

Parochial Church Council of St. Nicholas, Arundel

Annual Report for 2019

Administrative information

St. Nicholas is situated in London Road, Arundel. It is part of the Diocese of Chichester within the Church of England. All correspondence should be addressed to the Parish Office, London Road, Arundel, West Sussex BN18 9A.

During the year and since the year end to the date of signing this report, the following served as members of the Parochial Church Council (PCC):

Incumbent & Chairman:	The Revd Canon David Twinley	
Curate:	The Revd. Dominik Chmielewski (since June 2019)	
Wardens:	Mr Graham Toole-Mackson Mrs. Sue Hine	
Diocesan Synod Representative:	Mr. John Booth	
Deanery Synod Representatives:	Mrs Wendy Eve Mrs. Heather Howlett Mr. Graham Toole-Mackson Mrs Frances Wallace	
PCC Secretary:	Mrs Clare Toole-Mackson	
Elected Members:	Mr. Nathan Davies-Pugh Mr. Jeremy Fraser Mr. Ian Graham Mr. Roy Haworth Mr. Ken Merron Mr. John Morrison Mr. Michael Plummer	Dr. Andrew Mott(resigned Dec. 2019) Mrs. Cathy Perry Ms. Isabelle Pietersz Mr. Charles Smiles Mrs. Helen Summers Mr. Terry Tunmore

Structure, governance and management

St Nicholas PCC is a charity registered with the Charity Commission, Registered Charity Number 1134404. The method of appointment of PCC members is set out in the Church Representation Rules 2017. PCC members are responsible for supporting the Vicar in the mission and ministry of the church, the parish finances and maintaining the church building.

The full PCC met four times during the year. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These committees, which

include Fabric, Finance, Pastoral & Mission, Heritage and Social Events, are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

The PCC is committed to the safeguarding, care and nurture of all the members of the parish and takes due regard to guidance issued by the House of Bishops on matters relating to the safeguarding of children and vulnerable adults.

ST. NICHOLAS, ARUNDEL with Tortington

Trustees' Annual Report for 2019

The parish was delighted when the Vicar was appointed an Honorary Canon of Chichester Cathedral and members attended his Installation as Canon of Ipthorne. Earlier in the year the parish had welcomed the Revd. Dominik Chmielewski as Curate.

Aims and Purposes

St. Nicholas' Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Canon David Twinley, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is also specifically responsible for the maintenance of the Church of St. Nicholas, London Road, Arundel, and the churchyard of St. Mary Magdalene, Tortington.

Objectives and Activities

When planning our activities for the year, we have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

In particular, we try to enable people to live out their Christian faith as part of our parish community through:

- Worship and prayer.
- Learning about the Gospel and Christian faith; and developing their knowledge, devotion and trust in Jesus Christ.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work. Including:
 - Offering people a warm welcome to the church.
 - Supporting Arundel Church of England (Aided) Primary School
 - Supporting local charities, including Turning Tides, Family Support Work (FSW), Arun Home Start and Littlehampton Foodbank.
 - Supporting FEAST (For Education and Social Transformation), a charity working to help the poor and needy of Southern India.

We encourage ecumenical relations by maintaining a close relationship with our Christian partners in Arundel and with our link parish in Stegaurach, Germany.

To facilitate all this work it is important that we maintain the fabric of the Church of St. Nicholas and the churchyard at St. Mary Magdalene, Tortington.

Worship and Prayer

The church is open daily for prayer. There are a variety of services during the week including Morning and Evening Prayer, a daily Eucharist from Tuesday to Friday, and services at 8.00am and 10.00am on a Sunday with Choral Evensong held on the first Sunday of each month.

Following his ordination as Deacon on the 29th June, and his attendance at his first Eucharist, hospitality was given to the Revd. Dominik Chmielewski, his wife Barbara, and children, by way of welcome.

There are 149 parishioners on the Electoral Roll, (following the 2019 revision) of whom 46 are not resident in the parish. It is always remarkable, following a revision, how regular members of the congregations fail to complete the appropriate forms. The average weekly attendance, counted during October, was 233, and over the four weeks there was a total attendance of 934 people. This shows an increase in this month over 2018.

The congregations increased substantially at festivals, and on Easter Day 213 adults and 36 children attended church, of whom 223 received communion. At the Harvest Festival there 158 adults and 46 children at the 10am service.

In 2018 the Holy Saturday Easter Vigil was re-introduced (it was held annually until 1996) and in 2019 59 adults attended.

There were 126 at the Midnight Mass. The Crib Service on Christmas Eve was attended by 324 people, and children from the church school joined the junior members of the choir for the service.

The parish continues to welcome families to the church. The average attendance of children on a Sunday was 18 in 2019 but there are often more children on the first Sunday of the month, for the Family Eucharist.

We were pleased to welcome nine people for baptism during the year and there were six who took part in their First Communion Service.

There were 6 weddings, and 17 funerals and memorial services in the church during the year. The Vicar also conducted services elsewhere, such as crematoria, and there have been 9 Interments of Ashes, including two at Tortington.

A large number of the church family are involved in leading various aspects of worship, such as sacristans, intercessors, lesson readers, choral singers. A consistent number of young people act as acolytes, cross-bearers, etc.

A member of the congregation, Mrs. Wendy Eve, was Mayor of Arundel in 2019 and the Mayoral Service took place in St. Nicholas on 15th September.

The Healing Team, which offers prayer for healing during the Sunday 10.00am Eucharist, was recommissioned in 2018. Monthly healing services were introduced at the Tuesday evening Eucharist.

Our worship is considerably enhanced by our hard-working and talented Director of Music, Sarah Plumley, and the large choir, which has a maximum of 30 members, including young people. A Choral Evensong on the 7th July was well attended and was followed by a reception hosted by the Friends of St. Nicholas Church, in the Collector Earl's Garden at Arundel Castle.

Learning and Education

In addition to the clergy preaching on a Sunday and during the week:- during Lent, Helen Summers, Tim Worley, Wayne Morgan and Frances Wallace led the two Lent Courses, which were greatly appreciated by all who attended. The Pastoral and Mission Committee, led by Tim Worley, its Chairman, organised various events throughout the year, in particular running a workshop at a Lay Ministry Conference at Sussex University and the Parish Away-Day. Father Dominik undertook an Advent bible study on Colossians.

In June/July the Vicar gave five lectures on the Development of Orthodox Christian Thought in the 1st and 2nd centuries. These were extremely well attended, both by members of the congregation and of other churches.

First Communion classes were held for young people who took their First Communion on Sunday 7th July

The Sunday Group for school-age children is led by a dedicated team of volunteers. It provides a rich programme of learning for the children of St Nicholas' with speakers often from the congregation. It has an average weekly attendance of 12, the highest number being 18.

In addition The Group, for young people of secondary school age, meets once a month with an attendance averaging 6 young people.

Pastoral Care

Most of the pastoral care is currently undertaken by the clergy. This includes visiting in times of sickness and bereavement, regularly visiting Arundel Hospital and St Richard's Hospital in Chichester, and taking communion to the residents of The Priory Nursing Home.

In addition members of the laity take home communion to the housebound and residents of Warwick Court.

Three members of the church, Debbie Flint, Helen Summers and Tim Worley, undertook pastoral visitor training as part of the Authorised Lay Ministry initiative. They were commissioned by the bishop at the beginning of 2019 and subsequently formed a new lay pastoral visiting team.

Safeguarding

In order to raise awareness of our commitment at St. Nicholas to promoting 'a safer church' and fulfilling a duty of care to protect the vulnerable in the church community, the following are in place:-

- All members of the PCC have DBS certificates
- All Sunday Group leaders and helpers have DBS certificates (including 3 pending)
- All others with roles that involve direct contact with children or vulnerable adults

have DBS certificates

- All the above have been reminded of the obligation to complete the Diocesan Safeguarding Training. A checking system is now in place to ensure that all those with DBS certificates are up-to-date with relevant training
- We have 7 volunteers who have acquired enhanced DBS status this year. We can now offer a wider range of activities for children including off-site or overnight stays
- Sunday Group volunteers have requested and arranged First Aid training
- Helen Summers and Wayne Morgan are Safeguarding Officers and completed a DBS training course in November 2019

The parish will be subject to a safeguarding inspection by the Diocese on 5th March 2020. A folder of relevant paperwork has been prepared as evidence that St. Nicholas meets the expectations and requirements of good safeguarding practice.

Mission and Outreach

Offering a Warm Welcome

On a Sunday the sidesmen offer a warm welcome to people coming to services. During 2019 there were five sidesmen on duty at each 10am Sunday Eucharist and at major festival services. This has helped with the smooth running of services and receives many favourable comments.

Since the introduction of a system of stewards in the church it has been calculated that more than 25,000 people visit the church each year. Daily numbers are recorded by the stewards when carrying out their duties. It has become an invaluable outreach from many points of view.

The system of stewards has attracted many favourable written comments from visitors, such as, "Thanks for the warm welcome", "Very peaceful, quite beautiful!", "Inspirational!", "Lovely place, friendly welcome", "Interesting history, lovely welcome", "Thank you for keeping the church beautiful", "Lovely to see there is an active Sunday School", "Wonderful surprise, what a gem!" and many other similar generous comments, particularly from foreign visitors.

It is clear from the Visitors' Book that people from almost every country in the world come to St. Nicholas. An Australian visitor wrote, "An absolutely amazing experience!" An Austrian visitor wrote "We appreciated the friendly giving of information". We are proud to have guide leaflets in six different languages, English, French, German, Spanish, Italian and Polish!

Christian hospitality is a major feature of the life of St. Nicholas, for its own congregation and for the wider community. In no particular order, 85 people attended the Harvest Barbecue, in and

outside the church, and some 1870 people from all over England took advantage of the refreshments and welcome provided by St. Nicholas during the Feast of Corpus Christi. A large number of people attended Christmas Drinks in the Vicarage. The Pop-Up Cafe over a period of eight days during the Arundel Festival in August proved as popular as ever, with a considerable attendance from far and wide. All these events generate fellowship among the congregation, as well as the opportunity for outreach.

In addition to these major events St. Nicholas hosted the DAC Roadshow in October, which was very well attended. On Shrove Tuesday there was a pancake supper after the Communion Service. Bring-and-Share suppers are held occasionally after weekday evening services.

An active and hard-working Social and Events Committee, led by Fiona Maxwell, oversees and organises many of these events. It is one of the great assets of the parish that people always volunteer to help with events.

A Mother and Toddler Group regularly uses the church during term time on Friday mornings.

The church hosts concerts by the internationally known Hanover Band and appropriate events organised by The Friends of St. Nicholas. Two local musical groups, Riversong and our own Barbershop Quartet rehearse in the church. A Come-and Sing event was held in the church to raise funds. During five days in May the Hanover Band had recording sessions in the church. A member of our congregation, John Barkshire, gave talks on the history of the church each day during the Arundel Festival, which were very well received.

The Church Fete in 2019, once more in the church and grounds in June, was regarded as an outstanding success, with people from far and wide visiting the event and the church. It was organised by a remarkable team of four parishioners and raised the amazing net sum, after direct expenses, of £6,085, possibly an all-time record. It is felt that this event could be regarded as a 'Church Open Day' as it brings a wide selection of people into the church and its grounds.

In August the church hosted the Sussex Sculptors' exhibition for ten days during the Arundel Festival.

Three new events took place during 2019. The first was a Palm Cross making coffee morning in April by an exuberant group of about 20 people. There were two special events for young people, the first on 6th September when a sleepover took place in the church and great fun was had by all those attending, including the adults! On 15th December 29 the young people had a Hogwarts Dinner in the church.

Supporting Arundel School

The Vicar, the Curate, and the Revd. Andrew Wadsworth lead worship at the school one day a week, together with other visiting ministers and the Chaplain from the Littlehampton Academy. In addition the Vicar and a number of members of the church are Foundation Governors. The Vicar has a formal meeting with the Head Teacher each month.

In 2019 the vicar started leading monthly RE development sessions for the staff.

There has been an increasing interaction between the church and the school over the past year. The children visit St. Nicholas on a regular basis to enhance their learning and the work with the church's Heritage Committee has provided an enriched curriculum for the upper school. The pupils came to learn about the history of the church, rebuilt in 1380, and to examine the medieval graffiti and masons' marks.

As usual, the church welcomed pupils and parents to the School Carol Service in December 2019.

Supporting Charities

During the year the church community gave gifts to Chestnut Tree Hospice, Turning Tides and Family Support Work. Lent lunches also raised money for charities and a donation box was provided each week for people's gifts to the Littlehampton Food Bank.

The church also hosted a cafe to raise funds for Family Support Work.

In the summer of 2019 St. Nicholas' once again offered hospitality for the 'Ride and Stride' event which supported Sussex Historic Churches. A 'Walkathon' organised by Terry Tunmore also raised money for St. Nicholas' Church and another charity.

A major outreach, comprising both financial and practical support, is undertaken by the FEAST project, (For Education and Social Transformation), for a community in Tamil Nadu in Southern India. £65,000 was also raised in 2019 for this charity. Father Jeremias from the community in India visited Arundel for 8 days in June.

Ecumenical Relations

During Lent St. Nicholas' joined with Arundel's Roman Catholic community for a weekly reflection on the Stations of the Cross.

On 7th June there was a Service of Unity in Arundel Cathedral for all three churches, in which St. Nicholas and the Baptist Church took part.

After the parish visit to Stegaurach, in Southern Germany, in the summer of 2018 contact was continued throughout 2019 with families and friends, and plans were made for our partner parish to visit Arundel in the summer of 2020.

Maintaining the fabric of the church

The parish continues to gain from the thinking, planning and work carried out by members of the Fabric Committee. In addition great gains come from our employment of Fred Long as a part-time caretaker. Although large-scale restoration work is the visible part of the Fabric Committee's activities, it is the methodical approach to ongoing care of the building that hopefully will keep it

secure for generations to come and also minimis the need to respond to major failures in stone, wood, lead or glass.

Restoration projects, however, have not disappeared from the life of the parish. Replacing the lead roof on the North Aisle has been a major challenge by delays brought about by the condition of many of the rafters. The wall paintings have been stabilised and protected. In addition it is planned to limewash the north side of the church. This is a significant step in the battle against water ingress and a firm foundation for the conservation of the wall paintings themselves. A great many thanks are due to parishioners, the Friends of St. Nicholas, Sussex Historic Churches Trust, the National Heritage Fund and the Bats in Churches project for bringing together sufficient funds for the North Aisle repairs to go ahead.

Unfortunately we need to complete the same repair on the south side of the church. As part of this project we hope to repair both the West and St. Nicholas windows, both of which required emergency attention in 2019.

The Parish Garden will come into operation mid-way during 2020. Specialist equipment has been required to deal with a number of tree stumps. Support from the Angmering Park Estate, who own the land, has been exceptional and generous. Special thanks are also due to the sponsors of grass, hedges and fences. Work on a permanent ramped entrance remains a challenge.

Heritage Committee

From November 2018 members of the Heritage Committee have been researching details of the rich heritage of St. Nicholas. Co-operation with the Archaeology Department of the University of Southampton, the Archivist of Arundel Castle and the Librarian of Lambeth Palace has been extremely useful as has access to records held in the church as well as in the West Sussex archives. During 2020 research will be collated, catalogued and then electronically archived. In addition a large exhibition will be held in the Parish Garden where the history will be shared with a very large number of local people as well as visitors during the festival of Corpus Christi.

Committee members and other members of the parish are also supporting an Arts Society in-depth recording of all church artefacts. This work will take up to three years to complete and will provide the church, as well as the County Record Office and the British Museum, with a great deal of information concerning the church. Alongside this, Committee members have produced an electronic conservation record of significant items in the church. This will underpin future maintenance and restoration activities. It will also be a valuable resource for individuals seeking more information concerning St. Nicholas.

A supporter of Heritage activities at St. Nicholas, John Desmond has produced a detailed record of all memorial stones in the churchyard and their precise location, which is invaluable from a historical point of view. He deserves grateful thanks for this work.

A great debt of gratitude is also owed to John Barkshire, as the Committee's Chairman, to John Morrison for his indefatigable researches, and to David Gillard for his professional input.

Finance Committee

The Finance Committee is charged by the PCC to ensure the financial affairs of the Church are handled prudently and in accordance with Charity Laws.

The Committee, which includes the Treasurer, meets at least 4 times annually. It sets and monitors a budget for recurrent costs (e.g. church running expenses, maintenance, Diocesan Parish Share) and income from Parish Giving Scheme, collections, Gift Aid, donations and appeals. Working with the other Church committees, the aim is to ensure the financial stability of St. Nicholas with Tortington. Recurrent costs, even with strict control, rise each year and the challenge is to have income do the same. As expected a noticeable rise in costs from the previous year's figures occurred in 2019.

The Planned Giving Scheme has not grown, since its adoption in 2013, as quickly as hoped in either donors or donations. In 2019, the PGC received £47,870 in donations, on which we received £11,494 in Gift Aid, making a total income from the scheme of £59,364. At the end of 2019 there were 56 donor accounts, having lost 5 and gained 4 new donors during the year. Taking into account that several donor accounts include husband and wife and several other single accounts, which may well include husband and wife, it is estimated that 76 parishioners make use of the scheme. All parishioners are encouraged to make their regular, hopefully increasing, giving through this scheme, particularly as it assists in recovering Gift Aid.

The Committee exercises a monitoring role on the receipt and use of Restricted Funds. Very substantial amounts are used for restoration projects, under the control of the Fabric Committee, with some smaller funds contributing to the maintenance of the church and its fittings.

Arundel Church of England School

The last Section 8 inspection by OFSTED in January 2019 rated the school as "Good". Under the excellent leadership of Andrew Simpson, the Head Teacher, it was noted that 'all leaders, including the Governors have an unswerving mission to enable pupils to thrive'.

The results at the school continue to be outstanding and the school is in the top 4% nationally in reading. The Year Six cohort showed excellent progress and the highest results in the locality have been obtained in terms of progress and attainment.

Sport and music continue to play an important role in the life of the school. The choir sing at a range of local events and the school is at the top of the locality sports league, which includes 9 local schools. The school qualified for every Southern Area final and was the winner of Sussex Sports School of the Year.

Naturally the PCC is delighted to hear of the school's considerable successes in education, music, and sports. It is delightful that the school has hosted events to raise money for both the Stegaurach partnership and the FEAST project.

St Mary Magdalene Church, Tortington

The number of people attending services at Tortington Church continues to rise. At the Christmas Carol Service there was standing room only. Alongside the leadership of the Vicar and the Curate, Sarah Plumley has ensured that services are musically well-supported, often with the assistance of various instrumentalists.

The Friends of Tortington bring about a rich programme of events during the year and the St. Nicholas Barbershop Quartet provide an excellent start to events that run through the period of April to November. The funds raised are used for the care of the church and the comfort of people attending services and events. The lavatory, path, electricity supply and care of trees have all been given appropriate attention and the work of Di Somerville and John Desmond ensures that the churchyard, together with the church itself, are a source of inspiration for all that visit.

The church is in the care of the Churches Conservation Trust, which has given considerable praise to the local support provided for the church. From 2020 onward the Friends are setting out to raise funds so that more substantial restoration activities can take place. Without doubt the bell-cote and tiled roof are in need of some attention.

The Friends have also established an apiary in the churchyard. Only one hive produced sufficient honey for sharing with human beings. It is truly delicious and purchases of it brought £500 worth of income to the Friends, and the bees gained copious amounts of sugar solution in return.

In 2019 the number of individuals paying £10 to be Friends of the church dropped. It is thought that the likely reason for this in many cases is due to the contact restrictions imposed by the new National Data Collection Regulations. 2020 membership leaflets are available at Tortington, from St. Nicholas Parish Office and from John Morrison

Volunteers

St. Nicholas has always been extremely fortunate in the number of people who willingly carry out a large number of voluntary tasks. It is always invidious to name individuals because of the danger of omitting someone who might be worthy of mention, but it is felt that special thanks should be given to Fiona Maxwell, the Parish Administrator, whose efficiency and charm are appreciated by everyone. Mention must also be made of Dr. Andy Mott for his dedication as Chairman of Governors of Arundel C of E School until his retirement in December 2019. He was succeeded by Mrs. Sue Hine. Mike Plummer, Chairman of the Finance Committee until the Autumn of 2019, and Jeremy Fraser, our Treasurer, deserve thanks also. John Morrison, the Chair of the Fabric Committee, deserves special thanks for his dedication and professionalism and for his leadership in regard to the restoration projects at the church. Sarah Plumley, our gifted Organist and choral trainer is also deeply appreciated, who as a result of her enthusiasm and musical skills regularly has a choir of 30 singers.

Grateful thanks also go to our flower arrangers, sacristans, cleaners and everyone who contributes to the running of the church. Of course particular thanks are also due to our Assistant Clergy, Canon Brian Cook, Fr. Andrew Wadsworth and Deacon John Smith.

Financial Review

The Finance Committee is charged by the PCC to ensure the Financial affairs of the Church are handled prudently and in accordance with Charity Laws.

The Committee, which includes the Treasurer, meets at least four times annually. It sets and monitors a budget for recurrent costs (e.g. church running expenses, maintenance, Diocesan Parish Share) and income from the Parish Giving Scheme, collections, Gift Aid, donations and appeals, working with the other church committees to ensure the financial stability of St. Nicholas with Tortington. Recurrent costs, even with strict control, rise each year and the challenge is to have income do the same.

The Planned Giving Scheme has not grown since its adoption in 2013 as quickly as hoped, in either donors or donations. In 2019 the PGS received £47,870 in donations, on which we received £11,494 in Gift Aid, making a total income from the scheme of £59,364. At the end of 2019 there were 56 donor accounts, having lost five and gained four new donors during the year. All parishioners are encouraged to make their regular, hopefully increasing, giving through this scheme particularly as it assists in recovering Gift Aid.

We are pleased with the increase in total income in 2019, £154,325 (2018 - £135,022) however total expenditure also increased to £157,182 (2018 - £142,443) decreasing the deficit to £2857 (2018 - £7421) a very pleasing result.

The Committee exercises a monitoring role on the receipt and use of restricted funds. Very substantial amounts are used for restoration projects under the control of the Fabric Committee with some smaller funds contributing to the maintenance of the church & its fittings.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

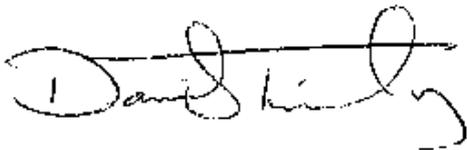
The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements the trustees are required to:-

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;

- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation;

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities' Act 2011, the Charity (Accounts & Reports) Regulations 2008 and Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the PCC on 17th September 2020 and signed on its behalf by

A handwritten signature in black ink, appearing to read 'David Twinley', written in a cursive style.

The Revd. Canon David Twinley
Incumbent

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2019

	Notes	Unrestricted Funds 2019 £	Restricted Funds 2019 £	TOTAL FUNDS 2019 £	TOTAL FUNDS 2018 £
Income from:					
<i>Donations and legacies</i>	2a	123,771	159,370	283,141	250,091
<i>Other trading activities</i>	2b	19,173	-	19,173	14,258
<i>Investments</i>	2c	813	304	1,117	946
<i>Charitable activities</i>	2d	10,568	-	10,568	3,213
Total income		154,325	159,674	313,999	268,508
Expenditure on:					
<i>Raising funds</i>	3a	3,853	147	4,000	6,247
<i>Charitable activities</i>	3b	153,329	173,968	327,297	204,584
Total expenditure		157,182	174,115	331,297	210,830
Net (expenditure)/income before transfers		(2,857)	(14,441)	(17,298)	57,678
Gross transfers between funds		-	-	-	-
Net incoming resources before other recognised gains & losses		(2,857)	(14,441)	(17,298)	57,678
Gains / (Losses) on investment assets		-	3,434	3,434	(594)
Net movement in funds		(2,857)	(11,007)	(13,864)	57,084
Total funds brought forward at 1 January		44,577	129,393	173,970	116,885
Total funds carried forward at 31 December		41,720	118,386	160,106	173,970
		=====	=====	=====	=====

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

BALANCE SHEET AT 31 DECEMBER 2019

		2019	2018
Fixed assets	Notes	£	£
Tangible fixed assets	5	0	0
Investments	6	22,630	19,196
		-----	-----
Total fixed assets		22,630	19,196
Current assets			
Debtors	8	3,243	6,944
Short term deposits		60,100	60,100
Cash at bank and in hand		78,703	92,301
		-----	-----
		142,047	159,345
Creditors: amounts falling due within one year	9	4,571	4,571
		-----	-----
Net current assets		137,476	154,774
		-----	-----
Creditors: amounts falling due in over one year	10	0	0
		-----	-----
NET ASSETS	7	160,106	173,970
		=====	=====
Funds			
Restricted funds	11	118,386	129,393
Unrestricted funds	11	41,720	44,577
		-----	-----
		160,106	173,970
		=====	=====

Approved by the Parochial Church Council on and signed on its behalf by:

S Hine - Churchwarden

G Toole-Mackson - Churchwarden

The notes on pages 11 to 18 form part of these financial statements

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

a Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards (FRSSE 2015) and Statement of Recommended Practice (FRSSE) 2015 Accounting and Reporting for Charities.

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 Fund accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

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.

c Income

All incoming resources are accounted for gross.

Donations and legacies

Collections are recognised when received.

Planned giving receivable is recognised when received.

Income tax recoverable on Gift Aid donations is recognised when it is due.

Grants and legacies are recognised when the PCC recognises that an inflow of economic benefit is probable.

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 each year.

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2019

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 an outflow of economic benefit is probable.

Church Activities

The diocesan parish contribution is accounted for when paid.

e Fixed assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by section 10 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 for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2001 have been capitalised in the accounts and depreciated over their useful economic lives (see below).

All expenditure on consecrated or beneficed buildings, and individual items costing less than £1,000, are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Office equipment consisting of:

Fixtures and fittings	15% straight line
Computer equipment	25% straight line
Grand piano	10% straight line
Inalienable fixed assets	10% straight line

Investments

Investments are stated at market value at the balance sheet date.

f Current assets

Amounts due to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provisions for amounts that may prove uncollectable.

Short-term deposits include cash held on deposit with CBF Church of England Funds.

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEI

NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 31 DECEMBER 2019

2 Income	Unrestricted	Restricted	TOTAL	Unrestricted	Restricted	TOTAL
	Funds	Funds	FUNDS	Funds	Funds	FUNDS
	2019	2019	2019	2018	2018	2018
	£	£	£	£	£	£
<i>a Donations and legacies</i>						
Planned giving	56,017	-	56,017	57,999	-	57,999
Collections at all services	10,547	1,252	11,799	7,980	-	7,980
Sundry donations and appeals	24,802	158,118	182,920	25,974	133,197	159,171
Income tax recoverable	27,266	-	27,266	19,941	-	19,941
Legacies	5,139	-	5,139	5,000	-	5,000
	123,771	159,370	283,141	116,894	133,197	250,091
<i>b Other trading activities</i>						
Fetes and other fund-raising events	19,173	-	19,173	14,258	-	14,258
<i>c Investment income</i>						
Dividends and interest	813	304	1,117	657	289	946
<i>d Charitable activities</i>						
Fees from weddings etc	10,568	-	10,568	3,213	-	3,213
Total income	154,325	159,674	313,999	135,022	133,486	268,508

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 31 DECEMBER 2019

3 Expenditure

	Unrestricted Funds 2019 £	Restricted Funds 2019 £	TOTAL FUNDS 2019 £	Unrestricted Funds 2018 £	Restricted Funds 2018 £	TOTAL FUNDS 2018 £
<i>a Raising funds</i>						
Fete costs	1,640	-	1,640	1,766	-	1,766
Catering expenses	1,606	147	1,753	2,001	-	2,001
Other expenses	607	-	607	2,480	-	2,480
	-----	-----	-----	-----	-----	-----
	3,853	147	4,000	6,247	0	6,247
	-----	-----	-----	-----	-----	-----
<i>b Church activities</i>						
Missionary and charitable giving						
Overseas						
- FEAST	-	65,000	65,000	-	41,500	41,500
Lent Lunches - Homeless projects						
	-	-	-	-	-	-
Other	1,117	1,446	2,563	2,248	2,400	2,248
	-----	-----	-----	-----	-----	-----
Ministry costs						
- diocesan parish share	70,194	-	70,194	68,019	-	68,019
- other clergy costs	9,224	-	9,224	8,110	-	8,110
Church running expenses	16,008	-	16,008	14,315	-	14,315
Church maintenance	10,463	103,844	114,307	112	22,622	22,734
Upkeep of services	44,343	3,678	48,021	40,992	1,865	42,857
Depreciation	-	-	-	-	-	-
Governance costs	1,980	-	1,980	2,400	-	2,400
	-----	-----	-----	-----	-----	-----
	153,329	173,968	327,297	136,196	68,387	204,584
	-----	-----	-----	-----	-----	-----
	-----	-----	-----	-----	-----	-----
Total resources expended	157,182	174,115	331,297	142,443	68,387	210,830
	=====	=====	=====	=====	=====	=====

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 31 DECEMBER 2019**

4 Staff costs	2019	2018
	£	£
a <i>Wages and salaries</i>		23,664
<i>Social security costs</i>		1,805
	-----	-----
	-	25,469
	-----	-----

During the year the PCC continued to employ a Parish Secretary and an Organist.
No staff received remuneration greater than £60,000 in either year.

b Transactions with PCC members

Ms Diane Somerville, a member of the PCC, was hired as a gardening contractor for Tortington Churchyard and was paid £xxx during the year (2017 - £1,205).

There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

5 Tangible fixed assets

	Office Equipment	Grand Piano	Inalienable Assets	Total
Cost	£	£	£	£
At 1 January 2019	5,513	3,000	8,360	16,873
	-----	-----	-----	-----
At 31 December 2019	5,513	3,000	8,360	16,873
	-----	-----	-----	-----
Depreciation				
At 1 January 2019	5,513	3,000	8,360	16,873
Provided in the year	-	-	-	-
	-----	-----	-----	-----
At 31 December 2019	5,513	3,000	8,360	16,873
	-----	-----	-----	-----
Net book amounts				
At 31 December 2019	-	-	-	-
	=====	=====	=====	=====
At 31 December 2018	-	-	-	-
	-----	-----	-----	-----

The inalienable assets capitalised relate to items donated for the Lady Chapel, and have been depreciated over 10 years on a straight-line basis.

6 Investments

Market value at 1 January 2019	£ 19,196
Gains on annual revaluation	3,434

Market value at 31 December 2019	22,630

Holdings at 31 December 2019

671 shares in CBF Church of England Investment fund (2018: 671 shares)

580 shares in COIF Charity Funds investment fund (2018: 580 shares)

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 31 DECEMBER 2019**

6 Investments (continued)	2019	2018	
	£	£	
Upkeep of Tortington churchyard	3,143	2,666	477
F Tomkins Trust	2,877	2,440	437
Tyler bequest	4,486	3,805	681
Wiswell bequest	2,195	1,862	333
Eliza Rolls fund	9,929	8,422	1,507
	-----	-----	-----
	22,630	19,196	3,435
	-----	-----	-----

The historical cost of the above funds is not known.

In 2006 application was successfully made to the Charity Commissioners to use the capital as well as the income from the various trusts. Assets previously classified as Endowment Funds were transferred to Restricted funds as at 1 January 2006.

7 Analysis of Net assets by fund

	Unrestricted Funds	Restricted Funds	Total Funds 2018
	£	£	£
Investments	-	22,630	22,630
Current assets	46,291	95,756	142,047
Current liabilities	(4,571)	0	(4,571)
	-----	-----	-----
	41,720	118,386	160,106
	-----	-----	-----

8 Debtors

	2019	2018
	£	£
Income tax recoverable	3,143	3,143
Prepayments and accrued income	100	3,800
	-----	-----
	3,243	6,944
	-----	-----

9 Creditors: amounts falling due within one year

	2019	2018
	£	£
Accruals for utilities and other costs	2,171	2,171
Loans - From Archdeacon, for Restoration project	-	-
Other creditors - Independent Examiner's fees	2,400	2,400
	-----	-----
	4,571	4,571
	-----	-----

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 31 DECEMBER 2019**

10 Creditors: amounts falling due after more than one year

	2019 £	2018 £
Loans - From Archdeacon, for Restoration project	-	-
	-----	-----
	-	-
	=====	=====

The Archdeacon's loan is repayable by 5 annual instalments from December 2013 to December 2017
The amount of £5,000 payable within 2015, is shown in Creditors: amounts falling due within one year.

11 Statement of funds

	Balance b/f 01.01.2019	Income	Expenditure	Transfers, other gains and losses	Balance c/f 31.12.2019
Unrestricted Fund					
General fund	44,577	154,325	(157,182)	-	41,720
	-----	-----	-----	-----	-----
Restricted funds					
Belfry Fund	784				784
Eliza Rolls Fund	8,842	2,400	(2,050)		9,192
FEAST Indian Project	17,920	55,209	(65,148)		7,981
Flower Fund	-				-
Grand Piano	-				-
F Tomkins Trust	1,202	437			1,639
Tyler bequest	4,696	681			5,377
Upkeep of St Nicholas Buildings	-				-
Upkeep of Tortington Churchyard	6,470	521	(400)		6,591
West Window fund	1,341		(1,052)		289
Wiswell bequest	2,297	333			2,630
Quiet Room Appeal	14,065				14,065
Restoration Appeal	62,114	102,769	(104,021)		60,862
Churches Conservation Trust	500				500
Disabled Access	320				320
Carer & Toddler Group	-				-
Stegaurach funds	6,308				6,308
Vicar's Discretionary Fund	250				250
Collections fund	2,284	760	(1,446)		1,598
	-----	-----	-----	-----	-----
	129,393	163,110	(174,117)	-	118,386
	-----	-----	-----	-----	-----
Total funds	173,970	317,435	(331,299)	-	160,106
	=====	=====	=====	=====	=====

PAROCHIAL CHURCH COUNCIL OF St NICHOLAS, ARUNDEL

NOTES TO THE FINANCIAL STATEMENTS (Continued) FOR THE YEAR ENDED 31 DECEMBER 2019

11 Statement of funds - (continued)

Fund details

Former endowment funds were transferred to restricted funds as at 1 January 2006 - see note 6.

Capital as well as income may now be used for the specific purposes of the respective funds.

The main restricted funds at 31 December 2016 comprise:-

Eliza Rolls charity	Payments to the elderly and needy of the parish.
Grand Piano	The piano was donated in 2007. It was valued at £3,000 and was treated as an addition to Fixed Assets, and is being written off over 10 years.
FEAST Indian Project	A grassroots charity in southern India helping the poor through educational sponsorship, support for the elderly, housebuilding and help with small enterprises.
Flower fund	For provision of flowers for the church.
Lady Chapel fund	This arose as a result of donations received for the restricted purpose of the refurbishment of the Lady Chapel. The costs were treated as additions to inalienable assets. The depreciation of these assets over their expected useful life has been charged against the fund.
Quiet Space Appeal	Holds money donated for a quiet space in the Church.
Stegaurach Link	Money held for use for ecumenical visits to and from our Link Parish in Germany.
F Tomkins trust	Upkeep of the Tomkins window and general fabric of St Nicholas Church.
Tortington churchyard	The PCC is responsible for the upkeep of Tortington churchyard.
Tyler bequest	Upkeep of St Nicholas Church.
West Window fund	Holds money donated for the repair of the West Window.
Wiswell bequest	Upkeep of Tortington church and churchyard.

12 Connected charities

The Parochial Church Council has a connected charity, Friends of St Nicholas Church Arundel, formerly St Nicholas Building Trust, the main object of which is the maintenance of the church of St Nicholas, Arundel. The Trust may be contacted via the Trustees, c/o St Nicholas Parish Office, London Road, Arundel, BN18 9AT.