£492	£845	

This Financial Report for the year ended 31st December 2015, including the notes following, was

Approved by the PCC and signed on its behalf by

Mr Malcolm Dick, Church Warden


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Date 10th April 2016

Notes to the Annual Financial Report

- The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments basis.
- The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.

3 Analysis of total received:	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2015	Total All Funds 2014	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
<i>Planned giving (excl. tax refunds)</i>	5,555	-	-	-	5,555	7,509	
<i>Loose cash collections</i>	5,321	-	-	-	5,321	5,570	
<i>Collection for leaving gift</i>	-	-	-	-	-	139	
<i>Reimbursement from Telscombe Church</i>	257	-	-	-	257	38	
<i>Gift Aid recovered</i>	2,629	310	-	-	2,939	2,892	
<i>Donations/Legacies</i>	3,938	-	-	-	3,938	-	
<i>Gift from Telscombe Church</i>	-	-	-	-	-	1,500	
Donations and legacies	£17,700	£310	-	-	£18,010	<i>£17,648</i>	
<i>Boiler Repair/New Boiler Fund</i>	-	4,096	-	-	4,096	-	
<i>Miscellaneous</i>	-	-	-	-	-	550	
Other Income	-	£4,096	-	-	£4,096	<i>£550</i>	
<i>Fees for weddings and funerals</i>	1,206	-	-	-	1,206	1,094	
<i>Charitable Collections</i>	-	-	-	-	-	373	4
Charitable activities	£1,206	-	-	-	£1,206	<i>£1,467</i>	
<i>Church Hall - Lettings</i>	7,768	-	-	-	7,768	5,851	
<i>Church Hall - Donations</i>	60	-	-	-	60	130	
<i>Church Hall - Coffee Money</i>	462	-	-	-	462	691	
<i>Church Hall - Lunches and Breakfast</i>	191	-	-	-	191	0	
<i>Church Hall - repayment from Church</i>	0	-	-	-	0	143	
<i>Petty Cash - Donations</i>	-	-	-	-	0	20	
<i>Coffee Mornings</i>	609	-	-	-	609	669	
<i>Fund Raising Events</i>	1,022	-	-	-	1,022	528	
Other Trading activities	£10,112	-	-	-	£10,112	<i>£8,032</i>	
<i>Bank & CBF deposit interest</i>	-	-	-	-	-	-	
<i>CBF investment fund dividend</i>	36	-	2	-	38	51	
<i>Rent from letting of investment property</i>	-	-	-	-	-	-	
Investments	£36	-	£2	-	£38	<i>£51</i>	
Total received on all funds	£29,054	£4,406	£2	-	£33,462	£27,748	

4 Donations/Legacies consisted of £1,000 Legacy and £2,938 Donations.

Notes to the Annual Financial Report

5 Analysis of total paid:	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2015	Total All Funds 2014	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
<i>Hire of Meridian Foyer</i>	50				50	65	
<i>Lottery Licence</i>	20				20	20	
Fundraising funds	£70	-	-	-	£70	£85	
Hall - Utility Bills	2,322				2,322	2,241	
Hall - Repair/Buildings work	114				114	2,527	
Hall - Insurance	966				966	960	
Hall - Music Licence	136				136	115	
Hall - Leaving Party Costs	-				-	211	
Petty Cash - Cleaning	181				181	1,248	
Petty Cash - Other Expenses	283				283	369	6
<i>Charity Giving</i>	1,305				1,305	509	7
<i>Parish share to Chichester Diocese</i>	14,288				14,288	14,000	8
<i>Expenses - Vicar</i>	370				370	2,334	
<i>Expenses - Curate</i>	2,745				2,745	3,431	
<i>Regular church running expenses</i>	933				933	662	
<i>Church Utility Bills</i>	1,123				1,123	797	
<i>Music/Audio</i>	217				217	215	
<i>Buildings Maintenance</i>	664	4,348			5,012	1,053	
<i>Lunches/Breakfasts</i>	235				235	267	
<i>Other Expenses</i>	1,594				1,594	202	9
<i>60th Anniversary</i>	524				524		
Church activities	£28,000	£4,348	-	-	£32,348	£31,141	
Total paid on all funds	£28,070	£4,348	-	-	£32,418	£31,226	

6 Petty Cash - Other Expenses consists of Postage and Admin £41, Food £92,Boiler £50, Gifts £70 and Kidz Club £30

7 Charity Giving was £66 to Space at the Table, £1171 to TEAR Fund and £68 to Save the Children

8 The Parish share to the Chichester Diocese is for the payment of Clergy and other central costs. The full cost of parish ministry for the post of Vicar will amount to £68356 for 2016, which is shared with Telscombe church .

9 Other Expenses consists of Advert and Candidates Expenses £1,388 purchase of Barbecue and items for kitchen £143 and Easter eggs £63.

10 The Restricted fund represents accumulated donations and appeals for the decoration of the church buildings

11 Gift Aid is recoverable on donations received up to year end, since the last claim was submitted on 21st July 2015, covering donations to 30th June 2015.

12 No payments were made to PCC members in the year other than for reimbursement of expenses incurred on behalf of the PCC.

2 members received reimbursement for Photocopying, Cleaning Materials, Food for breakfasts and lunchies, Gifts, Hotel Rooms, CD Player, Barbecue and teaching materials amounting in total to £1,419.

13 Transactions with persons related to PCC members: None

14 Transactions with related charities: None

Notes to the Annual Financial Report

15 Statement of funds	Balances b/fwd 1 Jan 2015	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2015
	£	£	£	£	£
Designated Funds					
Boiler Repair/New Boiler Fund	-	4,406	(4,348)		58
	-	4,406	(4,348)		58
Restricted Funds					
Church Decorations Fund	266	2	-	-	268
	266	2	-	-	268
Unrestricted Funds					
General fund	11,255	29,054	(28,070)	-	12,239
	11,255	29,054	(28,070)	-	12,239
Total funds	£11,521	£33,462	£(28,070)	-	£12,565

The restricted fund is the Church Decorations fund.

The Independent examiner's report to the PCC of The Church of the Ascension, Peacehaven and Telscombe Cliffs

I report on the accounts of the PCC for the year ended 31st December 2015, which are set out on pages 5 to 9.

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Church Accounting Regulations and section 144(2) of the Charities Act 2011 (*'the 2011 Act'*) do not apply.

It is my responsibility to:

- Examine the accounts under the Church Accounting Regulations and section 145 of the 2011 Act;
- To follow the procedures laid down in the general directions of the Charity Commission under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.


Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission and to be found in the Church guidance, 2013 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

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

Signed.....

Date..... 29 MAR 2016

Ian M Sawyer
Mannings Farm
Edburton
Henfield
BN5 9LJ