

**The Parochial Church Council of the Ecclesiastical
Parish of Gossops Green and Bewbush, St Alban's**

**Trustees Annual Report and Annual Financial Report
for the year ended
31 December 2022**

Registered Charity number: 1196796

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The Parochial Church Council of the Ecclesiastical Parish of Gossops Green and Bewbush, St Alban's

Officers and professional advisers

Trustees:

Ex Officio:

Incumbent: Revd. Ann Alexander (Chair)

Curate: Revd. Elizabeth Green (resigned 27 February 2022)

Wardens: Mrs Caroline Edwards (Vice Chair)

Mr Roger Gibson (resigned 22 May 2022)

Mrs Sue Richardson (appointed 22 May 2022)

Secretary: Mr Alan Magrath*

Safeguarding officer: Mr Andy Hoare

Elected members:

Mr Robert Higson

Ms Beverly Killick

Mr Andy Hoare

Mrs Jane Sharpe

Mrs Barbara Zanleoni (resigned 15 November 2022)

Mrs Tsitsi Chikukwa (resigned 22 May 2022)

Mrs Emma Humphrey

Mrs Sarah Magrath

Mrs Madeleine Taylor

Deanery Synod:

Mrs Sue Richardson

Ms Beverly Killick (resigned from Deanery Synod 22 May 2022)

**Despite being an ex-officio position this person has not taken up the role of a voting member of the PCC.*

Treasurer: Mr James May

Finance officer: Mrs Sue Richardson

Charity Number: 1196796

Registered office: St Alban's Parish Office
St Alban's Church Hall
Gossops Drive
Crawley
West Sussex
RH11 8LD

Independent Examiners: Darren Harding ACA FCCA DChA
Richard Place Dobson Services Limited
1-7 Station Road
Crawley
West Sussex
RH10 1HT

See Word document

Trustees Annual Report for 2022

Our aims and purposes

The Parish of Gossops Green and Bewbush consists of two main neighbourhoods on the west side of Crawley. Gossops Green and Bewbush PCC has the responsibility of co-operating with the Vicar, the Revd Ann Alexander, in:

- The promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England;
- Promoting in the parish the whole mission of the church, pastoral, social, evangelistic and ecumenical.
- To know Jesus better and make Him better known.
- Practical and spiritual support and care for all people living in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay;
- Maintaining the fabric of our buildings for worship and community life in order to facilitate our mission and outreach.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, our Vicar 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 trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake. For 2022 we discussed and planned the following objectives and activities to fulfil our aims:

- Enabling as many people as possible to worship at our church and making their experience of worship a welcoming and accessible one;
- Enabling as many people as possible to become part of our parish community;
- Teaching, baptising and nurturing new and existing believers;
- Considering how services and outreach events can involve the many groups that live within the parish;
- Putting faith into practice, through prayer and scripture, music and sacrament and helping to serve some of the needs of our local communities;
- Offering worship and prayer and learning about the Gospel in small group situations;
- Assisting people from all walks of life to develop their knowledge of, and trust in, Jesus;
- Provision of pastoral care for people living in the parish;
- Raising money and giving material support to various charities and missionary organisations;
- Reaching out to the unchurched through the provision of a variety of outreach events;

What we achieved and how we affected our beneficiaries' lives

Worship and Prayer

The church family welcomes visitors from within as well as outside the parish boundary to join us as members of the family. Visitors attend by personal choice and, it is our great pleasure to welcome anyone from all walks of life to take part in the life of our churches. We contend that voluntary attendance to worship the Lord Jesus Christ is a major demonstration of the public benefit of our activities.

I always enjoy the church service and activities, the church is always a warm friendly environment specifically organised for friends, family and those on their own like your truly. D.A. (Comment posted on Google Maps)

Trustees Annual Report for 2022

This year, attendances at Sunday, weekday Eucharist and other services, along with all church activities have been returning to normal after the severe impact of the Coronavirus pandemic. New members have been welcomed, and baptisms and funeral services have been held. There are 80 people on the electoral roll. This number has remained static over the past few years, however, several of our elderly parishioners have died over this time and several new members have joined us. Online streaming of services discontinued at Easter 2022 when the church layout was returned to 'the round' because the layout makes it impossible to prevent capturing the worshippers on screen. It has been a delight to see the post pandemic return of so many worshippers especially at Easter and Christmas and for special services such as the Harvest Service, Mothering Sunday, Messy Christingle Service, Sunday evening Taize, Lady Day and Wave of Prayer Services for the Mothers Union and a dedicated service for Open Doors. It also gave us great joy to host the Holy Trinity School Carol Service once again. The number of children who enjoy attending church is a joy to behold. At all age services and at other times our youngsters take part in worship by being readers, serving during worship, and leading the prayers. We are all very proud of the group of children who admirably led the Crib Service this year.

Provision of the church buildings for people to enjoy

St Alban's Church is open during the day for people to pray or just sit in a quiet and sacred space. One of our main focuses has always been to explore ways in which our church buildings can be used for groups and events that are of value to our local community in addition to church services.

During the sad and moving occasion of the death of Her Majesty Queen Elizabeth II, St Alban's Church was a focus of the local community's grief. When the community needed a way to express their grief the church was open every day for people to come and pray, sign the book of condolences, and light a candle. Volunteers were at hand at all times to pray and console and special prayers were held during the week of mourning. It was a moving example of just how important the local church is at a time of national mourning.

The church run Thursday coffee morning was re-launched as a registered 'Place of Welcome' centre in July. Several local councillors attended the launch and it has since grown into a vibrant weekly meeting place, also serving as a place of warmth during the current energy crisis. Local councillors, PCSO's and representatives from Age UK attend regularly to provide advice and practical help to those who attend.

Our Tiny Toes toddler group, launched in 2021, has grown enormously and is proving to be a very welcome wellbeing provision for the local community. Weekly attendance is usually about 14-16 families. A highlight of the year was the celebration of Queen's Platinum Jubilee when many elderly congregation members joined the parents and toddlers for cake and celebrations.

The Mother's Union makes good use of the church and hall for meetings and activities. Each year they prepare the Mothering Sunday posies for distribution, make Christmas 'Shine a Light' stars for the very young, pack socks for Brook House Immigration Removal Centre detainees and collect food donations for Family Support Work.

There are many other groups who use the church and hall, some of which include Age UK's afternoon teas, Steppers Dance Class, the AA group, Slimming World, and NHS Covid vaccination clinics.

The Barn Church Bewbush is no longer used for regular Anglican services but as a resource centre for the parish and as a community centre. The building is used by regular groups who provide services that benefit the community; The Barn Pre School, Desire to Dance, and Elim Pentecostal Church; as well as being used for one off events.

Provision of pastoral care for people living in the parish

It was an unusually quiet year for occasion offices. Four funerals, four baptisms and one wedding took place. Pastoral care is always provided after the funeral from the clergy. The vicar, pastoral care team and general fellowship amongst the church community continue to provide pastoral care through home communions, regular phone calls and visits including giving practical help when needed. A weekly emailed newsletter (also published on Facebook and hard copies delivered to those without internet access), food deliveries to those in need, and fellowship events have all ensured that our pastoral care is extended to everyone we can possibly reach, whether they are churchgoers or not.

Provision of tangible support to the poor and needy

Helping those in need is a demonstration of our faith. The parish has supported the Family Support Work charity throughout the year with regular food donations, Harvest donations and the annual Toy Service (which is the annual donation of toys and toiletries for children and their carers through Family Support Work). In addition, the St Alban's branch of the Mothers Union has also donated weekly food collections to Family Support Work. Food collections are also delivered regularly to the Free Shop Crawley. The parish supports Link to Hope by sending Christmas shoeboxes filled with goodies and knitted items for projects in Romania, Bulgaria and Ukraine. Regular collection boxes are held by members of the congregation to donate to the Children's Society. We also support the YMCA hub which supports young people as they move into adulthood through their 'Love in a Box' Christmas campaign and two congregation members help with cooking a weekly meal for the young people.

Teaching, baptising and nurturing new and existing believers in the Christian faith

We were delighted that Bishop Ruth came to Confirm two of our children after they had completed a Confirmation Course. Two younger children were admitted to Holy Communion on Easter Day after completing a First Holy Communion Course. Baptism preparation sessions are held with parents and Godparents before baptism. We hold our Lent Course during Lent and hold a weekly bible study group. Junior Church provides excellent teaching for our young people and is very much enjoyed by the growing numbers of children (often up to 16 or more children). It is always a delight to hear from the youngsters what they have learnt during the morning. School visits to the church are beginning again after the pandemic and the vicar visits three local pre-schools at Harvest, Christmas and Easter. The annual Good Friday Children's Workshop is enjoyed by many local children (45 attendees) as was the new Messy Christingle event (60 attendees).

The Future

We are excited that we are getting closer to installing a new heating system (we just need to raise another £6,000) which will enable many more church and community groups to make use of the church. This will enhance the lives and wellbeing of so many in our church and community and will further combat the growing problem of loneliness within society.

St Alban's is currently fundraising for various desperately needed improvements to the church building so that more mission, outreach and community work can be facilitated. Although the fundraising is moving slowly, we are delighted to have received a small grant of £2,000 from <http://www.benefacttrust.co.uk/> towards the building project.

The PCC's aim is to create a new accessible entrance, install toilets, the new heating system, a refreshment area, and repair the tower. This work will benefit both the church and the local community by providing an accessible worship space as well as a usable space for community use. As we recover from the economic and social effects of Covid 19 there is even greater need for our buildings to be used for and by the community to provide for the spiritual, physical and mental health and wellbeing of people in our neighbourhoods and beyond.

Trustees Annual Report for 2022

The Buildings Development Group continues to meet and is working on funding applications. The building work is more pressing than ever now that we have more church activities in the pipeline and more community groups needing space for their activities.

Financial Review

The summary of financial activities shows an increase in receipts which is attributable to the recovery from Covid-19 restrictions as follows:

- an increase in loose cash collections due to the enforced closure of the church in the prior year; and
- an increase in rental income as certain groups were unable to undertake their usual activities in the prior year.

The summary of financial activities also shows an increase in expenditure as a result of increased utility bills (due to global issue with prices) and repair costs (due to significant electrical repair works). As outlined in 2019's Trustees report the tower requires significant work in order to make it structurally sound and so further significant expenditure is expected to be incurred over the coming years. The PCC is fundraising restricted funds specifically for this project.

Why we hold some money in reserve

It is the PCC's policy that due to the age and condition of the buildings, it should work towards, and then maintain, a balance on the general unrestricted funds (excluding property) which equates to approximately three months of unrestricted payments as contingency against unforeseen situations. The closing balance on unrestricted funds at the end of 2022 was £19,461 (2021: £25,361) which achieved this.

Risk Management

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The PCC takes a minimal risk approach to operations. PCC meetings are held every 2-3 months to discuss risks (including upcoming events) and put in place insurance. With no fixed assets or debtors, the risk of impairment is minimal. Cash handling remains a risk, with segregation of duties taking place throughout the parish where possible. There is a Safeguarding Officer in place in order to ensure that we can manage vulnerable people appropriately.

Safeguarding statement

The PCC of the Parish of Gossops Green and Bewbush has complied with section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). The PCC of the Parish of Gossops Green and Bewbush is committed to implementing all safeguarding policies and practice guidance issued by the House of Bishops and have adopted the 'Promoting a Safer Church; Safeguarding Policy Statement'. The PCC has implemented the new requirement to have safeguarding arrangements on the front page of the parish's website and in the porch notice board. The parish has also achieved the SQP Level 1 quality assurance assessment.

Structure, governance and management of the charity

The Parochial Church Council (PCC) is registered with HMRC and became a registered charity with the Charity Commission in 2021. Its governing document is the Parochial Church Councils (Powers) Measure 1956. In 2022 we held six PCC meetings and an APCM. Six Standing Committee meetings were also held throughout the year. The members of the Parochial Church Council who served during the year are listed on page 1. Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, the churchwardens and members of the Deanery Synods), and 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM). As of the 2020 APCM there are no vacancies on the PCC. All members of the congregation are 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 Ann Alexander, PCC Chair.

A Alexander

Date: 11/4/23

The Parochial Church Council of the Ecclesiastical Parish of Gossops Green and Bewbush, St Alban's

**Independent examiners report to the Trustees of The Parochial Church Council of the
Ecclesiastical Parish of Gossops Green and Bewbush, St Alban's**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022 which are set out on pages 1 to 13.

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').

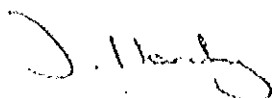
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

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.



Darren Harding ACA FCCA DChA

Richard Place Dobson Services Limited Registered in
England
Company Number 4681154
1-7 Station Road, Crawley, West Sussex, RH10 1HT

Date: 14 April 2023

Receipts and Payments Summary of Financial Activities

	Note	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2022 £	2022 £	2022 £	2021 £
Income and endowments from:					
Donations and legacies	2	38,483	4,630	43,113	36,985
Trading activities	2	32,640	-	32,640	23,624
Other receipts	2	4,598	-	4,598	2,577
Total received		75,721	4,630	80,351	63,186
Expenditure on:					
Raising funds	3	170	-	170	178
Charitable activities	3	60,805	-	60,805	54,158
Other payments	3	20,836	300	21,136	12,324
Total paid		81,811	300	82,111	66,660
Reconciliation of funds:					
Net income		(6,090)	4,330	(1,760)	(3,474)
Transfer (note 8)		187	(187)	-	-
Funds at 1 January		25,361	6,509	31,870	35,344
Funds at 31 December		19,458	10,652	30,110	31,870

Statement of Assets and Liabilities

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2022	2022	2022	2021
	£	£	£	£
Assets:				
Bank current account	19,458	10,652	30,110	31,870

Note 8 has further details on restricted funds.

Liabilities:

At the year end the following estimated liabilities existed (all to be paid from unrestricted funds):

	2022	2021
	£	£
Accruals	1,221	1,221
Other creditors	300	300
	<u>1,521</u>	<u>1,521</u>

This Financial Report for the period ended 31 December 2022, including the notes following, was approved by the PCC and signed on its behalf by The Revd. Ann Alexander, PCC Chair:

A Alexander

Date: 11/4/23

Notes to the Annual Financial Report

1. Basis of preparation

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.

2. Analysis of total received

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2022 £	2022 £	2022 £	2021 £
Planned giving (excl. tax refunds)	23,396	-	23,396	24,723
Planned giving (no tax refunds)	2,608	-	2,608	893
Loose cash collections	1,327	-	1,327	388
Special appeals	5,301	4,630	9,931	4,800
Gift aid recovered	5,851	-	5,851	6,181
Donations	38,483	4,630	43,113	36,985
Rental income	30,314	-	30,314	21,557
Fundraising events	2,326	-	2,326	2,067
Trading activities	32,640	-	32,640	23,624
Fees for weddings and funerals	1,499	-	1,499	2,387
Other receipts	3,099	-	3,099	190
Other receipts	4,598	-	4,598	2,577
Total received	75,721	4,630	80,351	63,186

Notes to the Annual Financial Report

3. Analysis of total paid

	Note	Total funds 2022 £	Total funds 2021 £
Event costs		170	178
Raising funds		170	178
Charitable donations		418	-
Parish share to Chichester Diocese	5	27,000	26,004
Salaries and honoraria incl NI	7	3,900	3,355
Clergy and other people's expenses		3,665	7,138
Mission costs		1,687	816
Insurance		4,250	4,113
Water, gas, electric, and oil		16,136	7,299
Printing and photocopying		2,704	2,127
Wedding and funeral costs		854	2,441
Other regular church running costs		191	865
Charitable activities		60,805	54,158
Maintenance & redecoration		19,226	9,954
Tower costs		300	300
Accountancy fees		1,146	1,110
Bank fees		86	96
Other payments		378	864
Other payments		21,136	12,324
		82,111	66,660

Of the above expenditure, only Tower costs (£300 (2021: £300)) were restricted and the remainder unrestricted.

4. Charitable status

On 26 November 2021 the Parish registered with the Charitit Commission. This registration has not impacted the Financial statements and the Parish has continued as the same legal entity.

5. Parish share to Chichester Diocese

The Parish share to Chichester Diocese of £27,000 (2021: £26,004) is for the payment of Clergy and other central costs. The full cost of the parish ministry amounts to £76,967 for the year (2021: £74,300). The shortfall is absorbed by the Diocese not payable by the parish in future years.

6. Gift aid

Gift aid is recoverable on donations received up to the year end. Due to the preperation on the basis of cash accounting, there is Gift Aid due on December's donation after the year end.

Notes to the Annual Financial Report

7. Payments to PCC employees

	2022	2021
	£	£
Gross pay	3,300	3,255
Honaria payments	600	100
Salaries and honaria per note 3	<u>3,900</u>	<u>3,355</u>

8. Restricted funds

The PCC continues to fund raise for a building project which will take place in phases but will result in the repair of the church tower, construction of a new entrance hall, the upgrade of WCs and the kitchen area, and a new church hall. At the year end all restricted funds related to this project.

	2022	2021
	£	£
Start of year	6,509	5,246
Income	4,630	1,563
Transfer	(187)	-
Expenditure	<u>(300)</u>	<u>(300)</u>
End of year	<u>10,652</u>	<u>6,509</u>

During the year a review of the restricted fund was carried out and it was identified that £187 was not correctly classified. As a result we have transferred £187 this year between funds.

9. Related party transactions

During the year there were various donations from trustees to the parish. Due to many being in cash it is not possible to quantify the amounts.

During the period there were various expenses paid for by trustees on behalf of the church (because cash floats are not given out), which were then reimbursed.

Furthermore the utility, council tax, and phone bills of the clergy and curates are paid by the charity, with rent and wages being paid by the Diocese (for which this charity pays through contributions, see note 3).

There were no other related party payments or receipts during the year.