



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 31ST DECEMBER 2020

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Benefice of Cuckfield & Bolney

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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 31st 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

The PCC is required to be aware that, while English Law historically recognises the provision of religion as charitable work, the previous presumption that the provision of religion, education or relief of poverty are of public benefit no longer holds, under the latest Charities Acts, without demonstration the charity's work passes the *public benefit* test, and is not just for the *private benefit of its members or adherents*. In reviewing activities over the year, the incumbent and PCC have, therefore, 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 a difficult year.

	2020	2019	2018	2017	2016	2015	2014	2013	2012
Attendances:									
Christmas Communion Services	153	517	538	514	594	487	391	424	361
<i>of which Communicants</i>	121	366	378	379	348	339	259	245	254
Christmas Crib/Stable/Nativity	80	729	727	707	1012	1005	740	765	871
Easter Services	Closed	400	414	416	309	332	318	263	199
<i>of which Communicants</i>		284	299	268	198	236	225	182	163
Weekly Average Attendance	80	200	200	193	190	190	180	180	178
<i>of which Communicants</i>		160	155	150	158	160	135	133	130

Electoral Roll:	255	248	343	339	279	273	273	265	405
Weddings:	4	12	10	15	9	18	28	10	15
Baptisms:	8	22	31	35	43	40	33	28	32
Confirmation Candidates:	0	0	6	0	3	0	9	5	0
Funerals:	35	28	29	43	26	30	23	35	31

In parallel, 170 services were either held exclusively on Zoom or live streamed via Zoom from church between end of March and end of 2020, to which 5,500 connections were made from home by 7,050 people. Average Sunday attendance on Zoom over that period was 110 (range 71-192). Notable highlights of Zoom attendance were: Palm Sunday, 134; Holy Week, 240; Easter and the following week, 414; and Christmas Services, 175. The parish by way of outreach extended the Zoom streaming of funerals to remote family unable to attend in person: the largest single such streaming over the year enabled 235 people to share in one funeral remotely.

Public Benefit:

- i. **Social Care** by the church has again had a public benefit impact, although the following activities had to be curtailed from March 2020 following the national lockdown because of Covid-19 and in line with Government and Diocesan regulations:

- the monthly *Solos Lunch* (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 taken communion regularly to the *local care homes*, as well as acting as *Chaplaincy Volunteers* in the Kleinwort Centre, in the Special Baby Care Units at the Princess Royal Hospital (Haywards Heath), and in the Trevor Mann Unit (Brighton);
- 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 2020 Cuckfield Christmas Tree Festival, this inevitably was cancelled, and a smaller Covid-compliant display reminded the community of the appeal's role;
- Despite lockdown and withdrawal of the ability to support fundraising with the usual array of social events and activities, charitable donations over the year amounted to: £10,000 from the PCC for the following causes, together with wider congregational support for a range of other charitable giving 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 and Vision Rescue).

- iii. **Beneficial Use of Facilities:** Outside of lockdown, the church was again available for free monthly concerts as a contribution to the cultural amenities of the village, with associated beneficial use made of The Old School facilities.

6. Structure, Governance & Management

i. Membership of the PCC during the year 2020

The full PCC between 1st January 2020 and 31st December 2020 was as follows, noting that by Diocesan Regulation the term of officers and members that would normally have expired in April 2020 were extended until the deferred APCM, held in October 2020:

Clergy:

Revd Michael Maine

Licensed Reader:

Clive Simmonds

Churchwardens:

Kate Berry (*until October 2020*)

Jane Coan (*from October 2020*)

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

Deanery Synod Representatives *:

Jill Brotherton (2023)

Rod Montague (2023)

Isobel Simmonds (2023)

Helen Swift (2023)

Vacancy (2023)

Lay members of the PCC *:

Jonathan Berry (2020)

David Thunder (2020)

Hilary Turner-King (2020)

Jim Knight (2020)

Helen Swift (2020)

Jane Coan (2020)

Orlando Milford (2021)

Paul Goldfinch (2021)

Vacancy (2021)

Vacancy (2021)

Mark Parker (2022)

Nick Rowe (2022)

Kevin Sibley (2022)

Vacancy (2022)

Roger Edmondson (2023)

Paul Johnson (2023)

Carolyn Ponder (2023)

Philip Richings (2023)

David Thunder (co-opted 2021)

Hilary Turner-King (co-opted 2021)

* elected to APCM of the year in brackets

ii. Officers of the PCC 2020

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 either as required by the constitution at the short PCC meeting immediately following the April 2019, their terms extended to October 2020 from April 2020 by regulation, or following the deferred 2020 Annual Parochial Church Meeting in October 2020:

Standing Committee: The Revd Michael Maine, Kate Berry (*to October 2020*), Jane Coan (*from October 2020*), Brian Cutler, Orlando Milford, 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 2020, via Zoom after March 2020, with additionally six e-motions carried under Rule 29, as provided for by the lockdown regulations.

iii. Committees of the PCC

In addition, 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 (and updated during the year).

In 2020, in addition to the **Standing Committee**, the following were the six 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.

Formation Committee

The Formation Committee, responsible for facilitating and promoting Holy Trinity's mission to young people and families, advising the PCC on the priorities and resources required to fulfil this mission, completed its work during 2019 with the appointment of the Children & Families Lay Ministers.

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 2020, the Foundation Governors were:

Revd Michael Maine	<i>Ex-Officio</i>
Mark Andrews (2021)	
Simon Janvrin (2021)	<i>Chair</i>
Janice Peek (2021)	
Tracy Humphrey (2022)	
Josephine Notaras (2022)	
Margaret Somers (2023)	
Fiona Halsey (2024)	

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 29 power was extended to cover the right of the PCC to meet electronically and for decisions reached via that medium to be fully valid. After March 2020, the PCC's meetings were all on Zoom.

vi. Parish Personnel

Revd Michael Maine is the Vicar of Cuckfield, supported by a Licensed Reader, Clive Simmonds. Gill Squires continued as Parish Administrator; Richard Jenkinson continued as Organist and Choir Master; Helen Swift and Hilary-Turner-King were in the second of their two-year posts of Children's and Families' Lay Ministers until May 2021.

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 65 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 by 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. Report of the Year

Joyfully serving Jesus

The whole of 2020 was eventually coloured by the onset of the pandemic due to COVID-19, yet nevertheless, we have sought to continue to grow in the knowledge of our common calling as brothers and sisters of faith to the best of our ability. Thus, faithfully loving God, and joyfully serving Jesus through our interaction with all those we encounter on our journey is at the core of our calling as a community of Faith. Because of the shutdown of churches during the first lockdown, we quickly had to find new ways of such interaction, of which

more anon. However, it is as well to lay down the sequence of events as they affected our church and parish, as they have a direct bearing on our mission and outreach.

The New Year saw the church in good heart despite ominous news beginning to reach us from China. On Lent III (15th March) we numbered just over 120 at the 9.45 a.m. During the ensuing week, public worship in churches was suspended, although the Eucharist was celebrated in church at both 8.00 a.m. and 9.45 a.m. on Mothering Sunday. Seven people were present at the latter, although only Fr Michael communicated. Thereafter, we were led to believe that worship was unlawful within the building, although much later on this transpired not to be the case. By the following (Passion) Sunday, all our worship had moved online. Thereafter, Fr Michael celebrated the Eucharist in Holy Trinity at 8.00 a.m. on Easter Day, Pentecost and Trinity Sunday, it was strongly felt that the worship of God within the church was vital on these important Festivals. However, the building was at this stage still completely closed and, again, Fr Michael was the only communicant. Special permission had been granted to the clergy of the diocese by the Bishop to allow for such celebrations.

The church reopened for private prayer during the summer, and worship resumed on Saturday 4th July. The 8.00 a.m. restarted on Sunday mornings, although the 9.45 a.m. remained online only. Funerals, baptisms and marriages also began to take place, although with very restricted numbers. The 9.45 a.m. resumed in church on 20th September: all worshippers much distanced and participating in the track and trace system put in place by the government.

The second lockdown commenced during the week commencing 1st November, although churches were able to remain open. This we did, other than on Remembrance Sunday, as we were concerned at numbers congregating. Thus, both the 9.00 a.m. Eucharist and Remembrance Service were online only, although Fr Michael led the Act of Remembrance at the War Memorial at which wreaths were laid with a number of people present. Thereafter, the 8.00 a.m. and 9.45 a.m. continued in church and online, with almost all other worship (including weekday Communion) remaining online only.

Online Worship

We were fortunate in the speedy move to online worship. Paul Johnson was instrumental in the creation of a Zoom account for the church, aided with advice from friends at Haywards Heath Baptist Church to whom we are also most grateful. Paul was joined by David Thunder, Jonathan Berry, Brian Cutler and others in hosting all online worship. In addition, Paul also undertook the onerous and time-consuming work of creating our integrated online hymnody, together with other music for worship, in consultation with Richard Jenkinson, our Director of Music.

With an eye to our return to worship in church, yet knowing that many would prefer for the time being to participate from home, it was realised that equipment would be required to bring this about. A generous anonymous donor paid for the installation of a camera system for church together with internet access which has proved to be a great boon and much used since our return to the building. In particular, it has enabled most funerals to be livestreamed, bringing consolation to those unable to attend in person. We are grateful for the tireless efforts of Jonathan Berry and Paul Johnson for exploring the capabilities of the system; and to Clive Simmonds, Felix Carter and Paul Goldfinch who have manned the AV system and camera on Sunday mornings.

Ministry

Many will know of the excellent relationship we have with our Church School, and we have sought to support Mrs Ann McGregor, the head teacher, the staff and pupils through our interaction in providing assemblies and other opportunities. The first lockdown meant that we had to think outside of the box, and the parish is most grateful to Jonathan Berry, Helen Swift, and Hilary Turner-King for sharing the load in providing pre-recorded assemblies for the school. These have been much appreciated by both pupils and staff.

Our work with children, young people and families has also had to be completely reimagined, yet Helen Swift and Hilary Turner-King, our Children and Families Lay Ministers, did just that, and provided many online resources during the year, together with craft opportunities during the summer, a pumpkin trail at All Saints' Tide and a themed trail at Christmas. Sunday's Cool has also met online at intervals, again, much appreciated by children and parents alike. Because of the change in the pattern of worship, children and young people have regularly participated in the Family Eucharist on the first Sunday of each month. Helen and Hilary have also

launched an informal act of worship and witness (currently online) named 'ignite' which is gradually building up a following and enjoyed by those who attend.

The nature in which many of our regular opportunities for ministry juddered to a halt and have been unable to continue in person. However, limited opportunities for our ringers, sides-people and those who keep the church meticulously clean took place until the third lockdown when much was again suspended in church (although this will mainly fall into the Annual Report for 2021). However, parishioners have carried out valuable pastoral care through the means available to them, and this has been a great blessing to so many.

Richard Jenkinson, our Director of Music, has worked assiduously to keep the choir members enthused at home by regularly sending them the music for hymns, anthems and canticles which were used online. We were all enriched spiritually when our choristers were able once again to sing in church on our behalf. At Christmas both those in church and at home were greatly lifted by the participation of the choir in the carol service and at the Midnight Mass.

We have also been fortunate in the work undertaken by Clive Simmonds, our reader. In addition to his preaching ministry, Clive coordinates the Men's Group who were able to meet several times via Zoom. The use of this medium has also enabled us to include visiting preachers. The Very Revd Nicholas Frayling led the Good Friday Devotion, and other preachers have included the Bishop of Dover, the Rt Revd Rose Hudson-Wilkin; the Revd Karen Young; Kevin Carey (Reader - Holy Trinity, Hurstpierpoint); and Vicky Peattie (Reader – St Mary's, Willingdon). In addition, we have been supported by Canon John Twisleton when I took a short break in the summer.

We give particular 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 also of our PCC and officers. Special mention must be made of Gill Squires, our Parish Administrator, for her continued, dedicated contribution to the running of the parish in the face of pandemic adversity.

Church Fabric

With the experience of providing ongoing worship through the Zoom platform during lockdown, the PCC agreed to install a video camera and internet connectivity with the Old School to allow live services too to be streamed for those at home once the church reopened after initial lockdown. The success of this innovation identified further work on the AV system which will be necessary in 2021 by way of upgrade of the 2012 installation.

During 2020, following discussions with Historic England, the church was placed on the *Heritage at Risk Register* for two known issues: the condition of the Horsham stone roof; and the deterioration of the external masonry. The PCC advanced its preparation for a stonework refurbishment programme by commissioning a detailed survey, tendering, selecting a preferred contractor, and obtaining a faculty. It was not possible, however, to commission the work in 2020 because of funding, notwithstanding generous grants from the Friends of Holy Trinity, other grant makers, and donations from the church community of some £139,000 towards the £200,000 project costs required.

As a significant event since the end of the year under review, the PCC was made aware of a substantial legacy at the end of 2020 which will not be received until 2022, but which (in early 2021) the PCC agreed can be used to part fund the stonework project and which, as a result, will go ahead in 2021.

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, together with the congregation's support of Holy Trinity School and the Bewbush Academy, Crawley. In the knowledge of increasing need at both schools, the community has proved overwhelmingly generous in providing both food and money for families in need at both establishments. In addition, charitable giving has continued for other groups we support.

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 the treasure of our Faith in God to all whom we meet, making the knowledge of Jesus Christ a present reality through the power of the Holy Spirit.

8. 2020 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 £241,549, compared to £305,732 for 2019. 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 £172,247, which was below both our budget and the income for last year due to the unprecedented year and the impact of Covid-19 on events and services at church. During the year there was a continued push to raise funds for specific church fabric improvements such as the AV system and Stonework improvements.

Our main source of income is regular giving, and we have been encouraged during 2020 that this has remained consistent and ahead of prior year and budget. During 2020 we received approximately £12,800 of grants of which £1,400 related to church fabric improvements and £3,000 related to stonework improvements. Total income for the year is approximately 20% lower than in 2019. Income from trading activities in 2020 is approximately 56% lower than 2019 due to a reduction in the number of events including our annual Christmas Tree Festival.

Total expenditure for the year is £231,120 compared to £291,421 for 2019. This includes all the funds over which the PCC has control, unrestricted, designated and restricted.

The main operating expenditure of the church is covered by the unrestricted fund and expenditure for this fund was £152,942 which was lower than last year and lower than budget. The PCC has worked hard to control costs in all areas and the primary drivers for this decrease are reduced costs associated with reduced services and events during 2020. We have maintained our mission giving in 2020 and donated £10,000 to 6 partner charities.

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

Related Parties

2020 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]. Satisfied the relevant conditions were met, the required process had been transparently followed, and safeguards were 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 (each for two-years), also making payments to them by that resolution.

The PCC also supported the clergy by paying £4,700, 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 at 31st December in a given year would be an operational (though not legal) liability, Holy Trinity Cuckfield paid its parish contribution for 2020 in full.

Staff costs

The PCC pays for the Parish Administrator, Church Accountant and Children's & 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 (£38,235 in 2020).

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 £15,000 in reserves.

The total of the unrestricted funds held at the year-end was £88,687 including an amount of £22,423 designated for use for the management and operation of the Old School Property and an amount of £995 designated for fabric improvements. The remaining amount £65,269 (£88,687 less £22,423 less £995) 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 an extremely disappointing year as a result of enforced closures. Levels of bookings from regular hirers looked promising from the outset but lockdown in March brought about a furloughing of our two staff and a virtual mothballing of the building until we were allowed to re-open. This was conditional on ensuring that the premises were Covid-compliant, adding costs to an already depleted revenue stream and continuing essential overheads. Not all our clients returned and, when the second lockdown occurred, the totality of the situation disheartened not only those clients but everyone involved in the hard work of caring for and operating this asset.

Apart from redecorating the outside of the premises, all other improvements detailed in our Business Plan were abandoned and now look some way off because reserves have been significantly depleted. Our Quinquennial Inspection went ahead and, as expected, itemised additional future expenditure but not as serious as a five-year gap might imply.

The year's difficulties were compounded by the passing of the Board's Chair, Guy Berkeley whose leadership skills and innovative thinking had been key to the highly positive contribution the Old School makes in our community. The Board continues to be grateful for the loyalty and support of Peter Groves and Emily Gibson

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 deficit of £28,687 was recorded for the year with total funds carried forward of £22,423.

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.

In March, the Committee was faced with the decision to proceed with a sell-out supper talk from Neil Sadler or not. Many will remember the last-minute decision to cancel, and this was followed by the gradual

cancellation of our full programme for 2020. This had an inevitable impact upon our income and the Committee was extremely grateful that members continued to pay their subscriptions which have remained consistent with the prior year, since on the face of it, they were not exactly getting good value for money, save the knowledge that they were upholding the principles of the Friends.

Out of funds carried forward of £72,795, the Committee has pledged £40,000 towards the church stonework repairs to be undertaken in the near future.

The year also saw the passing of our valued Honorary Treasurer. Guy Berkeley had performed this role with distinction since the Friends' inception and his skills and knowledge will be sorely missed. Thanks are recorded to the PCC Accountant, Zoë Richings for dealing with the Friends' Gift Aid claims on a regular basis.

Approval

The Annual Report for the ended Year 31st December 2020 was approved by the PCC and signed on its behalf by The Revd Michael J Maine, Chair of the PCC:

Date

2021

Statement of Financial Activities

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019	Notes
	£		£	£	£	£	
Income and endowments from:							
Donations and legacies	164,737	16,663	22,707	-	204,107	221,207	
Charitable activities	3,354	-	-	-	3,354	5,922	
Other trading activities	4,156	25,142	4,265	-	33,563	77,957	
Investments	-	144	381	-	525	646	
Other receipts	-	-	-	-	-	-	
Total income	172,247	41,949	27,353	-	241,549	305,732	2
Expenditure on:							
Raising funds	580	-	-	-	580	5,009	
Charitable activities	152,362	75,784	2,394	-	230,540	286,412	
Other trading activities	-	-	-	-	-	-	
Other expenditure	-	-	-	-	-	-	
Total expenditure	152,942	75,784	2,394	-	231,120	291,421	3
Net gains (or losses) on investments							
Net income or (net expenditure)	19,305	(33,835)	24,959	-	10,429	14,311	
Transfers between funds	(8,580)	8,580	-	-	-	-	13
	10,725	(25,255)	24,959	-	10,429	14,311	
Other recognised gains/(losses):							
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-	-	
Other gains/(losses)	-	-	-	-	-	-	
<i>Reconciliation of funds:</i>							
Net movement in funds	10,725	(25,255)	24,959	-	10,429	14,311	
Total funds brought forward	54,544	48,673	72,204	375,000	550,421	536,110	
Total funds carried forward	65,269	23,418	97,163	375,000	560,850	550,421	

Balance Sheet

	Total Funds 2020	<i>Total Funds</i> <i>2019</i>	<i>Notes</i>
	£	£	
Intangible assets	-	-	
Tangible assets	375,000	375,000	
Heritage assets	-	-	
Endowed investments	-	-	
Total fixed assets	375,000	375,000	9
Stocks	-	-	
Debtors	12,501	4,633	11
Investments	23,915	39,773	
Cash at bank and in hand	165,802	134,830	
Total current assets	202,218	179,236	
Creditors: Amounts falling due within one year	(16,368)	(3,815)	12
Net current assets or (liabilities)	185,850	175,421	
Total assets less current liabilities	560,850	550,421	
Creditors: Amounts falling due after more than one year	-	-	
Provisions for liabilities	-	-	
Total net assets or (liabilities)	560,850	550,421	10
The funds of the charity:			
Endowment funds	375,000	375,000	
Designated funds	23,418	48,673	
Restricted income funds	97,163	72,204	
Unrestricted funds	65,269	54,544	
Total charity funds	560,850	550,421	13

This Annual Financial Report, for the year ended 31st December 2020, including the notes following, was **Approved** by the PCC and signed on its behalf by
The Revd Michael Maine

.....

Date

Notes to the financial report

1 Accounting policies

a Basis of Preparation

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

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

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)

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.

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.

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.

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 2020	Total Funds 2019	Notes
	£	£	£	£	£	£	
Planned giving	122,183	8,000	35	-	130,218	113,565	
Planned giving (no tax refunds)	1,357	-	1,243	-	2,600	9,633	
Loose cash collections	5,716	-	-	-	5,716	10,616	
Gift Aid recovered	30,077	2,125	3,140	-	35,342	31,752	
Other donations	1,275	856	15,289	-	17,420	16,742	
Grants (see also note below)							
Kleinwort Hambros	-	-	-	-	-	15,000	
Listed Places of Worship	-	1,412	-	-	1,412	12,361	
Rivers Trust	-	-	-	-	-	4,000	
Kempe Trust	-	-	-	-	-	3,670	
Cuckfield Deanery	4,129	-	-	-	4,129	3,868	
Allchurches Trust	-	-	3,000	-	3,000	-	
Coronavirus Job Retention Scheme	-	4,270	-	-	4,270	-	
Donations and legacies	164,737	16,663	22,707	-	204,107	221,207	
Fees for weddings and funerals	3,354	-	-	-	3,354	5,922	
Charitable activities	3,354	-	-	-	3,354	5,922	
Christmas tree festival	180	-	-	-	180	12,181	
Parish magazine advertising	-	-	-	-	-	-	
Parish magazine subscriptions	1,822	-	-	-	1,822	2,137	
Other subscriptions	-	-	4,265	-	4,265	4,125	
Coffee functions	-	-	-	-	-	-	
Concerts and events	1,164	-	-	-	1,164	5,221	
Venue hire	990	25,142	-	-	26,132	54,293	
Other trading activities	4,156	25,142	4,265	-	33,563	77,957	
Interest on cash deposits	-	144	381	-	525	646	
Investments	-	144	381	-	525	646	
Total income and endowments on all funds	172,247	41,949	27,353	-	241,549	305,732	

The grant from the Listed Places of Worship Grant scheme was given as a contribution to the cost of church lighting improvements. The Allchurches Trust grant was given towards the cost of the refurbishment of the Stonework. 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 2020	Total Funds 2019	Notes
	£		£	£	£	£	
Christmas tree festival costs	-	-	-	-	-	94	
Music events and costs	580	-	-	-	580	4,808	
Raising funds - other costs	-	-	-	-	-	107	
Cost of raising funds	580	-	-	-	580	5,009	
Missionary and charitable giving	10,000	-	-	-	10,000	20,289	4
Diocesan parish share	74,035	-	-	-	74,035	71,883	
Staff	29,019	17,930	-	-	46,949	40,857	5
Clergy and other people's expenses	4,801	-	-	-	4,801	4,078	
Upkeep of services	5,783	137	512	-	6,432	9,196	
Youth and children's work	104	-	-	-	104	746	
Honorariums	8,076	-	-	-	8,076	7,920	
Water, gas and electricity	5,955	9,485	-	-	15,440	13,952	
Church maintenance and repair	2,953	42,418	1,779	-	47,150	98,184	
Insurance	4,900	4,008	-	-	8,908	8,631	
Printing, photocopying and other office costs	3,830	1,262	78	-	5,170	6,388	
Accounting software and examiner fees	1,106	-	-	-	1,106	1,048	8
Advertising	1,800	544	25	-	2,369	3,240	
Cost of charitable activities	152,362	75,784	2,394	-	230,540	286,412	
Total expended on all funds	152,942	75,784	2,394	-	231,120	291,421	13

Notes to the financial report (continued)

4 Missionary and charitable giving

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019
	£		£	£	£	£
Overseas:						
<i>Samara's Aid</i>	1,417	-	-	-	1,417	1,600
<i>Vision Rescue</i>	1,417	-	-	-	1,417	1,600
<i>School in Harare</i>	1,417	-	-	-	1,417	1,612
<i>Opportunity International</i>		-	-	-	-	1,600
Domestic:						
<i>Crawley Open House</i>	1,416	-	-	-	1,416	1,000
<i>Refugees Welcome</i>		-	-	-	-	-
<i>FSW</i>	1,416	-	-	-	1,416	1,600
<i>Kangaroos</i>		-	-	-	-	-
<i>Salvation Army</i>		-	-	-	-	257
<i>Holy Trinity CofE School, Cuckfield</i>	2,917	-	-	-	2,917	4,500
<i>Alzheimer's Society</i>		-	-	-	-	6,520
	10,000	-	-	-	10,000	20,289

5 Staff costs

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019
	£		£	£	£	£
Remuneration						
<i>Wages and salaries</i>	29,019	17,930	-	-	46,949	40,857
<i>Social Security costs (NIC)</i>	-	-	-	-	-	-
	29,019	17,930	-	-	46,949	40,857

In 2020, the General Fund includes the salaries of 5 members of staff (2019: 5) and the Designated Fund includes 2 members of staff (2019: 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. In 2020, they were each paid £6,175 (2019: £3,792), to perform this role. No amounts were outstanding at 31 December 2020.

The PCC also supported the clergy by paying £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 £3,000.

8 Governance

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019
	£		£	£	£	£
<i>Independent examination</i>	810	-	-	-	810	725
<i>Software fees</i>	296	-	-	-	296	323
	1,106	-	-	-	1,106	1,048

Notes to the financial report (continued)

9 Tangible fixed assets

	Freehold land and buildings	Designated Funds	Restricted Funds	Endowed Fund	Total fixed assets
	£		£	£	£
Cost or valuation					
At 1 January 2020	375,000	-	-	-	375,000
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Revaluation	-	-	-	-	-
At 31 December 2020	375,000	-	-	-	375,000
Charge for impairment					
At 1 January 2020	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Revaluation	-	-	-	-	-
At 31 December 2020	-	-	-	-	-
Net book amounts					
At 31 December 2020	375,000	-	-	-	375,000
<i>At 31 December 2019</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 2020	Total Funds 2019
	£		£	£	£	£
Fixed assets for church use	-	-	-	375,000	375,000	375,000
Current assets (except cash)	8,393	2,125	1,983	-	12,501	4,633
Cash at bank and on deposit	70,384	24,133	95,200	-	189,717	174,603
Current liabilities	(13,508)	(2,840)	(20)	-	(16,368)	(3,815)
Long term liabilities	-	-	-	-	-	-
	65,269	23,418	97,163	375,000	560,850	550,421

11 Debtors

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019
	£		£	£	£	£
Gift Aid	2,931	2,125	1,983	-	7,039	4,508
Grants due	4,129	-	-	-	4,129	-
Prepayments	992	-	-	-	992	-
Other Debtors	341	-	-	-	341	125
	8,393	2,125	1,983	-	12,501	4,633

12 Creditors: amounts falling due within one year

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2020	Total Funds 2019
	£		£	£	£	£
Missionary Giving	10,000	-	-	-	10,000	-
Deferred Income	-	2,840	-	-	2,840	-
Governance Costs	810	-	-	-	810	825
Giving to Charities	727	-	20	-	747	990
Administrative expenses	-	-	-	-	-	130
Music expenses	-	-	-	-	-	388
Other	1,971	-	-	-	1,971	1,482
	13,508	2,840	20	-	16,368	3,815

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 2020	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2020
	£	£	£	£	£
Land & Buildings	375,000	-	-	-	375,000
Total of all endowed funds	375,000	-	-	-	375,000
Friends of Holy Trinity Fund	67,009	5,889	(103)	-	72,795
Music Fund	1,262	265	-	-	1,527
Warm Welcome Fund	1,813	-	(512)	-	1,301
Aumbry Fund	2,120	2,000	(1,477)	-	2,643
Gifts Fund	-	-	-	-	-
Roof Fund	-	19,199	(302)	-	18,897
Total of all restricted funds	72,204	27,353	(2,394)	-	97,163
Old School Operating Fund	42,530	29,912	(58,599)	8,580	22,423
Fabric Repair and Improvement Fund	6,143	12,037	(17,185)	-	995
Total of all designated funds	48,673	41,949	(75,784)	8,580	23,418
General Fund	54,544	172,247	(152,942)	(8,580)	65,269
Total of all Unrestricted Funds	54,544	172,247	(152,942)	(8,580)	65,269
Total funds	550,421	241,549	(231,120)	-	560,850

14 Transfers between funds

A transfer of £[] (2019: £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.

Transfers were made during the year of £[] (2019: £24,000) and of £[] (2019: £13,464) from the General Fund and the Friends of Holy Trinity Fund, respectively, to the Roof Fund and the Fabric Repair and Improvement Fund, respectively, as a contribution towards South Porch, Lighting and Stonework improvements.

Notes to the financial report (continued)

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

Statement of Financial Activities - 2019

	Unrestricted Fund	Designated Fund	Restricted Fund/s	Endowed Fund/s	Total Funds 2019
	£		£	£	£
Income and endowments from:					
Donations and legacies	159,755	2,591	58,861	-	221,207
Charitable activities	5,922	-	-	-	5,922
Other trading activities	18,663	53,093	6,201	-	77,957
Investments	-	221	425	-	646
Other receipts	-	-	-	-	-
Total income	184,340	55,905	65,487	-	305,732
Expenditure on:					
Raising funds	2,360	860	1,789	-	5,009
Charitable activities	158,470	61,719	66,223	-	286,412
Other trading activities	-	-	-	-	-
Other expenditure	-	-	-	-	-
Total expenditure	160,830	62,579	68,012	-	291,421
Net gains (or losses) on investments	-	-	-	-	-
Net income or (net expenditure)	23,510	(6,674)	(2,525)	-	14,311
Transfers between funds	(32,580)	32,580	-	-	-
	(9,070)	25,906	(2,525)	-	14,311
Other recognised gains/(losses):					
Gains/(losses) on revaluation of fixed assets	-	-	-	-	-
Other gains/(losses)	-	-	-	-	-
<i>Reconciliation of funds:</i>					
Net movement in funds	(9,070)	25,906	(2,525)	-	14,311
Total funds brought forward	63,614	22,767	74,729	375,000	536,110
Total funds carried forward	54,544	48,673	72,204	375,000	550,421

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 31st December 2020 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: