

St. Peter's Church, Ardingly

Parochial Church Council

Registered Charity Number 1133803

Annual Parochial Church Council

29th April 2018

At St. Peter's Church Centre, Ardingly.

This follows the Annual Parish Meeting to be held immediately after the 10.15am Service.

Agenda

- 1 To receive apologies for absence.
- 2 To receive and approve the Minutes of the APCM of 2017.
- 3 Financial Statements of the PCC for the year ended 31st December 2017.
- 4 To receive the report of the Churchwardens on Fabric, Goods and Ornaments.
- 5 To receive a report on the Church Centre.
- 6 To receive a report on proceedings of the Deanery Synod.
- 7 To elect PCC Members.
- 8 To receive a report from the Parish Safeguarding Officer
- 9 To appoint Sidespersons (as per list attached)
- 10 To appoint the Auditor for the forthcoming year.
- 11 To receive the report of the Chairman.
- 12 To consider any other business.

Notes:

All Reports and Minutes are included with the Agenda.

The circulated reports will be taken as read prior to the meeting. They will be briefly introduced and there will be an opportunity for questions.

Jane Taylor Cheater Secretary to the PCC

“Live for Christ - Advance the Gospel”

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING HELD ON SUNDAY 30TH APRIL 2017, IMMEDIATELY FOLLOWING THE ANNUAL PARISH MEETING.

**Reports and Minutes on file.

The meeting was attended by 28 Parishioners.

1. Apologies: Apologies were received from: Margaret Dale; Barbara Boff; Jill Clark; Helen; Pam Dennis; Julie Woolley; George Ruse; Anne Kelly; Mick Lucas; Angela Box; Glenn and Jill Mills;.

2. Minutes: The Minutes of the APCM of 17th April 2016 were approved and adopted as a true record of the meeting. Carol Grossman proposed and Dick Ramsey seconded. This was agreed unanimously by a show of hands. Rev John Crutchley (Chair) signed them as correct.

3. Annual Report and Accounts: John Crutchley presented this item.

The improved financial outcome for 2016 justified the difficult decisions, hard work and much sacrificial giving on the part of the Membership. Although we were not able to pay 100% Parish Contribution, we were able to pay more than was expected and this year (2017) the outlook is much brighter and it is hoped we will be in a position to pay 80% whilst still providing Mission outreach/vision for our village. John emphasized the advantage of the Parish Giving Scheme on which we get Gift Aid at source. Close to 70% of those giving regularly to St Peter's use the Gift Aid Scheme and John urged everyone to consider using it as it is better all round for us and the Diocese. John gave a vote of thanks to Jean Jeffery for her hard, tireless work day-by-day paying the bills, banking the money etc and also a huge vote of thanks for Glenn Mills - an ex-Treasurer who had helped steer us through and helped us change the accounting package we use to one which is much simpler and easy to use.

Carol proposed, Michael seconded the vote of thanks for which there was unanimous endorsement.

4. Report of the churchwardens on the Fabric, Goods and Ornaments.

Nigel CW told us the web site is coming along. Otherwise it was all as in the report.

John C said looking ahead into the present year the PCC had a tentative idea to expand the tiny kitchen area at the back of the church, install a WC and create a safe space for children to use. There is a great deal to sort out eg we would need a septic tank for the WC which would involve digging up consecrated ground etc etc; removal of the pews is complicated as the heating pipes are intertwined and without the pews we would be left with just the pipes standing above stone floors and so forth. However, at a recent PCC we discussed getting St Peter's silver, which we never use, valued to see if it would realise sufficient funds to kick start the project.

5. Report on the Church Centre - John re-iterated what a blessing the Church Centre is. He told the meeting that we are improving it all the time to make it more attractive to hirers and that soon the integrated sound and vision system will be fully functional and also a loop for the hard of hearing is also coming. PCC has discussed our charges both the rates and the way we let the hall out and will advertise it on the web site and with flyers to attract more users to this very well equipped building.

6. To receive a report on the proceedings of the Deanery Synod. The Deanery Synod meetings are held four times a year in different churches in our Deanery - Cuckfield. Only those on the Deanery Synod eg (Priests, Lay Readers, elected Members) are able to vote but meetings are open to all Church Members to attend. Meetings are varied and it is a lovely way to meet and pray with other churches under the leadership of the Rural Dean.

7. To elect 2 new Deanery Synod Members.

Elections to the Deanery Synod are for a term of 3 years. The number of elected Members for each parish is dependent on the numbers on the Electoral Roll. With 95 Members on the roll we are able to vote for 2 Lay Members. Sally Crutchley and Dick Ramsey submitted completed nomination papers to stand for re-election to the Deanery Synod and with no other nominations they were elected unanimously en-bloc.

8. To elect 6 new PCC Members - By the same rules as above, with 95 on the Electoral Roll we are permitted to have 9 elected PCC Members. Rachel Cowling; Carol Grossman and Hazel Ramsey are mid-way through their 3 year term. I have received completed Nomination Papers for: Nigel Cheater; Deborah Ruse; Jill Clark; Stephen Doerr; Dick Ramsey and Sally Crutchley. Rachel Cowling Proposed Michael Denman Seconded. These six were elected en-bloc unanimously.

John Crutchley stressed that we all need to pray for the PCC and all the situations it has to consider that God will guide them and His Will be done.

9. To receive a report from the Child Protection Officer.

John Crutchley presented this item. He said that we are all too aware of the many problems in the Country as a whole and historically in our own Diocese of Chichester. He gave a vote of thanks to Caroline who he found very hard-working, able, alert and totally on top of her brief. He warned us all to be vigilant and if we saw anything at all involving a child or vulnerable adult which gave us cause for thought or concern to let either Caroline, himself, one of the Church Wardens or any of the other designated people know without delay however slight your concern; do not sit on it. The new Safeguarding Policy was approved by PCC in March 2017.

10. - To appoint Sides persons A list of those standing for appointment had been circulated and is on file. Sadly there were a number of deaths last year and John Witherington CW will be compiling a new Sidesman's/Welcomer's list. He asked that those who wished to be removed to contact him. John Crutchley urged everyone present to consider becoming a Sidesperson or Welcomer and told the meeting not to underestimate the impact it can have. If you would like to be on the list please speak to John Witherington.

11 - Adoption of new Independent Examiner. Once again on behalf of his employers Hilton Sharpe and Clarke, Matthew Hunt agreed to be our new External Examiner. It is hoped that with our simplified accounting system the job is reasonably straightforward but none-the-less we are extremely grateful to Matthew for agreeing on behalf of his employers to be our Independent Auditor again this year. Ben Sansom proposed he be adopted, Carol Grossman Seconded and it was carried unanimously.

12 Chairman's Report. Rev John Crutchley reported on this.

We have a small church, 2016 was a tough year. We have lost many dear friends - a lot of very dear people; it is not easy to say "Goodbye". We have a faithful church and we keep going alongside others who are also missing them but supporting us. Sally and I were discussing this the other day and we realised that small though St Peter's is a church with a good heart.

Challenges are faced by nearly all churches in the land. Mission outreach is important to St Peter's. We have Helping Hands which reaches out to those in need of any kind and draws people to Church; Angels and Urchins which is still going strong; we have a closer relationship with our C/E Primary School but we need to find ways of meeting the needs of the Village.

Rachel Cowling suggested when one is in despair and can't pray lighting a candle helps express all one is feeling. John replied that this was something PCC had discussed along with the prayer Cross that we already have. There are obvious safety issues but it was thought the benefits outweigh the risks which could be managed. St Peter's has a "Theology of Place" meaning it is exactly how one might imagine an old church, steeped in 700 hundreds of years of prayer and "atmosphere" and the building of itself able to give comfort. Words are also displayed to help people visiting.

John has been in St Peter's for 11 stressful years and is taking a Sabbatical. He will be away from the Parish for the whole of May and possibly some of June. In case of any queries we have three excellent Church Wardens in Nigel and John W and Phil. If there are any funerals then Sarah Upchurch has kindly agreed to officiate.

Michael Denman gave a heartfelt vote of thanks to John for all he does and all his wonderful preaching and hoped he has a relaxing holiday. This was endorsed by all present.

13 - To Consider Any Other Business. David Harris wanted to thank John and the whole Church for all the love, help and support given him in the difficult time since Jean's death. John Crutchley remarked that it showed what an amazing person Jean was that at her wonderful Thanksgiving Service, sad though we all were, it was so uplifting and everyone left with a smile in their hearts for having known such a wonderful person.

Phil Kelly brought the Mission flyers to our attention. PCC wanted flyers as an aid to Mission to give to newcomers to the Village telling them who we are, what we are about and how we can help. PCC wanted good quality, professionally printed flyers and chose Phil's design. Now we need to use them and the Church must keep an eye out for Sold Boards etc and take a flyer along and speak to and welcome the new residents. We need to make personal contact - one way is by using this flyer. We can easily get more printed if needed.

14 - A O B. There was no other business and the meeting finished with the Grace at 12.35pm.
Hazel Ramsey
PCC Secretary St Peter's Church Ardingly
01342 714106

PAROCHIAL CHURCH COUNCIL OF ST PETER'S, ARDINGLY
CHARITY REGISTRATION No 1133803
ANNUAL REPORT FOR YEAR ENDED 31 DECEMBER 2017

Administrative information

The parish is a charity registered with the Charity Commission under registration number **1133803**.

During the year ended 31 December 2017, the following people served as members of the parochial church council ("PCC"):

Incumbent:	The Reverend John Crutchley	Chairman
Ex officio members:	The Reverend Christopher Sutton	Associate Priest [From Nov 2017]
	Mr John Witherington	Reader
	Mr Philip Kelly	Reader
Church Wardens:	Mr Nigel Cheater	Vice -Chairman
	Mrs Rachel Cowling	[Resigned April 2017]
	Mr John Witherington	[From April 2017]
Representatives on the Deanery Synod:	Mrs Sally Crutchley	
	Mr Richard Ramsay	
Elected members:	Mrs Hazel Ramsay	Secretary
	Mrs Caroline Steer	Parish Safeguarding Coordinator
	Mr Richard Ramsay	
	Mrs Carol Grossman	
	Mr Stephen Doerr	
	Mrs Joyce Topping	[Resigned April 2017]
	Mrs Sally Crutchley	
	Mrs Deb Ruse	[From April 2017]
	Mrs Rachel Cowling	[From April 2017]
	Miss Jill Clark	[From April 2017]

Structure, governance and management

Membership of the PCC is determined under the Church Representation Rules and consists of the incumbent, ex officio members, the churchwardens and members of the Deanery Synod, and members of the church who are elected at the Annual Parochial Church Meeting (APCM.) Members are encouraged to stand for election to the PCC and we endeavour to achieve a balance of skills and experience.

The role of **Treasurer** was taken up by **Mrs Jean Jeffery** at the APCM in April 2015. She is assisted by a Finance Committee who meet regularly and who report to the PCC through Mrs Sally Crutchley, Mr Stephen Doerr and Mrs Rachel Cowling who are all members of both.

Objectives and Activities

The primary objective of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the incumbent, the Reverend John Crutchley, in promoting in the ecclesiastical parish the whole mission of the church pastoral, evangelistic, social and ecumenical.

Achievements and performance

Church Attendance

There are 94 parishioners on the Church Electoral Roll, 24 of who are not resident within the parish. During 2017, 6 people were removed from the Roll either through death, because they had moved away or because they chose to leave and 5 new people were added. The average weekly attendance was 55 but this number increased at festivals.

Review of the year

1. The full PCC met regularly six times during the year. Committees met between meetings and minutes and reports of their deliberations were received by the full PCC and discussed where necessary.
2. The pattern of services is now settled around a traditional celebration of Holy Communion using the liturgy of the Book of Common Prayer at 8.00am each Sunday which service has attracted a growing number of regular worshippers. The 10.15am service follows a monthly pattern of a 'Café – style' service on the first Sunday of each month that is held in the Church Centre; a service of Holy Communion using the liturgy of Common Worship Order One on the second Sunday; a service of Morning Praise on a Third Sunday; and further service of Holy Communion [Common Worship Order One] on the fourth Sunday which includes each month an opportunity for prayer for healing and wholeness. Where months include a fifth Sunday the pattern of the service is varied. All of these services are informal and contemporary. There is now a regular evening service on the first Sunday of each month entitled 'Open to God' that adopts a variety of styles and formats as well as further occasional evening services throughout the year. There have also been services held in the open air in celebration of Harvest and held as a part of the SEAS Autumn Fair on the Ardingly Showground. There have also been services held for St Peter's CEP School; a Harvest Celebration, a school and family Christmas Carol service, an Easter celebration, and a school leaver's service.

Financial Review

Unrestricted Income and Expenditure

The Statement of Financial Activities shows that unrestricted income was £89,524 and this was £3,129 less than the previous year's figure of £92,661. There was an insurance claim in 2017, so a more direct comparison would show it to be lower by £5,400. There were other differences such as a legacy of £5,000 in 2017 and the omission of a claim for gift aid on small donations, and some back-dated gift aid receipts in 2016. However, it is clear that the underlying level of giving has reduced considerably.

Unrestricted expenditure was higher at £83,021 compared with £81,325 in 2016, an increase of £1,696. This was largely because of the cost of repairing the church centre roof which was covered by the insurance claim referred to above.

The largest item of expenditure is the parish contribution which is distributed centrally to cover a range of the costs of running parishes including our own. This was maintained at a level of 70% of the requested value and was around £1,500 higher than in 2016.

Although, compared with 2016, income was lower and expenditure was higher, there was still a surplus for the year of £6,502. This increased the General (unrestricted) fund to £36,476 including reserves.

Details of charities supported from unrestricted income are shown with Note 3. A collection of £164 was sent to the Royal British Legion from the Remembrance Day service and a collection at the induction service of Chris Sutton provided £292 to the Diocesan Harvest appeal for West and East Africa. The Christmas services raised £550 for the Off the Fence Trust in Brighton.

Restricted Income and Expenditure

Note 10 shows a breakdown of income and expenditure by fund, including restricted funds. The largest expenditure was for audio visual equipment for the church centre (shown under “Church Centre Upgrade Fund”) and this was covered by a donation. £1,400 was received for building improvements for the church (not yet specified) and £1,740 for maintaining the graveyard, of which £700 was received as a grant from the Parish Council for which the PCC is grateful.

The total value of restricted funds at the end 2017 was £26,270, an increase of around £3,400.

Reserves policy

It has been the policy of the PCC to aim for a surplus each year and in previous years these surpluses have from time to time been transferred to reserves. The General reserve was maintained at £15,000 in 2017.

It is the policy of the PCC to invest fund balances in excess of short-term cash requirements with the CBF Church of England deposit fund.

Parochial Church Council of St Peters Ardingly - 1133803

Statement of Financial Activities

For the period from 1 JANUARY 2017 to 31 DECEMBER 2017

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<i>Income and endowments from:</i>					
Donations and legacies	£75,984.78	£8,740.00	—	£84,724.78	£85,562.37
Income from charitable activities	£4,230.00	—	—	£4,230.00	£4,369.00
Other trading activities	£7,013.90	—	—	£7,013.90	£6,945.81
Investments	£35.84	£120.46	—	£156.30	£161.01
Other income	£2,260.00	—	—	£2,260.00	£266.60
Total income	£89,524.52	£8,860.46	—	£98,384.98	£97,304.79
<i>Expenditure on:</i>					
Raising funds	—	—	—	—	—
Expenditure on charitable activities	£83,012.39	£5,553.90	—	£88,566.29	£88,486.92
Other expenditure	£9.50	£202.00	—	£211.50	£196.00
Total expenditure	£83,021.89	£5,755.90	—	£88,777.79	£88,682.92
Net income / (expenditure) resources before transfer	£6,502.63	£3,104.56	—	£9,607.19	£8,621.87
<i>Transfers</i>					
Gross transfers between funds - in	—	—	—	—	—
Gross transfers between funds - out	—	—	—	—	—
<i>Other recognised gains / losses</i>					
Gains / losses on investment assets	—	£304.35	—	£304.35	£336.87
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
Net movement in funds	£6,502.63	£3,408.91	—	£9,911.54	£8,958.74
<i>Reconciliation of funds</i>					
Total funds brought forward	£180,888.90	£22,864.24	—	£203,753.14	£195,015.90
Total funds carried forward	£187,391.53	£26,273.15	—	£213,664.68	£203,974.64

For further breakdown of income, see Note 2 and for expenditure, see Note 3.

Parochial Church Council of St Peters Ardingly - 1133803

Balance sheet (Church of England)

As at 31 DECEMBER 2017

	As at 31/12/2017	As at 31/12/2016
	£	£
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Fixed assets		
Tangible assets	£1.00	£1.00
Heritage assets	£150,913.83	£150,913.83
Investments	£3,675.95	£3,371.60
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	£154,590.78	£154,286.43
Current assets		
Cash at bank and in hand	£59,073.90	£49,466.71
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	£59,073.90	£49,466.71
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Net current assets less current liabilities	£59,073.90	£49,466.71
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Total assets less current liabilities	£213,664.68	£203,753.14
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Total net assets less liabilities	£213,664.68	£203,753.14
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Represented by		
Unrestricted		
Unrestricted - General fund	£21,476.70	£14,974.07
Designated		
Designated - General Reserves	£15,000.00	£15,000.00
Designated - Church Centre Capital	£150,914.83	£150,914.83
Restricted		
Restricted - Youth Worker fund	£7,411.12	£7,411.12
Restricted - Church Centre Upgrade fund	£4,352.80	£4,306.70
Restricted - Mission fund	£846.99	£1,048.99
Restricted - Other Restricted funds	£9,498.71	£6,358.71
Restricted - Burgess Trust fund	£4,163.53	£3,738.72
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Funds of the church	£213,664.68	£203,753.14

For breakdown of "Other Restricted" funds, see Note 10.

Approved by the Parochial Church Council on

and signed on its behalf

The Revd John Crutchley
Chairman

The accompanying notes form part of these financial statements.

Parochial Church Council of St Peters Ardingly - 1133803

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

1) Accounting Policies

a) Accounting convention

The financial statements have been prepared, as far as applicable, in accordance with the Church Accounting Regulations 2006, Charity Law, Financial Reporting Standards and the current SORP, Accounting and Reporting by Charities SORP (FRSSE), effective 1st January 2015.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b) Funds accounting

Funds held by the PCC are:

Unrestricted funds – general funds which can be used for PCC ordinary purposes.

Restricted funds –

- i) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest;
- ii) 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) Incoming resources

All incoming resources are accounted for on a receipts and payments basis and accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

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

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

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 received.

Gains and losses on investments

Realised gains are recognised when the investment is sold.

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

Parochial Church Council of St Peters Ardingly - 1133803

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

d) Resources used

Resources expended are accounted for on a receipts and payments basis and are accounted for gross.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation to the PCC.

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not legal) liability and is shown as a creditor in the balance sheet.

e) Fixed Assets

Tangible Fixed Assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2)(a) of the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected but are not included in the accounts. For other property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2000 have been capitalised in the accounts and depreciated over their useful economic life (see note (d)).

All expenditure on consecrated or beneficed buildings and individual items costing under £5,000 are written off on 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 life. The rates generally applicable are:

Fixture and fittings	25% straight line
Computer equipment	30% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values as high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

Investments

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

f) Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable. Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

Note 2

Parochial Church Council of St Peters Ardingly - 1133803

Analysis of income and expenditure
Selected period: 01 January 2017 to 31 December 2017

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Income and endowments						
Donations and legacies						
0100 - Planned giving GA	£17,280.00	—	—	—	£17,280.00	£18,870.00
0110 - Planned giving non-GA	£39,186.68	—	—	—	£39,186.68	£40,276.36
0120 - Envelope scheme GA	£1,665.00	—	—	—	£1,665.00	£1,787.00
0130 - Envelope scheme non-GA	£550.00	—	—	—	£550.00	£540.00
0140 - Church collections GA	£3,710.26	—	—	—	£3,710.26	£4,220.05
0150 - Church collections non-GA	—	—	—	—	—	—
0160 - Donations GA	£995.00	—	£5,600.00	—	£6,595.00	£1,491.00
0170 - Donations non-GA	£795.00	—	£1,000.00	—	£1,795.00	£5,130.00
0180 - Gift Aid tax recovered	£5,346.58	—	£1,400.00	—	£6,746.58	£9,962.99
0190 - Legacies and endowments	£5,000.00	—	—	—	£5,000.00	£2,000.00
0200 - Fundraising (non-trading) income	£232.85	—	—	—	£232.85	£240.00
0210 - Events receipts	£60.00	—	—	—	£60.00	£150.00
0220 - Special collections	£1,005.78	—	—	—	£1,005.78	£680.25
0230 - Grants received	—	—	£740.00	—	£740.00	£40.00
0390 - Other donations	£157.63	—	—	—	£157.63	£174.72
Donations and legacies Totals	£75,984.78	—	£8,740.00	—	£84,724.78	£85,562.37
Income from charitable activities						
0400 - Fees for services	£4,230.00	—	—	—	£4,230.00	£4,369.00
0410 - Sale of goods for mission	—	—	—	—	—	—
0490 - Other charitable activity income	—	—	—	—	—	—
Income from charitable activities Totals	£4,230.00	—	—	—	£4,230.00	£4,369.00
Other trading activities						
0500 - Centre hire	£5,708.01	—	—	—	£5,708.01	£5,703.01
0510 - Magazine income	£970.06	—	—	—	£970.06	£949.80
0520 - Sale of goods for fundraising	£335.83	—	—	—	£335.83	£293.00
0590 - Other trading income	—	—	—	—	—	—
Other trading activities Totals	£7,013.90	—	—	—	£7,013.90	£6,945.81
Investments						
0600 - Deposit interest received	£35.84	—	—	—	£35.84	£59.54
0610 - Investment interest received	—	—	£120.46	—	£120.46	£101.47
Investments Totals	£35.84	—	£120.46	—	£156.30	£161.01
Other income						
0700 - Insurance claims	£2,260.00	—	—	—	£2,260.00	£266.60
0790 - Other income	—	—	—	—	—	—
Other income Totals	£2,260.00	—	—	—	£2,260.00	£266.60
Income and endowments Grand totals	£89,524.52	—	£8,860.46	—	£98,384.98	£97,304.79

Note 3

Expenditure	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
Raising funds						
2100 - Fundraising (non-trading) costs	—	—	—	—	—	—
Raising funds Totals	—	—	—	—	—	—
Expenditure on charitable activities						
2200 - Parish contribution	£49,788.00	—	—	—	£49,788.00	£48,307.00
2210 - Charitable giving	£10,508.00	—	—	—	£10,508.00	£10,436.00
2220 - Church utilities	£1,570.71	—	—	—	£1,570.71	£1,617.01
2230 - Church service expenses	£1,896.04	—	—	—	£1,896.04	£2,502.37
2240 - Church maintenance and equipment	£1,706.36	—	—	—	£1,706.36	£5,965.38
2250 - Rectory expenses	£5,066.83	—	—	—	£5,066.83	£5,748.46
2260 - Rector's expenses	£184.56	—	—	—	£184.56	£878.08
2270 - Other clergy expenses	£156.50	—	—	—	£156.50	£25.00
2280 - Training costs	£14.44	—	—	—	£14.44	—
2290 - Administration costs	£422.01	—	—	—	£422.01	£456.00
2300 - Children and young people	£293.59	—	—	—	£293.59	£440.42
2310 - Cost of events	£374.06	—	—	—	£374.06	£128.41
2320 - Giving from special collections	£1,005.78	—	—	—	£1,005.78	£680.25
2330 - Gifts made	—	—	—	—	—	£90.60
2340 - Interest paid	—	—	—	—	—	—
2350 - Bank charges	—	—	—	—	—	—
2590 - Other costs of charitable activities	—	—	—	—	—	—
2600 - Centre utilities	£3,297.49	—	—	—	£3,297.49	£2,634.86
2610 - Centre running costs	£2,754.29	—	—	—	£2,754.29	£3,181.72
2620 - Centre maintenance and equipment	£3,588.67	—	£5,553.90	—	£9,142.57	£5,022.56
2650 - Magazine costs	£385.06	—	—	—	£385.06	£372.80
2660 - Cost of goods sold for mission	—	—	—	—	—	—
2890 - Other costs of trading	—	—	—	—	—	—
Expenditure on charitable activities Totals	£83,012.39	—	£5,553.90	—	£88,566.29	£88,486.92
Other expenditure						
2990 - Other expenditure	£9.50	—	£202.00	—	£211.50	£196.00
Other expenditure Totals	£9.50	—	£202.00	—	£211.50	£196.00
Expenditure Grand totals	£83,021.89	—	£5,755.90	—	£88,777.79	£88,682.92

Breakdown of 2210 – Charitable giving

Ardingly Old Jeshwang Association	£2,258
Church Pastoral Aid Society	£1,550
Church Mission Society	£1,550
Rio Project	£1,550
Imara-Uganda	£1,550
Samara Aid	£1,550
Chichester Family Support Work	£500
Total	£10,508

Parochial Church Council of St Peters Ardingly - 1133803

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

4 Staff Costs

No-one was employed by the PCC during the year and there were no transactions in respect of PCC members, or persons closely connected to them or other related persons.

5 Analysis of transfer between funds

There were no transfers between funds

6 Fixed Assets

a. Tangible Fixed Assets

	Freehold Land and buildings	Church Equipment	Total
Cost or valuation	£	£	£
At 1 January 2017	150,913.83	1.00	150,914.83
Additions/disposal/revaluations	-	-	-
At 31 December 2017	150,913.83	1.00	150,914.93
Depreciation			
At 1 January 2017	-	-	-
Provided in year	-	-	-
At 31 December 2017	-	-	-
Net Book Value			
At 31 December 2017	150,913.83	1.00	150,914.83
At 31 December 2016	150,913.83	1.00	150,914.83

As a freehold building, according to the PCC accounting policies, the value of the church centre is not subject to depreciation.

The Church Centre was valued for insurance purposes at £xxx at 31st December 2017, although the building is carried on the balance sheet at its cost. The contents are insured for £xxx. Note that the estimated rebuilding costs exclude VAT because the building qualifies under VAT Notice 708 as a listed building used for a "relevant charitable purpose".

Parochial Church Council of St Peters Ardingly - 1133803

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017

6 Fixed Assets	Total
b. Investments	£
Market value at 1 January 2017	3,371.60
Increase in market value	304.35
Market value 31 December 2017	3,675.95

An investment is held by the Diocesan Board of Finance (G L Burgess Trust) as CBF Investment Fund (Income) Shares the income from which is restricted to be used for the maintenance of church notice boards or similar communication-related items.

7 Analysis of Net Assets by Fund

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2016 £
Fixed assets for church use	150,914.83	-	-	-	150,914.83
Investment fixed assets	-	-	3,675.95	-	3,675.95
Current assets	21,476.70	15,000.00	22,597.20	-	59,073.90
Current liabilities	-	-	-	-	-
Long term liabilities	-	-	-	-	-
	172,391.53	15,000.00	26,273.15	-	213,664.68

8 Debtors

There were no debtors

9 Creditors

There were no creditors

10 Fund Movements

Parochial Church Council of St Peters Ardingly - 1133803

Fund movement summary

Selected period: 01 January 2017 to 31 December 2017

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances Carried forward
General - General fund	£14,974.07	£89,524.52	£83,021.89	—	—	£21,476.70
Youth - Youth Worker fund	£7,411.12	—	—	—	—	£7,411.12
Upgrade - Church Centre Upgrade fund	£4,306.70	£5,600.00	£5,553.90	—	—	£4,352.80
Mission - Mission fund	£1,048.99	—	£202.00	—	—	£846.99
Restricted - Other Restricted funds	£6,358.71	£3,140.00	—	—	—	£9,498.71
Burgess - Burgess Trust fund	£3,738.72	£120.46	—	—	£304.35	£4,163.53
Reserves - General Reserves	£15,000.00	—	—	—	—	£15,000.00
CentreCap - Church Centre Capital	£150,914.83	—	—	—	—	£150,914.83
Totals	£203,753.14	£98,384.98	£88,777.79	—	£304.35	£213,664.68

Breakdown of Other Restricted Funds

Graveyard maintenance	£3,974.60	£1,740.00	—	—	—	£5,714.60
Flowers	£384.11	—	—	—	—	£384.11
Church building/maintenance	£2,000.00	£1,400.00	—	—	—	£3,400.00
Total Other Restricted	£6,358.71	£3,140.00	—	—	—	£9,498.71

Breakdown of Burgess Trust fund

Investment – to remain in place	£3,371.60	—	—	—	£304.35	£3,675.95
Interest – available for restricted use	£367.12	£120.46	—	—	—	£487.58
Total Burgess Trust fund	£3,738.72	£120.46	—	—	£304.35	£4,163.53

St. Peter's Church

Notes for the APCM held on 29 April 2018

St. Peter's Church, Ardingly

A Report on the fabric, goods and ornaments of the church for 2017

As far as the fabric of our Church is concerned, 2017 started off the year fairly quietly as our focus was on installing the audio-visual system in the Church Centre. However, there have been a few key moments that are worthy of note.

Earlier in the year, we noticed small pools of water forming in the pews when the rain falls in the wrong direction. Having looked at the roof, there are no obvious signs of any leaks or missing tiles etc and therefore it was decided to monitor the situation until any repair work could be more easily identified and the necessary work undertaken.

We also noticed that the West Window is suffering some damage and steps have been taken, initially to make the stonework safe (thanks Phil) and get guidance and quotes for its repair and restoration. This work takes time to complete and is still ongoing, so a fuller report of the work undertaken and the cost, etc will be reported at next year's APCM.

Our organ, which is now over 40 years old, was also showing some signs of age and needed some work undertaken to keep it in a good state of repair.

On a more positive side, the Archdeacon undertook her statutory visitation in October when, among other things, she looked at our church log book of repairs, improvements, etc; our inventory and the church building itself. All went well during this inspection.

Otherwise, we are in a period of exploration as we seek to ensure our church meets not only our needs today, but also the needs of future generations. With this in mind, we have begun exploring:

- the toilet facilities available at the church, realising that use of facilities in the Rectory were no longer a viable option. We are investigating how we may add these facilities within the church itself. Whilst still at the preliminary stage, the PCC is committed to following this through if this is at all feasible. Again, therefore, there is likely to be far more reported on this at future APCMs.
- how we can make St Peter's church building a more focussed place of prayer, by encouraging folk with permanent prayer stations, a community prayer space, somewhere for folk to leave prayers, etc. recognising that parishioners and visitors all appreciate the church's peace, beauty and sense of space.

ST PETER'S CHURCH CENTRE: Report for APCM, 2018

Fabric

Thanks to the vigilance of Jill Clark, the Centre Manager, the building remains in good order. Diana Burrell has worked hard to keep the front weed-free and has painted the railings. The gutters and downpipes have also had a face-lift, the drains checked and cleared, and repairs carried out to the tarmac. Internally, the fire detectors, alarm system and extinguishers are regularly checked, a new push bar has been installed to the fire door from storerooms passage and the Pre-School has added a security lock to the double doors into the East foyer.

The valley above the join between the kitchens and main hall was robbed of half its lead roofing in early September. This was repaired by Ashdown Roofing with a new fibreglass covering, the cost being covered by our insurers. The internal walls affected by the ingress of water, having now dried out, are due to be refurbished and painted. The cost of this will also be covered by our insurers. During the inspections for this work it became clear that there are some areas of the Centre roof which will need re-tiling in the not-too-distant future.

Thanks to the generosity of an anonymous donor, an audio-visual system has been installed in the main hall with an additional television screen in the small hall. This has already been of great benefit to services held in the Centre and provides a facility to users which is not available elsewhere in the village.

As a way of supporting the Chichester Diocesan Family Support Work, the office has been made available to Caroline Steer for her work for CDFSW. This has highlighted the long-recognised need for more efficient storage. To this end, PCC has authorised the construction of storage cupboards in the NE corner of the main foyer in between the two radiators. The top surface of these will be cushioned to form a bench and will create a more welcoming atmosphere. More efficient use of the foyer's space is possible, and it is planned to continue the re-ordering of this space.

Church use

- Meetings organised by the Diocese and the Deanery continue to be held here.
- Both halls are in use on the first Sunday of the month (sunday@thecentre) and the fifth.
- The small hall is used all through the year by the Monday evening prayer group and by the 'Angels and Urchins' group every Thursday morning during term time. Some children come from outside Ardingly.
- The Centre is also used for the annual 'Light Party' in the October half term and for 'Messy Easter' on Good Friday. Again, these events attract families from outside the village and Messy Easter this year attracted over 40 children and their parents.
- We also ran a 'Let the Dads out' event on 17th March which, while not well attended on this occasion, has potential for the future.
- We also continue to enjoy fellowship meals at the Centre on occasions throughout the year, events which draw in those on the 'fringe' of the church as well as combining both the 8.00 and the 10.15 congregations.

St. Peter's Church

Notes for the APCM held on 29 April 2018

Village use

- The Pre-School continues to be our main user of the big hall during the week, and the children all enjoy using the indoor and outside spaces of the Centre.
- The Tanzen Dance Academy continues to use both halls on a Monday evening.
- The Centre is also used as a venue for refreshments served after a funeral service.
- Withypitts Dahlias hire the main hall for an annual teaching event and both halls are used for the Cowlings' choral rehearsals.
- Private functions and children's parties account for the Centre's remaining use.

Other users

The Centre continues to be a favoured refreshment stop for county cycling events about twice a year.

Mission

The Centre is a resource for mission. It is a blessing every time the Centre is used for in some small way we are given an opportunity to witness our Christian faith to the user. Both the Sunday services here provide an opportunity of inviting other members of the community to a more relaxed, informal service. It is important that we continue to keep the original vision for this space as a resource for mission and show something of God's love to each person we welcome into the building.

Thanks

Special mention and thanks must go to Jill Clark, who monitors and maintains the fabric of the Centre, as well as all those who help her do this.

Carol Grossman

John Witherington

April 2018

St. Peter's Church

Notes for the APCM held on 29 April 2018

Deanery Synod Report for Synod Meetings 2017

The Deanery Synod met throughout the year with four meetings, the first of which was held at St Richard's Church, Haywards Heath. The usual pattern of the meetings is to begin with a short opening act of worship and praise, then to hear from a speaker before the 'business matters' of the Synod are addressed. The current Rural Dean is the Reverend Michael Maine, Vicar of Holy Trinity, Cuckfield and for the first part of the year the Lay-Chair of the Synod was Mrs Valerie Fyans. St Peter's is represented at the Synod meetings by the Rector, Associate Priest, Mrs Sally Crutchley and Mr Dick Ramsey [both elected Deanery Synod members]. It is worth noting, however, that Synod meetings are open to anyone else from the church who may wish to attend.

At the first meeting of the Synod [Wednesday 1st February 2017] the guest speaker was a representative of the Haywards Heath Foodbank who reminded Synod members that the foodbank is a project founded by local churches and community groups, working together towards stopping hunger in our local area. The belief and understanding are that no-one in our community should have to face going hungry which is why three days' nutritionally balanced emergency food and support is offered to local people who are referred to the Foodbank in a crisis. The Haywards Heath Foodbank is a part of a nationwide network of foodbanks, supported by the Trussell Trust who work to combat poverty and hunger across the UK.

It has become the practice over the last couple of years to have a 'Deanery Day' early in each year and this was held in 2017 at The Ascension, Haywards Heath on Saturday 11th February where the guest speaker was The Right Reverend Richard Jackson, Bishop of Lewes. Bishop Richard addressed those attending the gathering on the Diocesan focus for 2017 as 'The Year of the Bible' reminding us of the Diocesan goal of encouraging and engaging individual Christians with the Bible as a part of their discipleship and looking at how these texts feature in our spiritual life.

The second Synod meeting of the year was held at St Augustine's, Scaynes Hill. This was the first meeting of a new Synod so the meeting began on this occasion with a celebration of Holy Communion. The St Peter's representatives to the new Synod remained as before, having been re-elected at the APCM. The guest speakers for this meeting were representatives [Felicity, Charles and Vartok] of 'Chemin Neuf' a Catholic ecumenical community in which Christians from all walks of life, live and work together for the Gospel regardless of which church they attend. They explained the history of Chemin Neuf, its foundation and objectives rooted in Ignation Spirituality and also in charismatic renewal. The three speakers are members of the Storrington community. They also shared their experiences of the community and of its work.

The third meeting of the Synod was held at the Martindale Centre, Horsted Keynes on Thursday 14th September. This meeting saw the election of a new Lay-Chair of the Synod, Mrs Rachel Field. After opening worship and praise the Synod was addressed on this occasion by the Reverend Imtiaz Ashraf of Release International. This is an international organization for monitoring and reporting persecution of Christians around the world and for helping the victims of persecution. It is considered as a leading organization in this work and is active on behalf of Christians in over 30 countries. Imtiaz offered a lengthy but fascinating guide to his work and to the challenges that he personally has had to face in some of the countries in which he has been involved. He illustrated his talk with DVD clips that showed the dangers he frequently has to face and the lengths to which he personally, and those with whom he works, are confronted.

St. Peter's Church

Notes for the APCM held on 29 April 2018

The Deanery Finance meeting was held on Thursday 12th October 2017 at St Wilfred's Centenary Hall, Haywards Heath. This is an annual meeting at which the parishes in the deanery offer an indication of their current financial position and of the ability to meet the Parish Ministry Contribution for the coming year.

The fourth and final meeting of the Synod in 2017 was held at The Tiger, All Saints, Lindfield. Again, the meeting began with a time of worship, led on this occasion by the Reverend Stuart Silk. The guest speaker was Mr James Wilson, Director, Gatwick Detainees Welfare Group. This was a talk that focussed on the charity's support work in a facility where resources are becoming increasingly stretched to the detriment of the detainees and their families. GDWG volunteers befriend and offer practical help with legal liaison, letters, clothing, toiletries and phone cards. The main message that James had was that the UK has no fixed maximum time that anyone who is being considered for deportation can stay in a deportation centre. This is now the subject of political consideration, however, the problems for those currently in detention remain.

My thanks to the Rural Dean and to the Lay-Chairs of the Deanery Synod for the interesting programme of speakers across the year. The synod meetings are always an opportunity to meet and share with those from other churches, to pray with them and to learn from them about their ways of tackling the challenges that we all face.

The Reverend John Crutchley – March 2018

St. Peter's Church

Notes for the APCM held on 29 April 2018

St. Peter's Church, Ardingly

REPORT OF THE SAFEGUARDING CO-ORDINATOR 2017/2018

The '**Simple Quality Protects**' initiative, incorporating the National Safeguarding Learning and Development Framework, has been adopted by the Diocese and this has necessitated a working party to complete updates on all the safeguarding measures here at St. Peter's. This includes consideration of risk assessments, first aid cover, training and recruitment. An online recording system allows us to update each issue, once completed, and we have completed the required Level 1, evidencing "good practice" in all four Themes – Safe Activities, Safe Structures, Safe People and Safe Practice. We will now commence working towards Level 2 – "best practice".

St. Peter's continues to have a core group of volunteers that assist with children's activities in the Church and at Sunday@theCentre and youth work with the older children. "At Your Service" volunteers also support with shopping, driving to medical appointments and other varied tasks for vulnerable adults within the community. **Disclosure and Barring Service (D.B.S.) checks** are renewed every five years. All those working on a regular basis with children, young people or vulnerable adults at St. Peter's undergo this check.

The P.C.C. considers and adopts the standard **Parish Child Protection Statement** each year, a copy of which is displayed both in the Church and at St. Peter's Centre. St. Peter's own Safeguarding Policy is regularly reviewed and again is available in Church and at the Centre. Copies can be provided on request.

Online training in basic understanding of safeguarding issues is available on the Diocesan Website. All members of the congregation are encouraged to undertake the C0 Module on-online • '**C0**' - This is a 'core' module that contains basic messages about safeguarding. C0 is designed to raise awareness across churches, and the emphasis is that 'safeguarding is everyone's responsibility'. If you would like assistance to access this, then do please ask. It can be found on the Chichester Diocesan Website – Parish Life – Safeguarding – Training. C1 Training is now also available online and all those working with young people or vulnerable adults at St. Peter's need to undertake this. There are also group trainings available for C1, so do ask for dates if this is your preference. Thank you to all those who have completed C0 and C1. Clergy and Lay Readers have undertaken C2, the leadership module.

Keeping our young people safe and preventing abuse of vulnerable adults within our community is the responsibility of all of us, as mentioned above, and if anyone has any concerns please do speak with myself or the Rector or either of the Churchwardens. Issues will be handled appropriately and with care.

Caroline Steer
Safeguarding Co-ordinator

April 2018

St. Peter's Church

Notes for the APCM held on 29 April 2018

St. Peter's Church, Ardingly Parochial Church Council

Registered Charity Number: 1133803

"Live for Christ - Advance the Gospel"

At a meeting of the PCC on Wednesday 24th May 2017, the following were approved as

SIDESMEN AND WELCOMERS 2017-8

8.00 a.m.

Pam Dennis
Anne Ettridge
Carol Grossman
Belinda Maclean
Deb Ruse
George Ruse
Mike Veasey

10.15 a.m.

Rachel Cowling
Glynis Doerr
Steve Doerr
Tony Jeffery
Barbara Lucas
Glenn Mills
Margaret Morley
John Read
Pat Wilson

6.30 p.m.

Adele Collins

Reserves

Sally Crutchley
Jeannie Leadsom
Nick Leadsom
Jonathan Summers

Nigel Cheater

John Witherington

Churchwardens

June 2017