



Joyfully Serving Jesus

The Parochial Church Council  
of the  
Ecclesiastical Parish of Holy Trinity Cuckfield  
UK Registered Charity No. 1131432

ANNUAL REPORT & FINANCIAL STATEMENTS FOR  
THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2021

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Benefice of Cuckfield & Bolney  
The Parochial Church Council  
Holy Trinity Cuckfield  
UK Registered Charity No. 1131432

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**Contents**

	<b>Page</b>
Annual Report	2
Statement of Financial Activities	12
Balance Sheet	13
Notes to the Accounts	14
Independent Examiner's Report	23
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# Annual Report

## I. Status

The Parochial Church Council (PCC) is a Registered Charity (No. 1131432) under the formal description of *The Parochial Church Council of the Ecclesiastical Parish of Cuckfield*. Two alternative short-form names have been registered with the Charity Commission: *Holy Trinity Church Cuckfield* and *Holy Trinity Cuckfield PCC*. During the year under review, following the joining of the parishes of Bolney and Cuckfield, the Diocese confirmed the new entity's name as the *Benefice of Cuckfield and Bolney*, each parish retaining its own PCC.

The PCC is responsible for the assets and statutory duties of *The Old School*, adjacent to the Church, and the accounts for that activity are incorporated within this report. The PCC has appointed an Old School Board to assist it in the fulfilment of its obligations and effective management of the building.

*The Friends of Holy Trinity* is a PCC subsidiary organisation, conceived to assist in raising funds for the upkeep of the fabric of the Church, whose accounts are incorporated within those of the PCC. To maximize its effectiveness, the Friends have their own Board, and operate within terms of reference set by the PCC.

This Annual Report is prepared in accordance with the *Church Representation Rule M5(1)*, revised January 2020, which requires the PCC to provide the Annual Meeting with the following: (a) a report on the changes to the roll since the last annual meeting; (b) an annual report on the proceedings of the PCC and the activities of the parish generally; (c) the financial statements of the PCC for the year ending 31<sup>st</sup> December preceding the meeting; (d) the annual fabric report under section 50 of the *Ecclesiastical Jurisdiction and Care of Churches Measure 2018*; and (e) a report of the proceedings of the Deanery Synod.

## 2. Purpose & Objectives

The primary objective of the PCC is the promotion of the Gospel of Christ according to the doctrines and practices of the Church of England.

In pursuit of this purpose, the PCC has the responsibility of co-operating with the parish priest, The Revd Michael Maine, in the promotion within the parish of the whole mission of the church, pastoral, social, evangelistic and ecumenical.

The PCC's aim in doing this is to make Christ better known, and to make a difference to the lives of those with whom we come in touch – whether or not members of the Church of England – in the form of:

- i. practical and spiritual support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay;
- ii. financial support for these objectives;
- iii. financial and practical support where possible for other charitable organisations with compatible objectives.

## 3. Supporting Strategies

The strategy by which the objectives are currently achieved is **joyfully serving Jesus** in all we do, by which we mean:

- i. demonstrating an inclusive, welcoming and supportive approach to those, within and without the church, with whom we come in touch, or who come into touch with us;
- ii. respect for freedom of thought, conscience and the religion of others.

We do this by **enabling as many people as possible**: to worship at church; to become part of our parish community through the teaching, baptising and nurturing of new and existing believers; by considering how services can involve the many groups that live within the parish. We put faith into practice through prayer and scripture, music and sacrament, and provision of pastoral care for people living in the parish.

These strategies are informed by and consistent with The Bishop's Charge to the clergy of the Diocese in the form of the Diocese's current strategy which is based on three strands: (i) growing in depth, holiness, then

numbers; (ii) re-imagining the forms of ministry needed going forward; and (iii) engaging with local communities in pursuit of the Common Good.

#### 4. Public Benefit

While English Law historically recognised the provision of religion as charitable work, that presumption no longer holds. Under the latest Charities Acts, the PCC needs to be aware that the provision of religion, education or relief of poverty must pass the *public benefit* test, and not be solely for the *private benefit of its members or adherents*. In reviewing activities over the year, the incumbent and PCC have taken account of the Charity Commission’s general guidance on public benefit and of the more specific guidance *for the advancement of religion* (Reg. 40 2.c.iii). While Section (7) sets out a more general *Review of the Year*, Section (5) below focuses on the performance and achievements which most impact our delivered public benefit and make a tangible difference to our beneficiaries; conversely, the PCC is not aware of any activities that have caused detriment, harm or private benefit from their carrying out.

#### 5. Performance & Achievements Review

**Performance Review:** the statistics in the table below are drawn as required from the Diocesan return of attendance at regular services, baptisms, confirmations, etc. The methodology used has an emphasis on physical attendance and ‘actual’ communicants: its year to year comparisons are thus of little value this year, beyond showing the impact of lockdowns. Weekly average attendance was calculated for a week in October. The parallel attendance for Zoom services which follows, taken together with the physical attendance, shows in contrast the remarkable achievement in keeping the worshipping community together over another difficult year of pandemic.

	2021	2020	2019	2018	2017	2016	2015	2014	2013
<b>Attendances:</b>									
<b>Christmas Communion Services</b>	313	153	517	538	514	594	487	391	424
<i>of which Communicants</i>	222	121	366	378	379	348	339	259	245
<b>Christmas Crib/Stable/Nativity</b>	290	80	729	727	707	1012	1005	740	765
<b>Easter Services</b>	227	Closed	400	414	416	309	332	318	263
<i>of which Communicants</i>	140		284	299	268	198	236	225	182
<b>Weekly Average Attendance</b>	160	80	200	200	193	190	190	180	180
<i>of which Communicants</i>	120		160	155	150	158	160	135	133
<b>Electoral Roll:</b>	255	255	248	343	339	279	273	273	265
<b>Weddings:</b>	5	4	12	10	15	9	18	28	10
<b>Baptisms:</b>	26	8	22	31	35	43	40	33	28
<b>Confirmation Candidates:</b>	0	0	0	6	0	3	0	9	5
<b>Funerals:</b>	33	35	28	29	43	26	30	23	35

Over 2021, in parallel to physical attendance, 223 services were either held exclusively on Zoom or live streamed via Zoom from church, an average of 4.2 per week. Together these Zoom services facilitated 5,694 participants, reached via some 4,654 connections to the Zoom account. During the ten Sundays church was closed (10<sup>th</sup> January to 21<sup>st</sup> March), average Sunday attendance on Zoom was 124 (range 110-140). As church reopened and physical attendance in church could grow, compensating Sunday attendance via Zoom declined from 90 in March-April, through 60-70 in May -June, to settle at a continuing 40-50 per Sunday by the end of the year.

## Public Benefit:

- i. **Social Care** by the church has again had a public benefit impact, although heavily curtailed from March 2020 following the national Covid-19 lockdown and in line with Government and Diocesan regulations:
  - the monthly *Solos Lunch* resumed in the autumn (provision of two-course Sunday lunch for the over 60's - whether from the church community or not - who would otherwise be on their own);
  - members of the parish have resumed taking communion to the homebound, but *local care homes* and the *Special Baby Care Units at the Princess Royal Hospital* (Haywards Heath), and *Trevor Mann Unit (Brighton)* remained closed to outside visitors;
  - The parish has continued to provide proactive support to local Syrian refugee families resident in the area under the *Government's Resettlement Scheme*, extending welcome, providing essential facilities and itself benefiting from cultural exchange with the beneficiaries.
- ii. **Charitable Giving**
  - While the PCC and parish had again planned to support the 2021 Cuckfield Christmas Tree Festival, this inevitably was cancelled, and a smaller Covid-compliant display reminded the community of the festival's role and appeal;
  - Despite lockdown and withdrawal of the ability to support fundraising with the usual array of social events and activities, charitable donations from the PCC over the year amounted to £7,000, together with wider congregational support for a range of other charities over the year, whether by donations or gifts in kind (e.g., to Holy Trinity C of E Primary School, Chichester Family Social Work, Crawley Open House, Tariro, Samara's Aid, Christian Aid, Macmillan, Bewbush Academy, Winston's Wish, St Peter and St James Hospice, and Vision Rescue).
- iii. **Beneficial Use of Facilities:** Outside of lockdown, the church became available for the Cuckfield Music Festival and free monthly concerts resumed as a contribution to the cultural amenities of the village, with associated beneficial use made of The Old School facilities where possible.

## 6. Structure, Governance & Management

### i. Membership of the PCC during the year 2021

The full PCC between 1<sup>st</sup> January 2021 and 31<sup>st</sup> December 2021 was as follows:

#### **Clergy:**

Revd Michael Maine

#### **Licensed Reader:**

Vicky Peattie (from 22 November 2021)  
Clive Simmonds

#### **Churchwardens:**

Jane Coan  
Brian Cutler (*Lay Vice Chairman of the PCC*)

#### **Deanery Synod Representatives \*:**

Jill Brotherton (2023)  
Rod Montague (2023)  
Isobel Simmonds (2023)  
Helen Swift (resigned 31 October 2021)  
Vacancy (2023)

#### **Lay members of the PCC \*:**

Mark Parker (2022)  
Nick Rowe (2022)  
Kevin Sibley (2022)  
Vacancy (2022)  
Roger Edmonston (2023)  
Paul Johnson (2023)  
Carolyn Ponder (2023)  
Philip Richings (2023)  
Kate Berry (2024)  
Jonathan Berry (2024)  
David Thunder (2024)  
Hilary Turner-King (2024)  
  
Orlando Milford (Co-opted)

\* elected until the **APCM** of the year in brackets

## ii. Officers of the PCC 2021

The PCC is required to appoint a Standing Committee which has the power to transact business between PCC meetings, subject to any directions given it by the PCC. Comprising the Incumbent, Churchwardens and at least two others, the Standing Committee and other PCC Officers were appointed as required by the constitution at the short PCC meeting immediately following the May 2021 APCM, with Isobel Simmonds joining the Standing Committee from October 2021:

**Standing Committee:** The Revd Michael Maine, Jane Coan, Brian Cutler, Orlando Milford, Isobel Simmonds (*from October 2021*), David Thunder

**PCC Officers:** David Thunder (*Honorary Secretary & Electoral Roll Officer*), Orlando Milford (*Honorary Treasurer*), Rod Montague (*Parish Safeguarding Coordinator*)

The PCC met formally on five occasions during 2021 (four via Zoom, one face to face), with additionally five e-motions carried under Rule M29.

## iii. Committees of the PCC

The PCC is supported by and considers reports from committees whose roles are described below. The committees carry out much of the preparatory and implementation work of the PCC. However, each committee may only transact the business set out in its individual terms of reference as set by the PCC and as contained in the PCC Handbook.

In 2021, in addition to the **Standing Committee**, there were five committees of the PCC:

### **Finance Committee**

The Finance Committee is responsible for advising the PCC on all matters relating to its financial responsibilities, for ensuring that proper financial procedures and controls exist, and for maintaining and producing accounts in accordance with the prescribed regulations. The Committee is responsible for the routine management of the financial affairs of the PCC.

### **Pastoral Committee**

The Pastoral Committee is responsible to the PCC for focusing on both the community of the Church and all who come into contact with it. Its role is to develop and maintain ways of welcoming, encouraging, nurturing and caring for people so that the parish can fulfil both its pastoral mission and public benefit.

### **Outreach Committee**

The PCC's Outreach Committee is responsible for preparing and submitting for PCC approval recommendations regarding the allocation of funds to missions and charities, for maintaining links with those recipients, and for keeping the congregation informed of its activities.

### **The Roof Group**

The role of the Roof Group is to deliver the conservation of the church roof and other outstanding major fabric projects in association with the wardens and PCC; to deliver related specific funding initiatives (e.g., National Lottery Heritage Fund) in support of these objectives; and to deliver the required associated public benefit, community engagement, and heritage development objectives.

### **The Old School Board**

The Old School Board is responsible to the PCC for the routine operation and management of the PCC's property adjacent to the Church, within the remit to provide the means to assist the outreach of the church to the local community, through the activities within the Old School.

#### iv. Holy Trinity Church of England (Aided) Primary School

The PCC has important governance responsibilities in connection with its Church School: the governing body of Holy Trinity CE (Aided) Primary School, in addition to the *Ex Officio* Governor, has a majority of eight Foundation Governors recommended by PCC decision but approved and appointed by the Diocesan Board of Education.

All are appointed for four years (renewable on application by the PCC at the discretion of the DBoE), dates of retirement in brackets below. At the end of 2021, the Foundation Governors were:

Rev Michael Maine	<i>Ex Officio</i>
Mr Mark Andrews	(2025)
Mrs Fiona Halsey	(2024)
Mrs Tracy Humphrey	(2022)
Mr Simon Janvrin	(retired September 2021) <i>Co-Chair</i>
Mrs Josephine Notaras	(2022)
Mrs Janice Peek	(2025) <i>Co-Chair</i>
Mrs Margaret Somers	(2023)

#### v. Governance Regulation

From January 2020, the power of the PCC to pass decisions by e-mail became automatic under the new *Church Representation Rules*, and this Rule M29 power was extended to cover the right of the PCC to meet electronically and for decisions reached via that medium to be fully valid. The PCC's meetings held on Zoom during 2021 were done so under this regulation.

#### vi. Parish Personnel

Revd Michael Maine is the Vicar of Cuckfield, supported by two Licensed Readers (Vicky Peattie and Clive Simmonds). Gill Squires continued as Parish Administrator; Richard Jenkinson continued as Organist and Choir Master; Helen Swift (resigned 31 October 2021) and Hilary-Turner-King had their two-year posts as Children's and Families' Lay Ministers renewed until May 2023.

#### vii. Safeguarding

The PCC has complied with its duty under Section 5, *The Safeguarding and Clergy Discipline Measure (2016)* to have regard to the House of Bishops' Guidance on safeguarding children and vulnerable adults. The Safeguarding Coordinator makes a full report to the APCM and reports to every PCC meeting. The parish Safeguarding Policy (reviewed and approved annually) can be seen in the Church Porch, on the Church website; and a further copy is lodged with the Diocesan Safeguarding Officer.

Everyone working with children or vulnerable adults has a current DBS Certificate. There are 73 active DBS Certificates in place for current Volunteers (some having been checked through the Update Service) and this includes all PCC members.

The Parish committed itself to the *Diocesan Simple Quality Protects* safeguarding programme on its launch and achieved Level 1 in April 2018. The Compliance Certificate issued by the Diocese is displayed in the Church and the Porch. Maintenance of the standards of the scheme are kept under regular review.

## 7. Review of the Year

### Joyfully serving Jesus

The pandemic again dominated 2021 and cast a long shadow over both national and local life. Having celebrated Christmas in reduced circumstances in 2020, the Vicar and Wardens (despite the church remaining open) followed national guidelines and decided to move worship back online in the new year, with, again, the backdrop of rooms in the vicarage as our broadcast worship space. However, the gloomy situation improved quite soon, and worship resumed in church for our Sunday and Wednesday services. As the year progressed, both the Thursday and Friday Communion services resumed in church after a year and a half online. The Thursday

Eucharist, as well as Wednesday, Sunday 9.45 and Evensongs were also live-streamed from church, thus providing an extra element to our outreach.

As the year progressed, some semblance of normality began to emerge. Although we were still living in a period of anxiety in the earlier part of the year, we kept Holy Week in full, with a mixed mode of online and in church. On Good Friday the Family Worship was presented in church with online video clips from families, and the Bishop of Horsham (+Ruth) led an online devotion before the Liturgy itself. Coffee resumed on Wednesdays and Sundays, and at Harvest a wonderful number of people attended a 'bring and share' supper in the church with home grown entertainment. The Solos' Lunch also resumed towards the end of the year. Whilst people have been cautious, there was a great desire to engage spiritually by so many within the wider community. It was wonderful to hear our bells ringing once more, thanks to our ringers. As Christmas approached, we had to contend with the new Omicron variant on the Covid front, and numbers again self-regulated between in church and on Zoom, and with the slightly reduced seating the church was full for the Carol Service, the second crib service, and the Midnight and Christmas morning services as well as on Zoom.

### **Online and In-house Worship**

Again, we must express huge gratitude to our technical team, who have worked exceptionally hard to achieve the ability to integrate people at home with our worship in church. A major upgrade of our technical system took place during the year, and great steps were made possible in what can be achieved. Thus, we now have the ability for readers and those leading the prayers to participate from home, and this also provided much comfort for the bereaved. At the funeral of Guy Berkeley, for example, a faithful member of the congregation who gave so much to parish life, his son was able to give the tribute live from New Zealand, while his sister-in-law read a poem from South Africa.

### **Ministry**

We continue to have an excellent relationship with our Church School, and (under the guidance of Mrs Ann Macgregor, the head teacher) the parish provided food and money for those families experiencing hardship within the school community (with thanks to Jane Coan who worked tirelessly to deliver both these contributions). We also continued to provide online assemblies, until the start of the school year in September, when the Vicar, Jonathan Berry, Helen Swift, and Hilary Turner-King shared the load of in-person assemblies in school. Both pupils and staff much appreciated these. Our congregation also continued to support the Bewbush Academy in Crawley with donations of food and money, and we are grateful for the wonderful coordination of this work by Rebecca Anderson.

Our work with children, young people and families has again been a case of teasing out what was possible, and we are very grateful to Helen Swift and Hilary Turner-King, our Children's and Families' Lay Ministers, for the wonderful online and craft opportunities provided during holidays and half term breaks. Helen and Hilary again provided a pumpkin trail at All Saints' Tide and a themed trail at Christmas, and many families enthusiastically participated in these and the other activities.

We were deeply sorry Helen left us at the end of October due to the family's relocation to Suffolk. We were blessed as a community by her cheerful and generous ministry. However, Holy Trinity continues to be fortunate that Hilary works tirelessly on so many fronts of church life.

An ongoing exploration in terms of our outreach to children and families continues. A new informal act of worship was started on the first Sunday of the month, and the third Sunday 9.45 service has the participation of the whole age range of the community. At present, we have enthusiastic support from those families who engage with us, and there is much good will, but this avenue of outreach requires prayerful consideration as time progresses to see this translate into church attendance.

Richard Jenkinson, our Director of Music, continued his invaluable work with the choir, and at Christmas both those in church and at home were greatly lifted by the wonderful music. We must also thank Richard and those adults who enable our Trinity Choristers - the junior choir - to practice and participate in worship.

We have been grateful for the work undertaken by Clive Simmonds, our Reader. In addition to his preaching ministry, Clive became a much-valued chaplain at the Kleinwort Centre, and also coordinates the church Men's Group who are enjoying meeting socially again.



Regarding ministry, we were delighted when Vicky Peattie was licensed to the parish as a Reader in addition to Clive. Vicky has already achieved valuable work in coordinating Home Communion and chairing the Pastoral Committee. The church has also been blessed by the granting of PTO (permission to officiate) to Father Stephen Caple and The Revd Canon David Tickner, both of whom bring a wealth of experience to parish life. In November, the Vicar announced that he will be retiring from full-time ministry at the end of February 2022, so both Stephen and David will be invaluable in terms of care during the ensuing vacancy.

We give thanks for the steadfast ministry of our Churchwardens, Jane Coan and Brian Cutler, who give so much of their time and talents to the church, and for our PCC and its officers. Special mention must be made of David Thunder, our PCC secretary, Rod Montague our Safeguarding Coordinator, Orlando Milford (our Treasurer until 31<sup>st</sup> December 2021) and Zoe Richings, our Church Accountant. Finally, we remain especially grateful to Gill Squires, our Parish Administrator, for her continued, dedicated contribution to the running of the parish in the face of pandemic adversity.

## **Church Fabric**

2021 saw important work carried out on our church building. After a five-year hiatus, an aumbry was installed in the Sanctuary to the south of the High Altar. Used for the reservation of the sacrament for those sick or housebound, it has not only provided an appropriate home for the sacrament, but an artefact worthy of our beautiful church. The accompanying sanctuary lamp also provides a timeless addition to this part of the church. Both were made by local craftsmen with connections to members of our congregation. The costs were generously met by members of the congregation.

Last year's report made mention of the fact that we were still unable to undertake urgent stonework repairs (primarily to the tower) owing to the shortfall in the funding available. It was with immense gratitude that, owing to a legacy from the late Marilyn Archbold, these repairs were completed and the tower secured, replete with several new battlements. The church building remains on the Historic England 'Heritage at Risk Register' in view of the condition of the Horsham stone roof. The PCC is aware of the need to re-lay the roof within the next five years, the cost of which will be in excess of £1m: fund raising has commenced whilst preparatory work is undertaken.

## **The Church Community**

Holy Trinity is a committed and dedicated community of people who seek to fulfil the primary call to joyfully serve Jesus through interaction with the wider community and support of each other. As an exemplar of this service, mention must be made of the Outreach Committee, who worked to bring benefit to those charities supported by Holy Trinity. Our church remains a community of faith which achieves so much in so many ways.

In seeking to be faithful members of the Body of Christ, our prayer is that we may all continue in our shared ministry to reveal to all whom we meet the treasure of our Faith in God, making the knowledge of Jesus Christ a present reality through the power of the Holy Spirit.

## **8. 2021 Financial Review**

### **Introduction**

The preparation of this year's accounts has again been done with the guidance of our Independent Examiner. We have built on the changes introduced last year, and continue to ensure that we are working to the latest advice on standards and good practice.

### **Incoming and outgoing resources**

Total income for the year is £297,040, compared to £241,549 for 2020. This includes all the funds over which the PCC has control, unrestricted, designated and restricted.

The main activity of the church is covered by the unrestricted fund, and the income for this fund was £176,879 (2020: £171,654), which encouragingly was both above our budget and the income for last year, 2020 having been an unprecedented year due to the impact of Covid-19 on events and services at church. Our main source of income is regular giving, and we have been encouraged during 2021 that this has continued to remain consistent

and ahead of budget and prior year.

During 2021, there was a continued push to raise funds for specific church fabric improvements, such as the AV system and stonework improvements. In 2021, we received approximately £44,000 of grants (2020: £12,800), of which £42,000 related to stonework improvements. In addition, during 2021, we received a legacy of £10,000 which was designated by the PCC for specific church fabric improvements, namely the AV system.

Total expenditure for the year is £344,083 compared to £231,120 for 2020. This includes all the funds over which the PCC has control, unrestricted, designated and restricted.

The main operating expenditures of the church are covered by the unrestricted fund and expenditure for this fund was £172,986 (2020: £152,942) which was higher than last year and higher than budget. The PCC has worked hard to control costs in all areas, however, and the primary drivers for this increase are increased utility costs and a contribution from the unrestricted fund to cover stonework expenses not specifically covered by the Roof Fund.

In 2021, expenditure on stonework improvements was £111,018 which, as noted above, was covered by specific grants of £42,000, a donation from the FOHTC of £40,000, with the remainder from other specific donations and a contribution towards the expenses from the unrestricted fund.

Further details of the breakdown of this year's income and expenditure are provided in the notes to the accounts.

## **Diocesan Loan**

During 2021, the Diocese of Chichester awarded the church a loan of £50,000, to cover the cash timing difference between the payment of expenses on the stonework improvement project and the receipt of donations and grants. This loan is interest free and due on or before October 2022, and is expected to be repaid using funds from a legacy to be received during 2022.

## **Related Parties**

2021 payments to PCC member, persons closely connected to them, or related parties as allowed under the Charities Act 2011 were as follows: charity trustees may, provided certain conditions are met, pay for the provision of services to the charity by a 'connected person' [falling within the definition contained in Section 118 of the 2011 Act] where the PCC is satisfied the relevant conditions are met, the required process has been transparently followed, and safeguards are in place. The PCC at its March 2017 meeting appointed Zoë Richings, daughter of a PCC Member, to the salaried position of Church Accountant and made payments to her by that resolution; at its May 2019 meeting, the PCC similarly appointed Helen Swift and Hilary Turner-King, members of the PCC, to the salaried positions of Children's & Families' Lay Ministers, also making payments to them by that resolution; at its April 2021 meeting, the PCC re-appointed Hilary Turner-King and Helen Swift, members of the PCC, to the salaried position of Children's and Families' Lay Minister, also making payments to them by that resolution, with Helen Swift retiring in October 2021 on her departure from the Parish.

The PCC also supported the clergy by paying £4,400, which includes Council Tax and water rates, for the Vicarage, plus other annual costs towards travel, hospitality, telephone, postage and broadband.

## **Parish Share**

The Diocesan Parish Contribution is the allocation set by our Deanery as this parish's contribution to the wider church's activities and costs of the Diocese and is accounted for on an annual basis. While any parish contribution unpaid on 31<sup>st</sup> December in a given year would be an operational (though not legal) liability, Holy Trinity Cuckfield paid its parish contribution for 2021 in full.

## **Staff costs**

The PCC pays for the Parish Administrator, Church Accountant and Children's and Families' Lay Ministers and contributes to The Old School's staff costs through its overall contribution to the running of that building. Further details are provided in the notes to the accounts.

## Reserves Policy

It is PCC policy to seek to maintain a balance on unrestricted funds of approximately three months' worth of unrestricted general fund payments as a contingency against unforeseen situations (£43,246 in 2021).

The PCC is also mindful of major continuing expenditures in relation to stonework and the roof following the 2019 Church Architect's Quinquennial Inspection of the building, and has accordingly decided to hold an additional approximately £15,000 in reserves.

The total of the unrestricted funds held at the year-end was £85,301 including an amount of £22,568 designated for use for the management and operation of the Old School Property and an amount of £2,151 designated for fabric improvements. The remaining amount £60,582 (£85,301 less £22,568 less £2,151) meets the Reserves Policy.

The PCC have also committed to allocate any further funds required in the future for these long-term fabric improvement projects.

It is PCC policy to invest funds balances with the CBF Church of England Investment Fund, the CBF Church of England Fixed Interest Securities Fund and the CBF Church of England Deposit Fund.

## 9. The Old School Board

The Old School Board had another disappointing year as a result of enforced closures however income for the year was £31,379 compared to £25,642 in 2020 due to improved levels of bookings from regular hirers and an increase in one-off hirers when the Old School was allowed to re-open.

Expenditures for 2021 were £39,814 compared to £34,587 in 2020 as a result of increased expenditure ensuring that the premises were Covid-compliant and continuing essential overheads.

No strategic refurbishment occurred during 2021. A transfer of £8,580 was made during the year from the General Fund to the Old School Designated Fund as a contribution towards the running and maintenance costs of The Old School.

A net surplus of £145 was recorded for the year with total funds carried forward of £22,568.

## 10. The Friends of Holy Trinity Church Cuckfield

The primary purpose of The Friends of Holy Trinity Church is to bring people together on a regular basis to raise funds to help ensure the church fabric is preserved and enhanced.

The Friends of Holy Trinity Church Committee held only one event during 2021 due to ongoing pandemic restrictions and this event and continued subscriptions contributed income of £7,334 compared to £5,889 in 2020. There was no expenditure in 2021 (2020: £103).

During the year the Committee donated £40,000 towards the church stonework repairs leading to total funds carried forward of £40,129.

## 11. Significant Events since the Year End 31<sup>st</sup> December 2021

Orlando Milford retired as Treasurer at the year end and the PCC places on record its thanks to him for his commitment and financial guidance over his years of service.


The final bill for the Stonework Project had not arrived by the year end, but, thanks to the arrival of the charitable grants income, is now fully funded when it is presented.

Paul Goldfinch, who has moved away from the parish, retired as Treasurer of the Old School at the year end, handed over the Chairmanship of the Christmas Tree Festival Committee, and retires as Chair of The Friends of Holy Trinity Church at its 2022 AGM. The PCC puts on record its thanks to a loyal servant of the church, the wider parish and community over his many years among us.

The Revd Michael Maine, Vicar of Cuckfield for the past seven years, retired from the life of the parish following the 09.45 Service on Sunday 27<sup>th</sup> February and the parish formally entered vacancy on Sunday 13<sup>th</sup> March 2022. A very large number of parishioners and the wider community paid warm and generous tribute to him at the party which followed his last Eucharist, and thanks were offered at both for the gift of his loving and transforming ministry among us.

## Approval

The Annual Report for the ended Year 31<sup>st</sup> December 2021 was approved by the PCC and signed on its behalf by Brian Cutler (*Lay Vice Chair of the PCC*):

A handwritten signature in black ink, appearing to read 'Brian Cutler', written over a light pink rectangular background.

Date: 8<sup>th</sup> April 2022


## Statement of Financial Activities

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020	Notes
	£		£	£	£	£	
<b>Income and endowments from:</b>							
Donations and legacies	171,654	12,632	71,529	-	255,815	204,107	
Charitable activities	3,677	-	-	-	3,677	3,354	
Other trading activities	1,548	30,786	4,968	-	37,302	33,563	
Investments	-	11	235	-	246	525	
Other receipts	-	-	-	-	-	-	
<b>Total income</b>	<b>176,879</b>	<b>43,429</b>	<b>76,732</b>	<b>-</b>	<b>297,040</b>	<b>241,549</b>	2
<b>Expenditure on:</b>							
Raising funds	392	860	-	-	1,252	580	
Charitable activities	172,594	49,848	120,389	-	342,831	230,540	
Other trading activities	-	-	-	-	-	-	
Other expenditure	-	-	-	-	-	-	
<b>Total expenditure</b>	<b>172,986</b>	<b>50,708</b>	<b>120,389</b>	<b>-</b>	<b>344,083</b>	<b>231,120</b>	3
Net gains (or losses) on investments							
<b>Net income or (net expenditure)</b>	<b>3,893</b>	<b>(7,279)</b>	<b>(43,657)</b>	<b>-</b>	<b>(47,043)</b>	<b>10,429</b>	
<b>Transfers between funds</b>	<b>(8,580)</b>	<b>8,580</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	14
	(4,687)	1,301	(43,657)	-	(47,043)	10,429	
<b>Other recognised gains/(losses):</b>							
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-	-	
Other gains/(losses)	-	-	-	-	-	-	
<i>Reconciliation of funds:</i>							
<b>Net movement in funds</b>	<b>(4,687)</b>	<b>1,301</b>	<b>(43,657)</b>	<b>-</b>	<b>(47,043)</b>	<b>10,429</b>	
Total funds brought forward	65,269	23,418	97,163	375,000	560,850	550,421	
<b>Total funds carried forward</b>	<b>60,582</b>	<b>24,719</b>	<b>53,506</b>	<b>375,000</b>	<b>513,807</b>	<b>560,850</b>	13

## Balance Sheet

	Total Funds <u>2021</u>	Total Funds <u>2020</u>	Notes
	£	£	
Intangible assets	-	-	
Tangible assets	<b>375,000</b>	375,000	
Heritage assets	-	-	
Endowed investments	-	-	
<b>Total fixed assets</b>	<b>375,000</b>	375,000	9
Stocks	-	-	
Debtors	<b>9,628</b>	12,501	11
Investments	<b>18,924</b>	23,915	
Cash at bank and in hand	<b>169,247</b>	165,802	
<b>Total current assets</b>	<b>197,799</b>	202,218	
Creditors: Amounts falling due within one year	<b>(58,992)</b>	(16,368)	12
<b>Net current assets or (liabilities)</b>	<b>138,807</b>	185,850	
<b>Total assets less current liabilities</b>	<b>513,807</b>	560,850	
Creditors: Amounts falling due after more than one year	-	-	
Provisions for liabilities	-	-	
<b>Total net assets or (liabilities)</b>	<b>513,807</b>	560,850	10
<b>The funds of the charity:</b>			
Endowment funds	<b>375,000</b>	375,000	
Designated funds	<b>24,719</b>	23,418	
Restricted income funds	<b>53,506</b>	97,163	
Unrestricted funds	<b>60,582</b>	65,269	
<b>Total charity funds</b>	<b>513,807</b>	560,850	13

This Annual Financial Report, for the year ended 31st December 2021, including the notes following, was **approved** by the PCC and signed on its behalf by **Brian Cutler, Lay Vice Chair**



Date: 8th April 2022

## Notes to the financial report

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### 1 Accounting policies

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#### a Basis of Preparation

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The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable accounting standards and the current (2016) Statement Of Recommended Practice, Accounting and Reporting by Charities, (SORP (FRS 102)).

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

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Funds held by the PCC are:

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

*Designated funds* - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects. This reflects the accounts for the Old School.

*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.

*Endowment funds* - funds for which the capital must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment.

#### c Income and endowments

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All income and endowments, accounted for without deduction for any costs of receivability, are recognised when there is evidence of entitlement, receipt is probable, and the amount can be measured reliably.

##### Donations and legacies

*Collections* are recognised when received.

*Planned giving* receivable is recognised when there is evidence of entitlement, receipt is probable, and the amount accords with the Gift Aid declaration or other record of intention to donate.

*Gift aid recovered* is recognised when the income to which it is attached is recognised.

*Grants and legacies* are recognised when the formal offer in writing of the funding, is received by the PCC.

##### Charitable activities

*Sales of magazines* are recognised when received.

*Rents from property* are recognised in accordance with the rental agreements, when receipt is probable.

*Fees for weddings and funerals* are accounted for on an event basis.

##### Other trading activities

*Trading activities* are where income is receivable in return for selling goods or providing services. Income from trading is recognised either: a - when received, or b - in the case of concerts: for the year in question, irrespective of date of receipt. Advance bookings are included in creditors until the concert has taken place.

##### Investment income

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

## Notes to the financial report (continued)

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### **All other income**

All other income is recognised in accordance with the above overall policy.

### **Gains and losses on investments**

Realised gains are recognised when the investments are sold.

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

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### **d Expenditure**

Expenditure is recognised when there is evidence of entitlement, payment is probable and the amount can be measured reliably.

#### **Grants**

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

#### **Church Activities**

The diocesan parish contribution is accounted for on an annual basis, reflecting the allocation set by our Deanery. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

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### **e Fixed Assets**

#### **Tangible fixed assets**

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

Other land and buildings held on behalf of the PCC for its own purpose is valued at market value. No depreciation is charged but any expenditure on maintenance or improvement is written-off as incurred.

The market value of The Old School was estimated in 1997 at £375,000 by Weber Brown Estate Agents. It is not considered to be economic to revalue the building, since the PCC has no plans for its disposal.

#### **Depreciation**

From 2011, expenditure on equipment used within the church premises and The Old School will be written-off as incurred.

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 so 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.

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### **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 uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.



## Notes to the financial report (continued)

### 2 Analysis of income and endowments

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020	Notes
	£	£	£	£	£	£	
Planned giving	118,668	-	48	-	118,716	130,218	
Planned giving (no tax refunds)	12,477	-	2,131	-	14,608	2,600	
Loose cash collections	6,603	-	1,621	-	8,224	5,716	
Gift Aid recovered	31,701	-	2,773	-	34,474	35,342	
Other donations	405	2,632	22,835	-	25,872	17,420	
Legacies	-	10,000	-	-	10,000	-	
Grants (see also note below)							
Garfield Weston Foundation	-	-	10,000	-	10,000	-	
Listed Places of Worship	-	-	20,121	-	20,121	1,412	
National Churches Trust	-	-	5,000	-	5,000	-	
Sussex Historic Churches Trust	-	-	7,000	-	7,000	-	
Cuckfield Deanery	1,800	-	-	-	1,800	4,129	
Allchurches Trust	-	-	-	-	-	3,000	
Coronavirus Job Retention Scheme	-	-	-	-	-	4,270	
<b>Donations and legacies</b>	<b>171,654</b>	<b>12,632</b>	<b>71,529</b>	<b>-</b>	<b>255,815</b>	<b>204,107</b>	
Fees for weddings and funerals	3,677	-	-	-	3,677	3,354	
<b>Charitable activities</b>	<b>3,677</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,677</b>	<b>3,354</b>	
Christmas tree festival	620	-	-	-	620	180	
Parish magazine advertising	-	-	-	-	-	-	
Parish magazine subscriptions	95	-	-	-	95	1,822	
Other subscriptions	-	-	4,490	-	4,490	4,265	
Coffee functions	68	-	-	-	68	-	
Concerts and events	-	-	478	-	478	1,164	
Venue hire	765	30,786	-	-	31,551	26,132	
<b>Other trading activities</b>	<b>1,548</b>	<b>30,786</b>	<b>4,968</b>	<b>-</b>	<b>37,302</b>	<b>33,563</b>	
Interest on cash deposits	-	11	235	-	246	525	
<b>Investments</b>	<b>-</b>	<b>11</b>	<b>235</b>	<b>-</b>	<b>246</b>	<b>525</b>	
<b>Total income and endowments on all funds</b>	<b>176,879</b>	<b>43,429</b>	<b>76,732</b>	<b>-</b>	<b>297,040</b>	<b>241,549</b>	

The grants from the Garfield Weston Foundation, the National Churches Trust, the Sussex Historic Churches Trust and the Allchurches Trust, were all given as a contribution to the cost of stonework improvements. The grants from the Listed Places of Worship Grant scheme were given as a contribution to the cost of stonework improvement (2021) and church lighting (2020). The grant from Cuckfield Deanery was given as a contribution towards the cost of the Office Administrator. The Coronavirus Job Retention Scheme grant was given as a contribution to the furloughing of Old School employees during the closure of the Old School due to the COVID-19 pandemic.

## Notes to the financial report (continued)

### 3 Analysis of expenditure on:

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020	Notes
	£		£	£	£	£	
Christmas tree festival costs	392	-	-	-	392	-	
Music events and costs	-	860	-	-	860	580	
Raising funds - other costs	-	-	-	-	-	-	
<b>Cost of raising funds</b>	<b>392</b>	<b>860</b>	<b>-</b>	<b>-</b>	<b>1,252</b>	<b>580</b>	
Missionary and charitable giving	7,000	-	-	-	7,000	10,000	4
Diocesan parish share	74,300	-	-	-	74,300	74,035	
Staff	29,523	17,925	-	-	47,448	46,949	5
Clergy and other people's expenses	4,387	-	-	-	4,387	4,801	
Upkeep of services	7,465	396	2,773	-	10,634	6,432	
Youth and children's work	658	-	-	-	658	104	
Honorariums	8,076	-	-	-	8,076	8,076	
Water, gas and electricity	7,236	8,696	-	-	15,932	15,440	
Church maintenance and repair	22,620	16,860	117,549	-	157,029	47,150	
Insurance	4,957	4,009	67	-	9,033	8,908	
Printing, photocopying and other office costs	3,666	1,417	-	-	5,083	5,170	
Accounting software and examiner fees	1,185	-	-	-	1,185	1,106	8
Advertising	1,521	545	-	-	2,066	2,369	
<b>Cost of charitable activities</b>	<b>172,594</b>	<b>49,848</b>	<b>120,389</b>	<b>-</b>	<b>342,831</b>	<b>230,540</b>	
<b>Total expended on all funds</b>	<b>172,986</b>	<b>50,708</b>	<b>120,389</b>	<b>-</b>	<b>344,083</b>	<b>231,120</b>	14

## Notes to the financial report (continued)

### 4 Missionary and charitable giving

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020
	£		£	£	£	£
<b>Overseas:</b>						
<i>Samara's Aid</i>	917	-	-	-	<b>917</b>	1,417
<i>Vision Rescue</i>	916	-	-	-	<b>916</b>	1,417
<i>School in Harare</i>	917	-	-	-	<b>917</b>	1,417
<b>Domestic:</b>						
<i>Crawley Open House</i>	917	-	-	-	<b>917</b>	1,416
<i>Refugees Welcome Crawley</i>	916	-	-	-	<b>916</b>	-
<i>FSW</i>	917	-	-	-	<b>917</b>	1,416
<i>Holy Trinity CofE School, Cuckfield</i>	1,500	-	-	-	<b>1,500</b>	2,917
	<b>7,000</b>	-	-	-	<b>7,000</b>	10,000

### 5 Staff costs

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020
	£		£	£	£	£
<b>Remuneration</b>						
<i>Wages and salaries</i>	29,523	17,925	-	-	<b>47,448</b>	46,949
<i>Social Security costs (NIC)</i>	-	-	-	-	-	-
	<b>29,523</b>	<b>17,925</b>	-	-	<b>47,448</b>	46,949

In 2021, the General Fund includes the salaries of 4 members of staff (2020: 5) and the Designated Fund includes 2 members of staff (2020: 2).

### 6 Payments to PCC members and transactions with related charities

During 2019, two members of the PCC, Hilary Turner-King and Helen Swift were appointed to the paid role of Children's and Families' Lay Ministers, for a term of two years renewed by the PCC in April 2021 for a further two years. In 2021, they were paid £6,175 (2020: £6,175) and £5,146 (2020: £6,175), respectively, to perform this role. No amounts were outstanding at 31 December 2021.

The PCC also supported the clergy by paying £4,400 (2020: £4,700) which includes Council Tax and water rates for the Vicarage plus other annual costs towards travel, hospitality, telephone, postage and broadband.

### 7 Transactions with persons related to PCC members

A family member of a PCC member was employed on a part time basis during the year. Their salary did not exceed £4,000.

### 8 Governance

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020
	£		£	£	£	£
<i>Independent examination</i>	855	-	-	-	<b>855</b>	810
<i>Software fees</i>	330	-	-	-	<b>330</b>	296
	<b>1,185</b>	-	-	-	<b>1,185</b>	1,106

## Notes to the financial report (continued)

### 9 Tangible fixed assets

	Freehold land and buildings	Designated Funds	Restricted Funds	Endowed Fund	Total fixed assets
	£		£	£	£
<b>Cost or valuation</b>					
At 1 January 2021	375,000	-	-	-	<b>375,000</b>
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Revaluation	-	-	-	-	-
At 31 December 2021	<b>375,000</b>	-	-	-	<b>375,000</b>
<b>Charge for impairment</b>					
At 1 January 2021	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Revaluation	-	-	-	-	-
At 31 December 2021	-	-	-	-	-
<b>Net book amounts</b>					
<b>At 31 December 2021</b>	<b>375,000</b>	-	-	-	<b>375,000</b>
<i>At 31 December 2020</i>	<i>375,000</i>	-	-	-	<i>375,000</i>

The Freehold Land and Building comprises the Old School building. The market value was estimated in 1997 at £375,000 by Weber Brown, Estate Agents. It is not considered to be economic to revalue the building, since the PCC has no plans for its disposal.

## Notes to the financial report (continued)

**10 Analysis of net assets by fund**

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020
	£		£	£	£	£
Fixed assets for church use	-	-	-	375,000	<b>375,000</b>	375,000
Current assets (except cash)	7,270	-	2,358	-	<b>9,628</b>	12,501
Cash at bank and on deposit	111,963	24,719	51,489	-	<b>188,171</b>	189,717
Current liabilities	(58,651)	-	(341)	-	<b>(58,992)</b>	(16,368)
	<b>60,582</b>	<b>24,719</b>	<b>53,506</b>	<b>375,000</b>	<b>513,807</b>	560,850

**11 Debtors**

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020
	£		£	£	£	£
Gift Aid	3,494	-	2,358	-	<b>5,852</b>	7,039
Grants due	1,800	-	-	-	<b>1,800</b>	4,129
Prepayments	1,375	-	-	-	<b>1,375</b>	992
Other Debtors	601	-	-	-	<b>601</b>	341
	<b>7,270</b>	-	<b>2,358</b>	-	<b>9,628</b>	12,501

**12 Creditors: amounts falling due within one year**

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2021	Total Funds 2020
	£		£	£	£	£
Mission Giving	5,969	-	-	-	<b>5,969</b>	10,000
Deferred Income	-	-	321	-	<b>321</b>	2,840
Governance Costs	855	-	-	-	<b>855</b>	810
Giving to Charities	1,331	-	20	-	<b>1,351</b>	747
Diocesan Loan due	50,000	-	-	-	<b>50,000</b>	-
Other	496	-	-	-	<b>496</b>	1,971
	<b>58,651</b>	-	<b>341</b>	-	<b>58,992</b>	16,368

During 2021, a loan was granted by the Diocese of Chichester for a total amount of £50,000. This loan is to be used to complete the stonework improvement project which is scheduled for completion in 2022. The loan is interest free, and is due for repayment on or before October 2022.

## Notes to the financial report (continued)

### 13 Statement of funds

#### Explanation of funds

**Endowed funds** are required by the donors to be invested and the income spent on specific objectives

The endowed fund comprises the land and buildings.

**Restricted funds** are not invested permanently but are to be spent within reasonable timescales

The Friends of Holy Trinity Fund holds funds raised by members of the Friends of Holy Trinity who hold fundraising events during the year.

The Music Fund holds funds donated to further the music ministry of the Church.

The Warm Welcome Fund holds funds to support Syrian refugee families.

The Aumbry Fund holds funds donated to purchase an Aumbry.

The Roof Fund holds funds donated to repair and restore the Church fabric.

The Gifts Fund holds funds donated specifically for the repair and maintenance of small items

**Designated funds** comprise the Old School Designated Fund which manages and operates the Old School property and the Fabric Repair and Improvement Fund, which is used for fabric improvements that are not covered by specific donations or restricted funds.

**Unrestricted funds** comprise the General Fund.

Both the **Designated and Unrestricted funds** are not subject to any donor restrictions and can be spent as the PCC decides.

#### Summary of all funds

Fund income and expenditure and final balances are as follows:

	Balances b/fwd 1 Jan 2021	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2021
	£	£	£	£	£
Land & Buildings	375,000	-	-	-	375,000
<b>Total of all endowed funds</b>	<b>375,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>375,000</b>
Friends of Holy Trinity Fund	72,795	7,334	-	(40,000)	40,129
Music Fund	1,527	-	-	-	1,527
Warm Welcome Fund	1,301	1,900	(1,463)	-	1,738
Aumbry Fund	2,643	4,014	(6,598)	-	59
Gifts Fund	-	1,310	(1,310)	-	-
Roof Fund	18,897	62,174	(111,018)	40,000	10,053
<b>Total of all restricted funds</b>	<b>97,163</b>	<b>76,732</b>	<b>(120,389)</b>	<b>-</b>	<b>53,506</b>
Old School Operating Fund	22,423	31,379	(39,814)	8,580	22,568
Fabric Repair and Improvement Fund	995	12,050	(10,894)	-	2,151
<b>Total of all designated funds</b>	<b>23,418</b>	<b>43,429</b>	<b>(50,708)</b>	<b>8,580</b>	<b>24,719</b>
General Fund	65,269	176,879	(172,986)	(8,580)	60,582
<b>Total of all Unrestricted Funds</b>	<b>65,269</b>	<b>176,879</b>	<b>(172,986)</b>	<b>(8,580)</b>	<b>60,582</b>
<b>Total funds</b>	<b>560,850</b>	<b>297,040</b>	<b>(344,083)</b>	<b>-</b>	<b>513,807</b>

### 14 Transfers between funds

A transfer of £8,580 (2020: £8,580) was made during the year from the General Fund to the Old School Designated Fund as a contribution towards the running costs of The Old School.

A transfer was made during the year of £40,000 (2020: £nil) from the Friends of Holy Trinity Fund, to the Roof Fund, as a contribution towards Stonework improvements.

## Notes to the financial report (continued)

### 15 Prior year statement of financial activities - comparative figures for this year

#### Statement of Financial Activities - 2020

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020
	£		£	£	£
<b>Income and endowments from:</b>					
Donations and legacies	164,737	16,663	22,707	-	204,107
Charitable activities	3,354	-	-	-	3,354
Other trading activities	4,156	25,142	4,265	-	33,563
Investments	-	144	381	-	525
Other receipts	-	-	-	-	-
<b>Total income</b>	<b>172,247</b>	<b>41,949</b>	<b>27,353</b>	<b>-</b>	<b>241,549</b>
<b>Expenditure on:</b>					
Raising funds	580	-	-	-	580
Charitable activities	152,362	75,784	2,394	-	230,540
Other trading activities	-	-	-	-	-
Other expenditure	-	-	-	-	-
<b>Total expenditure</b>	<b>152,942</b>	<b>75,784</b>	<b>2,394</b>	<b>-</b>	<b>231,120</b>
Net gains (or losses) on investments					
<b>Net income or (net expenditure)</b>	<b>19,305</b>	<b>(33,835)</b>	<b>24,959</b>	<b>-</b>	<b>10,429</b>
<b>Transfers between funds</b>	<b>(8,580)</b>	<b>8,580</b>	<b>-</b>	<b>-</b>	<b>-</b>
	10,725	(25,255)	24,959	-	10,429
<b>Other recognised gains/(losses):</b>					
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-
Other gains/(losses)	-	-	-	-	-
<i>Reconciliation of funds:</i>					
<b>Net movement in funds</b>	<b>10,725</b>	<b>(25,255)</b>	<b>24,959</b>	<b>-</b>	<b>10,429</b>
Total funds brought forward	54,544	48,673	72,204	375,000	550,421
<b>Total funds carried forward</b>	<b>65,269</b>	<b>23,418</b>	<b>97,163</b>	<b>375,000</b>	<b>560,850</b>

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY CUCKFIELD [Registered Charity No. 1131432]**

I report on the accounts of Holy Trinity Church Cuckfield for the year ended 31<sup>st</sup> December 2021 which are set out on pages 12-22.

### **Respective responsibilities of trustees and examiner**

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ('the 2011 Act') and that an independent examination is needed. Having satisfied myself that the church is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; *and*
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

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

### **Independent examiner's statement**

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

- accounting records were not kept in accordance with section 130 of the 2011 Act, *or*
- the accounts do not accord with the accounting records, *or*
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed by:



**Steve Brentnall FCIE** (*Fellow of the Association of Charity Independent Examiners*)

1 Meadow View Cottages  
Town Littleworth  
LEWES BN8 4TH

Date:

*21 April 2022*