



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 2024

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

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FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2024

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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 are registered with the Charity Commission: *Holy Trinity Church Cuckfield* and *Holy Trinity Cuckfield 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 Rules* as revised which require 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 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. where possible, financial and practical support 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 is aware that the provision of religion, education or relief of poverty must pass the *public benefit test*, and is not 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 from the required Diocesan return of attendance, and show good recovery in all the key indicators from the vacancy and COVID years. The additional numbers for those participating in services via Zoom streaming (*following the chart below*) show that peak Zoom is well over, but continues to be of value for those at home.

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
<b>Attendances:</b>										
Christmas Services	882	792	883	313	153	1282	1265	1338	594	1210
Easter Services	392	264	229	227		400	414	416	309	332
Average Week (Oct)	184	149	154	178	84	257	272	264	254	204
Usual Sunday	150	116	109			200	200	210	210	190
Worshipping Community	150	150	220	220	225	230	240	235	225	215
Age 0-17	35	30	25	25	25	25	35	65		
Age 18-69	35	50	85	87	91	90	85	70		
Age 70+	80	70	110	108	109	115	120	100		
Joiners	15	7	0	6	1	14	33	32		
Leavers	27	10	11	12	6	8	5	8		
Usual Sunday (Adults)	140	109	102			180	175	180	170	165
Usual Sunday (Children)	10	7	7			20	25	30	40	25
Electoral Roll	264	255	255	255	255	248	343	339	279	273
Weddings	5	7	14	5	4	12	10	15	9	18
Baptisms	15	21	22	26	8	22	31	35	43	40
Confirmation Candidates	5	0	0	0	0	0	6	0	3	0
Funerals	16	20	31	33	35	28	29	43	26	30

Over 2024, in parallel to physical attendance, 133 services were live streamed from church. This facilitated nearly 1,000 virtual attendances over the year (down from 1,400 in 2023, and half those of 2022), an average of 7 virtual attendees at each (down from 11 in 2023 and half those of 2022). Looking at 09.45 Sunday services shows that the 49 Sunday services available via Zoom each reached an average of 15 virtual participants (down from 20 in 2023, and 26 in 2022), but again concealed a further decline from the 20 every Sunday at the start of the year to 10-15 by the year end (last year 30 every Sunday at the start of the year to 15-20 by year end).

### Public Benefit:

- i. **Social Care** by the church has again had significant public benefit impact:
  - The monthly *Solos Lunch* continued (provision of a 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 to the homebound;

- The parish has continued to provide proactive support to local Syrian and Ukrainian 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

- **The Christmas Tree Festival** the popular community event took place over the weekend of 6<sup>th</sup>– 8<sup>th</sup> December, attracting 100's of visitors each day. This year we were delighted to partner with Hope Charity Project, a local mental health charity supporting young people and their families. Over £10,000 was raised, which was shared between the church and our partner charity.

The 70 beautifully decorated and illuminated Christmas trees, representing local businesses, clubs and community groups, along with a full programme of live music, made for a memorable weekend. The festival café, chocolate tombola, children's craft activities, a lively concert by the Rock Choir and a packed Sunday evening service around the trees, all added to the enjoyment.

With huge thanks to the Planning Group and all the volunteers who contributed so much to the success of the weekend. A special thanks to Paul Goldfinch who has been involved with the festival since its inception, and has now stepped down as Chair of the committee.

- **Outreach Donations** charitable donations from the PCC over the year amounted to £7,700, together with wider congregational support for a range of other charities over the year, whether by donations or gifts in kind (e.g., to Chichester Family Support Work, Crawley Open House, Tariro, Samara's Aid, Refugees Welcome Crawley, Royal British Legion, Mary's Meals and Warm Welcome).

- iii. **Beneficial Use of Facilities:** the church was again the principal venue for the Cuckfield Music Festival, additionally, free monthly concerts contributed to the cultural amenities of the village, and beneficial use of the Church and Old School facilities were approved by the PCC where appropriate.

## 6. Structure, Governance & Management

### i. Membership of the PCC during the year 2024

The full PCC between 1<sup>st</sup> January and 31<sup>st</sup> December 2024 was as follows:

#### **Clergy:**

Revd Daniel Valentine  
Revd Stephen Caple (*Co-opted*)

#### **Licensed Reader:**

Vicky Peattie (*retired June 2024*)  
Clive Simmonds

#### **Churchwardens:**

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

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

Jill Brotherton (2026)  
Rod Montague (2026)  
Mary Pape (2026)  
Isobel Simmonds (2026)  
Vacancy (2026)

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

Kate Berry (2027)  
Jonathan Berry (2027)  
David Thunder (2027)  
Hilary Turner-King (2027)  
Roger Edmonston (2026)  
Paul Johnson (*retired November 2024*)  
Carolyn Ponder (2026)  
Dick Whidborne (2026)  
Jacqui Allcock (2025)  
Terry Bevan (2025)  
Janice Brinley Codd (2025)  
Margaret Somers (2025)  
Vacancy (2026)

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

## ii. Officers of the PCC 2024

The PCC is required by its constitution to appoint a Standing Committee with 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 Statutory Officers were appointed at the short PCC meeting immediately following the May 2024 APCM:

**Standing Committee:** Revd Daniel Valentine, Jane Coan, Brian Cutler, Isobel Simmonds, David Thunder  
**PCC Officers:** David Thunder (*Honorary PCC Secretary*), Isobel Simmonds (*Honorary PCC Treasurer*), Rod Montague (*Parish Safeguarding Coordinator*), David Thunder (*Electoral Roll Officer*)

The PCC met four times during 2024, and in addition two further days were devoted to an Away Day and follow up, revising and taking forward Mission Action Planning. Only one e-motion was carried using Rule M29.

## iii. Committees of the PCC

The PCC is supported by and considers reports and recommendations from its committees whose roles are described below. The committees may only transact business set out in their individual terms of reference from the PCC and as contained in a PCC Handbook.

In addition to the **Standing Committee**, there were over 2024:

### **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.

### **The Friends of Holy Trinity**

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.

#### iv. Holy Trinity Church of England Primary School

During the year, Holy Trinity Church of England Primary School academised and joined the Hurst Education Trust (HET), a multi-academy trust set up in collaboration between the Diocese of Chichester and Hurstpierpoint College (HET Trustees include the Bishop of Horsham and the Archdeacon of Horsham).

The traditional relationship between the PCC and its recommendation of 'Foundation Governors' to the Diocesan Board of Education for them to appoint is ended by this change. Under the new Charter, members of the Local Governing Body are appointed by the HET Trustees and will normally serve a 4-year term of office, after which they choose to stand for re-election or re-appointment. The Headteacher of Holy Trinity School and the Vicar of Holy Trinity Church are not bound by a term of office, and, once appointed serve until such time that they chose to resign.

For background, the Local Governing Body of Holy Trinity Church of England Primary School now has fourteen members, comprising The Headteacher, The Vicar, two Parent members (*elected by the parents and carers of pupils at the school*), one Staff member (*elected by the staff*), three Co-opted members (*from the community, recommended by the LGB and based on their skills and experience*), and six Co-opted Foundation members, appointed by the HET Board based on recommendations from the Local Governing Body.

As a Church School, the Local Governing Body tries to ensure that there are sufficient governors with links to our church worshipping community or with a Christian focus, to ensure the Church school's ethos and Christian distinctiveness are reflected in all aspects of school life. They otherwise share the same duties and responsibilities as the other members of the Local Governing Body.

On academisation, the existing 'Foundation Governors' were converted to Co-opted Foundation Members and appointed by the HET to continue to serve as follows (*dates of retirement or re-appointment in brackets*):

Revd Daniel Valentine (*Ex-Officio Foundation*)  
Fiona Halsey (2024)  
Mark Andrews (2025)  
Rebecca Anderson (2026)  
Zoë Humphrey (2026)  
Norma Leppard (2028)

Charlotte Tayler attended one meeting in 2024 and will be replaced from 2025 by Toby Dawson.

#### v. Parish Personnel

Revd Daniel Valentine is the Vicar of Cuckfield, and the parish has again additionally been served by retired priests with PTO, Revd Stephen Caple, Revd Dr Caroline Currer, and Revd Canon David Tickner, supported by Licensed Readers (Vicky Peattie, who retired June 2024, Clive Simmonds, and Kevin Carey who visits from Holy Trinity Hurstpierpoint). Jonathan Berry continued as a Lay Preacher and Charlotte Tayler as Children's and Families' Lay Minister (until completion of her contracted placement in May 2024). Emma-Jane Adamson served as Parish Administrator until March 2024 when Gina Parker replaced her. David Curtis-Brignell, Ken Sagar and our Organ Scholar, Fearghus Beauchamp, together kept church music going until the arrival of our new Director of Music, Charles Humphries in September 2024, when Fearghus left for university. From June 2024 we had the services of Sam Lawrence as Verger. Andy Pring was Old School Manager until the end of the year, when he announced his retirement to pursue his writing career.

#### vi. 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 and on the Church website; a further copy is lodged with the Diocesan Safeguarding Officer.

Everyone working with children or vulnerable adults through Holy Trinity has a current DBS Certificate. In addition to the three Clergy with PTO and our two Licensed Readers, along with the Children's and Families

Minister Charlotte Tayler (until May 2024, being replaced by Toby Dawson in 2025), and Jonathan Berry, Licensed Preacher, there are some 68 active DBS Certificates in place for current Volunteers (some having been checked through the Update Service); this includes all PCC and Old School Board members. The Diocesan Safeguarding training requirements of these personnel are regularly monitored and updated as need be.

The Parish committed itself to the *Diocesan Simple Quality Protects (SQP)* 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. The SQP scheme is now being replaced by the *Parish Dashboard*, a new online tool, use of which is currently being evaluated. The current Safeguarding Policies, Guides, associated documentation and contact information for third party assistance are posted on the church website. Hard copies of these papers are also available for inspection in a folder kept in the Church Office and another placed in the Church Vestry.

## 7. Review of the Year

### Worship and the Church Year

In March, the PCC welcomed the Vicar's outline of a refreshed pattern of Sunday worship which was introduced after Easter: the first, third, and fourth Sundays of each month continued as the 'Parish Eucharist', while the fifth Sunday became a 'Choral Eucharist', to highlight our musical talents. Opportunity was taken to make the second Sunday of the month a 'Worship for All', offering a more contemporary service of Holy Communion. Simultaneously, Sunday's Cool relaunched on selected Sundays each month, allowing children to gather in the Old School during part of the service before returning for Communion. We also retained the monthly 'Family Praise', thus ensuring that everyone has multiple ways to engage with worship each month.

We held a joyful "Sing Gloria!" evening in church in March as an opportunity for anyone wanting to learn and practise the service music introduced after Easter, along with a few other communion settings, led by the choir and interim Director of Music, David Curtis-Brignell.

The weekly service pattern continued as normal: Wednesday 10:30 am Holy Communion (followed by Coffee and Cake), Thursday 9:00 am Celtic Communion, and Friday 11:00 am BCP Communion and together they continued to provide spiritual nourishment for all who attended. The online Prayer Group enabled our practice of sharing lists of those in need, inviting any updates on individuals we uphold in prayer. This open, shared concern for one another remains a vital aspect of our parish's ministry.

The appeal in March to fund a Home Communion Set, ensuring we could bring Holy Communion to those unable to attend church in person, closed a few weeks later, having raised enough for the purchase, an example of the parish's generosity. Blessed early in 2025, the communion set is now in regular use.

Following the Lent courses across the Benefice, on Saturday 16th March many turned out for the annual Church Spring Clean, so the building looked pristine in time for the Easter season. A Garden of Repose replicating the Garden of Gethsemane was created in the Lady Chapel for Maundy Thursday, and resulted from the collecting of portable pot plants of all sorts with which to form a beautiful, prayerful space. We entered Holy Week with a moving Palm Sunday service, followed at 6.00 pm that evening by "The Way of the Cross", a reflective journey through the Passion in music and readings. From Monday through Wednesday of Holy Week each night at 9.00 pm we gathered in quiet, candlelit prayer, marking the close of day by turning our hearts toward repentance and preparing for the profound solemnities to come. On Maundy Thursday, we commemorated Christ's Institution of the Eucharist at the Service of the Last Supper, following which many kept silent night vigil until midnight in the Garden of Repose in the Lady Chapel. Good Friday began at noon with reflections on Jesus' final words from the cross, accompanied by Haydn's Seven Last Words on piano, and a thought-provoking sermon by Kevin Carey, while children engaged in creative crafts at the Old School. At 2.00 pm the Good Friday Liturgy presented a solemn account of Christ's Passion, emphasising the depth of His love and sacrifice. Simultaneously, a Family Praise service offered an all-age reflection, completed by the hot cross buns shared afterward.

Holy Saturday's Easter Vigil started at eight in the evening, around a brazier in the churchyard. We then moved indoors for a shortened vigil, rehearsing salvation's story and renewing our baptismal vows. Come Easter Sunday, we began quietly at 8.00 am with Holy Communion. Later, at 9.45 am, we joyfully proclaimed the Risen Christ in the First Eucharist of Easter, singing hymns of victory, sharing cake and fizz in the festive celebration.



Ascension Day was marked with a sung Eucharist at 8.00 pm before preparing for Pentecost Sunday with red vestments and a parish photograph. On Trinity Sunday, our Patronal Festival, after a celebratory morning Eucharist, we held our APCM (Annual Parochial Church Meeting) at 11:30 am and rounded off the day with a festal Evensong, complete with special choir music.

The Faithful Departed were commemorated on 3rd November with an evening service of music and readings, featuring our choir alongside guest singers and instrumentalists, under the direction of our new Director of Music, Charles Humphries. This solemn but hope-filled act of remembrance drew a large congregation, grateful for the chance to honour loved ones who have passed on.

Remembrance Sunday saw the parish gathered at 10.45 am by the War Memorial for the act of remembrance, including a two-minute silence at 11.00 am and a Church Parade Service, followed by refreshments in the hall. The solemnity concluded with "For the Fallen", an evening of music, poetry, readings, and prayers for peace, led by our parish choir.

The Advent Carol Service provided an opportunity for a candlelit service, with fine contributions from the augmented choir. The Festival of Nine Lessons and Carols, also candlelit, again saw the choir excel in leading carols, and a spirit of joyful anticipation pervaded.

Christmas Eve's two Crib Services (2.30 pm and 4.00 pm) filled the church with families: children dressed as angels, shepherds, and wise men, hearing again the story of Jesus' birth. Then at 11.15 pm Midnight Mass celebrated the welcome to Christmas Day with solemnity and wonder. Christmas Day morning proclaimed "Joy to the World" at the All Age Christmas Worship.

## **Music Mission**

Music plays a key role in Holy Trinity's life. In March, we were treated to a Friends Concert highlighting musical talent within our community, which helped raise funds for the upkeep of the building. The Cuckfield Music Festival in June brought recitals to Holy Trinity (organ, guitar, jazz vocals, etc.). The choir has gone from strength to strength, with the welcome addition of the Junior Choir at some services. The 'free' monthly Friday concert series again helped raise funds for our church's music mission.

## **Engaging with our Community**

After a successful reopening on 13th April, the Cuckfield Local Monthly Market has quickly become a highlight of our parish calendar, running on the second Saturday of each month in Holy Trinity. Bringing together local artisans, producers, and visitors, the market offers an array of sustainable goods and homemade treats, fostering a sense of community spirit and environmental stewardship. Volunteers from the church have played a vital role in serving refreshments and hosting, ensuring each event remains both welcoming and worthwhile. This market continues to draw people from near and far, strengthening ties within our church family and beyond. We also had smaller events like quiz nights, fish and chip suppers, and Friends concerts, continuing to raise funds for various outreach projects

The Christmas Tree Festival (6th-8th December), one of the community's favourite events, over three days, again filled the church with glittering, decorated trees, music, and visitors from the entire community. The Rock Choir performed once again on the Saturday evening.

## **Children & Families**

Throughout June and July, six children completed a short course to be admitted to Communion, culminating in a Sunday celebration during the 9.45 am service, while the Deanery Confirmation at St Giles, Horsted Keynes, saw five candidates confirmed by the Bishop.

We held our Family Praise Pet Blessing service outdoors, celebrating our animal companions and praying for all of God's creatures. Refreshments afterward all helped to provide for owners and especially the children a real highlight.

Choir Club and Choir Practice on Friday evenings have maintained the standard of our worship music and offered improved opportunities for young talents. Children's ministry continued steadily with church trails, film club, other seasonal events, and work in the schools.

Our primary school, Holy Trinity Cuckfield, academised in September when it joined the , Hurstpierpoint Trust. With governor appointments now made by on recommendation from various stakeholders, including the PCC, but without guaranteed numbers of 'foundation governors', beyond the needing to maintain the distinctively Christian ethos and majority, it now falls to the PCC and church community to actively engage in the school to ensure the church's profile and a stream of appropriate governor appointments results.

## **Outreach**

Ongoing gratitude goes to the volunteers who run the weekly food collection for families in need. Monthly visits to Goldbridge Nursing Home offer Holy Communion to the residents. Harvest Festival saw non-perishable items collected for Family Support Work. At the Toy Service in December Sunday, families brought new or gently used toys for children in need. The monthly Solos Lunches continued to provide companionship for the lonely. These tangible expressions of Christ's love are in addition to the charitable giving reviewed in more detail in the earlier section of this report.

## **Stewardship**

We launched our annual Stewardship Week on 20th October, reflecting on how best to use our gifts of time, talent, and money. The week included a fellowship meal, volunteer fair, and prayerful reflection, and culminated in Stewardship Sunday (27th October), when many reviewed their giving and commitments to help our parish in the coming year.

## **Organising for Growth**

During March, the Standing Committee began reviewing communication practices, and how best to organise for growth: ChurchSuite, a widely used integrated church management database for improving church administration and communication, had been on trial with the agreement of Standing Committee in both Cuckfield and Bolney. The PCC decided formally to adopt ChurchSuite, with the much appreciated help of Ian Walden; and, though changes will deliberately be gradual with its full benefits to be realised, it is now ensuring consistent, data-compliant storage, and immense help with rotas, service planning, and communication. At the same time, we have strengthened our social media presence and promotion.

At an Away Day in July at Worth Abbey, followed up in September and in work streams since, the PCC engaged with the challenges of growth and mission action. Resulting in five strands of initiative, these works streams have now developed to the point where in 2025 they shape the PCC's agenda, help reduce silo working, increase collaboration and connection and avoid duplication. In summary the work streams are:

### **ENABLE - Support stream**

Unites communications, financial management, and environmental stewardship to enable the church's mission: the team aims to amplify the church's presence, secure its financial stability, and provide the supporting processes, resources and technology to ensure the parish's viability.

### **ENERGISE - Worship and welcome stream**

Responsible for leading welcome and helping organise worship, to create an enriching, inclusive and welcoming atmosphere conducive to spiritual encounters.

### **ENCOURAGE - Wellbeing stream**

Provides support, prayer, and practical assistance to individuals and families within the church community during times of need, such as illness, bereavement, or other life challenges.

### **EQUIP - Wholeness & discipleship team**

Focuses on spiritual growth and Christian discipleship through small groups, courses, and mentoring to deepen faith and personal development, Christian basics and seasonal courses.

## **ENGAGE - witness team**

Engages with the local community through outreach events, service projects, and partnerships with local organisations, demonstrating God's love in practical ways and sharing the gospel message by local social action and global mission efforts.

## **Fabric**

Work began during the year to narrow down approaches to the roof restoration and ceiling conservation: a commissioned environmental assessment showed that roof insulation if done very carefully could save money and might help prevent condensation to the benefit of the ceiling. A submission was made to the Diocesan Advisory Committee (DAC) on the architect's advice to seek some direct preliminary feedback to help shape the roof project: would the DAC support the delicate introduction of a layer of insulation to reduce energy consumption and carbon footprint; given the scarcity of replacement Horsham stone, would the DAC support the regrading of the existing stone for the lower tiers of the roof and the replacement of the upper part of the roof with red clay tiles; and in principle, would they support those red clay tiles being photovoltaic, together with considering the sighting and battery storage to enable the resulting electricity storage.

DAC feedback was sufficiently encouraging for the appointment of a Quantity Surveyor to prepare a Stage 2 Report covering and costing these ideas to enable an outline case to be made in pre-faculty consultation with English Heritage, The Victorian Society, the Local Authority, and the DAC, to seek support and to identify opposition. This work is in hand.

Following heavy rains, the guttering and roof were inspected by our architect, Jonathan Cerowski, who advised improvements to the rainwater goods to enable excess water to flow away more easily, improving the flow into the downpipe in the corner between the vestry and the body of the church, which was duly carried out under List B consent.

The Quinquennial Inspection during the year delivered a generally encouraging report, while noting the continued 'at risk heritage' of the roof. The Reserves in the accounts of over £300,000 are designated primarily for this purpose. Additionally, a £50,000 donation gratefully received in the year from the Kempe Trust is also restricted for the restoration of the roof to help preserve the Kempe ceiling, and joins their donation of £10,000 (2023) for the creation of a Kempe digital display and interpretation resource.

The PCC is acutely aware of the generosity of these donations and the legacies received last year, together with the very significant legacy this year of £99,800 from the estate of the late Jill Rockey. As the year closed, the PCC were additionally delighted to hear of two further legacies the proceeds of which are expected in 2025.

## **Conclusion**

We ended 2024 with hearts full of thanksgiving for the many gifts the parish has enjoyed: growth in our children's and families' ministry; the flourishing choir and musical life, under Charles Humphries and the start of a wider music mission; the support for one another through funerals, pastoral care, and prayer lists; the vibrant markets, fundraising events, and strong links to the community; and the deepening fellowship in home groups, Sunday's Cool, and the many social activities that brought us closer together.

As Vicar of Holy Trinity, I extend my deepest thanks to everyone who contributed to the life and witness of this parish throughout the year: assistant priests, lay ministers, churchwardens, the PCC, musicians, volunteers, coffee makers, welcomers, cleaners, pastoral visitors, home group leaders, flower arrangers, bell ringers and countless more. Your faithfulness allows our community to shine as a beacon of hope, hospitality, and worship in Cuckfield. May God bless us all as we step into a new year, trusting in His grace to guide us onward.

## 8. Financial Review

### Introduction

The preparation of this year's accounts has 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 £382,108, compared to £591,115 for 2023. 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 £268,027 (2023: £243,512), which encouragingly was both above our budget and the income for last year due mainly to a significant legacy received during 2024. Our main source of income is regular giving, and we have been encouraged during 2024 that this has continued to remain broadly consistent with the prior year.

In 2024, we received £1,000 of grants (2023: £500) which came from the Listed Places of Worship.

Total expenditure for the year is £286,465 compared to £251,496 for 2023. This includes all the funds over which the PCC has control, unrestricted, designated and restricted. Expenditures in 2024 were higher than 2023 mainly due to the cost of refurbishing the Old School toilet facilities, together with general inflationary pressures.

The main operating expenditures of the church are covered by the unrestricted fund and expenditure for this fund was £210,225 (2023: £190,306). Spend was higher than last year due to continued inflation, but broadly consistent with budget given the expected contribution from the unrestricted fund towards the Old School toilet facility refurbishment. Whilst the PCC has worked hard to control costs, we continue to see rising costs in most areas, especially with respect to utilities.

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

### Related Parties

There were no payments to PCC members, persons closely connected to them, or to the related parties allowed under the Charities Act 2011. The PCC supports the clergy by paying £5,310 (2023: £1,280), 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 2024 in full.

### Staff costs

The PCC pays for the Parish Administrator, Church Accountant, the Children's and Families' Lay Minister 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 (approximately £55,000 in 2024).

The PCC is also mindful of major continuing expenditures in relation to the roof following the 2019 Church Architect's Quinquennial Inspection of the building, and has accordingly decided to hold an additional approximately £100,000 in reserves.

The total of the funds at the discretion of the PCC to utilise at the year-end was £500,288 including an amount of £33,953 designated for use for the management and operation of the Old School Property; and an amount of £311,779 designated for fabric improvements, primarily for relaying the Horsham Stone Roof, the objectives and timing of which continue under close review and development by the PCC. The remaining amount £154,556 (£500,288 less £33,953 less £311,779) broadly 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

Income for 2024 year was £54,524 (including a contribution of £10,000 (2023: £9,500) from the General Fund), up slightly compared to £51,516 in 2023. The Old School saw a number of changes to the level of activity by regular users, due to changing circumstances. Janet Beales, a long-time supporter and board member of the Old School, retired at the end of July 2024 and The Next Steps Nursery sadly closed. A replacement user for the Victorian Hall has been identified, and they are due to start after Easter 2025. A number of new users were welcomed, including Sussex Caterers, who are a seasonal user of the Old School Kitchen and a long term renter of storage space, following the clearing of a great deal of Nursery Equipment from the Old School. The appointment of the new Music Director has resulted in the provision of additional office space in the Parish Hub and changes to use of the Committee Room.

Expenditures for 2024 were £66,701 compared to £50,980 in 2023. The most important activity this year was the refurbishment of the West End toilet facilities. The Board used the £2,500 bequest from the late Guy Berkeley as requested, and The Old School and the General Fund contributed 50 % each (£17,941).

Due to problems with the gutter between the Old School and adjacent properties, water had caused damp in the kitchen and problems with the electrics. The Board agreed to get this roofing work done over the summer especially as the Toilet Project costs were significantly lower than planned. In view of the work done on the West End Toilets and the higher energy costs, the Old School Board has increased its hire fees by 7% from the beginning of 2025.

A transfer of £10,000 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 £5,658 was recorded for the year excluding the Strategic Refurbishment costs of £17,941 which came from Old School reserves. The total funds carried forward were £33,953.

## 10. The Friends of Holy Trinity Church Cuckfield

The Friends exists to raise funds for the church building and its principal artefacts by engaging with all in the Cuckfield community. Its funds arise from subscriptions, donations (including legacies) and event activities.

2024 was a difficult year for the Friends, as all but one of the committee members were new. The number of members remained stable, with a few additions and some losses due to the sad passing or infirmity of members, and those moving away.

	<b>As at 31.12.23</b>	Additions	Losses	<b>As at 31.12.24</b>
Life Members	106	3	0	109
Annual Members	232	2	4	230
<b>Total</b>	<b>338</b>	<b>5</b>	<b>4</b>	<b>339</b>

Just four events were mounted for the Friends in 2024, back down to the level prior to the record number of events in 2023, and the corresponding income was therefore reduced. The concert in March was very successful, filling the Church; there were two events at Cuckfield Park, one in July and one in December; and the Christmas Tree Festival Preview was a pleasant evening.

Accounting also for donations, legacies and Gift Aid, the net surplus/(deficit) in 2024 was £6,496 (2023: £16,212). Total reserves at the 31<sup>st</sup> December 2024 were £75,872 (2023: £69,381). The Friends membership is kept aware that the Friends' primary ambition is to support the Church by contributing to its major conservation and restoration projects, particularly the Horsham stone roof. This is involving building reserves year-on-year. However, in 2024 the Friends did fund the purchase of a pair of Processional Candlesticks.

## 11. Approval

The Annual Report for the ended Year 31<sup>st</sup> December 2024 was approved by the PCC and signed on its behalf by Revd Daniel Valentine (*Chair of the PCC*):



Date: 30<sup>th</sup> April 2025

## Statement of Financial Activities

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
<b>Income and endowments from:</b>							
Donations and legacies	242,807	2,009	56,411	-	<b>301,227</b>	498,689	
Charitable activities	4,053	-	-	-	<b>4,053</b>	6,701	
Other trading activities	14,711	41,867	11,779	-	<b>68,357</b>	84,085	
Investments	6,456	2,015	-	-	<b>8,471</b>	1,640	
Other receipts	-	-	-	-	-	-	
<b>Total income</b>	<b>268,027</b>	<b>45,891</b>	<b>68,190</b>	-	<b>382,108</b>	591,115	2
<b>Expenditure on:</b>					-		
Raising funds	2,212	417	3,389	-	<b>6,018</b>	8,549	
Charitable activities	208,013	66,904	5,530	-	<b>280,447</b>	242,947	
Other trading activities	-	-	-	-	-	-	
Other expenditure	-	-	-	-	-	-	
<b>Total expenditure</b>	<b>210,225</b>	<b>67,321</b>	<b>8,919</b>	-	<b>286,465</b>	251,496	3
Net gains (or losses) on investments							
<b>Net income or (net expenditure)</b>	<b>57,802</b>	<b>(21,430)</b>	<b>59,271</b>	-	<b>95,643</b>	339,619	
<b>Transfers between funds</b>	<b>(10,000)</b>	<b>10,000</b>	-	-	-	-	14
	47,802	(11,430)	59,271	-	95,643	339,619	
<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>47,802</b>	<b>(11,430)</b>	<b>59,271</b>	-	<b>95,643</b>	339,619	
Total funds brought forward	105,737	358,179	97,685	375,000	<b>936,601</b>	596,982	
<b>Total funds carried forward</b>	<b>153,539</b>	<b>346,749</b>	<b>156,956</b>	<b>375,000</b>	<b>1,032,244</b>	936,601	13

## Balance Sheet

	<b>Total Funds</b>	<i>Total Funds</i>	
	<b>2024</b>	<i>2023</i>	<b>Notes</b>
	£	£	
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	<b>458</b>	-	
Debtors	<b>4,519</b>	4,954	11
Investments	<b>34,694</b>	44,001	
Cash at bank and in hand	<b>634,979</b>	534,073	
<b>Total current assets</b>	<b>674,650</b>	583,028	
Creditors: Amounts falling due within one year	<b>(17,406)</b>	(21,658)	12
<b>Net current assets or (liabilities)</b>	<b>657,244</b>	561,370	
<b>Total assets less current liabilities</b>	<b>1,032,244</b>	936,370	
Creditors: Amounts falling due after more than one year	-	-	
Provisions for liabilities	-	-	
<b>Total net assets or (liabilities)</b>	<b>1,032,244</b>	936,370	10
<b>The funds of the charity:</b>			
Endowment funds	<b>375,000</b>	375,000	
Designated funds	<b>346,749</b>	358,179	
Restricted income funds	<b>156,956</b>	97,685	
Unrestricted funds	<b>153,539</b>	105,737	
<b>Total charity funds</b>	<b>1,032,244</b>	936,601	13

This Annual Financial Report, for the year ended 31st December 2024, including the notes following, was **Approved** by the PCC and signed on its behalf by **Revd Daniel Valentine (Chair of PCC)**



Date 30th April 2024



## Notes to the financial report

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### 1 Accounting policies

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#### 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.

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#### 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.

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#### c Income and endowments

All income and endowments, accounted for without deduction for any costs of recoverability, 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.

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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 2024	Total Funds 2023	Notes
	£	£	£	£	£	£	
Planned giving	105,808	-	-	-	105,808	111,227	
Planned giving (no tax refunds)	2,552	-	1,249	-	3,801	15,289	
Loose cash collections	5,966	-	25	-	5,991	4,683	
Gift Aid recovered	27,271	130	387	-	27,788	28,444	
Other donations	1,213	1,879	53,750	-	56,842	10,480	
Legacies	99,997	-	-	-	99,997	328,066	
Grants (see also note below)							
Mid Sussex District Council Community Fund	-	-	-	-	-	500	
Listed Places of Worship	-	-	1,000	-	1,000	-	
<b>Donations and legacies</b>	<b>242,807</b>	<b>2,009</b>	<b>56,411</b>	<b>-</b>	<b>301,227</b>	<b>498,689</b>	
Fees for weddings and funerals	4,053	-	-	-	4,053	6,701	
<b>Charitable activities</b>	<b>4,053</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,053</b>	<b>6,701</b>	
Christmas tree festival	12,664	-	-	-	12,664	13,889	
Other subscriptions	-	-	3,973	-	3,973	5,370	
Coffee functions	184	-	-	-	184	482	
Concerts and events	-	-	7,806	-	7,806	15,649	
Venue hire	1,863	41,867	-	-	43,730	48,695	
<b>Other trading activities</b>	<b>14,711</b>	<b>41,867</b>	<b>11,779</b>	<b>-</b>	<b>68,357</b>	<b>84,085</b>	
Interest on cash deposits	6,456	2,015	-	-	8,471	1,640	
<b>Investments</b>	<b>6,456</b>	<b>2,015</b>	<b>-</b>	<b>-</b>	<b>8,471</b>	<b>1,640</b>	
<b>Total income and endowments on all funds</b>	<b>268,027</b>	<b>45,891</b>	<b>68,190</b>	<b>-</b>	<b>382,108</b>	<b>591,115</b>	

The grants from the Listed Places of Worship Grant scheme was given as a contribution to the cost of stonework improvements. The grant from Mid Sussex District Council Community Fund was given as contribution to the church following the King's Coronation.

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## Notes to the financial report (continued)

### 3 Analysis of expenditure on:

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
Christmas tree festival costs	2,212	-	-	-	<b>2,212</b>	1,574	
Music events and costs	-	417	3,389	-	<b>3,806</b>	6,975	
<b>Cost of raising funds</b>	<b>2,212</b>	<b>417</b>	<b>3,389</b>	-	<b>6,018</b>	8,549	
Missionary and charitable giving	12,253	350	-	-	<b>12,603</b>	17,258	4
Diocesan parish share	88,700	-	-	-	<b>88,700</b>	85,400	
Staff	25,737	16,659	-	-	<b>42,396</b>	52,204	5
Clergy and other people's expenses	5,311	-	-	-	<b>5,311</b>	3,066	
Upkeep of services	7,745	502	1,000	-	<b>9,247</b>	9,029	
Youth and children's work	653	-	-	-	<b>653</b>	2,891	
Honorariums	11,680	-	-	-	<b>11,680</b>	9,367	
Water, gas and electricity	9,996	15,553	-	-	<b>25,549</b>	20,329	
Church maintenance and repair	29,860	29,656	4,394	-	<b>63,910</b>	25,017	
Insurance	4,250	2,833	-	-	<b>7,083</b>	7,035	
Printing, photocopying and other office costs	8,591	1,244	136	-	<b>9,971</b>	7,865	
Accounting software and examiner fees	1,222	-	-	-	<b>1,222</b>	1,296	7
Advertising	2,015	107	-	-	<b>2,122</b>	2,190	
<b>Cost of charitable activities</b>	<b>208,013</b>	<b>66,904</b>	<b>5,530</b>	-	<b>280,447</b>	242,947	
<b>Total expended on all funds</b>	<b>210,225</b>	<b>67,321</b>	<b>8,919</b>	-	<b>286,465</b>	251,496	12

## Notes to the financial report (continued)

### 4 Missionary and charitable giving

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
<b>Overseas:</b>							
<i>Samara's Aid</i>	1,250	-	-	-	<b>1,250</b>	1,250	
<i>Mary's Meals</i>	1,250	-	-	-	<b>1,250</b>	1,250	
<i>Tariro</i>	1,250	-	-	-	<b>1,250</b>	1,250	
<b>Domestic:</b>							
<i>Crawley Open House</i>	1,250	-	-	-	<b>1,250</b>	1,250	
<i>Refugees Welcome Crawley</i>	1,250	-	-	-	<b>1,250</b>	1,250	
<i>FSW</i>	1,250	-	-	-	<b>1,250</b>	1,250	
<i>HOPE</i>	4,553	-	-	-	<b>4,553</b>	-	
<i>Stroke Association</i>	-	-	-	-	-	6,125	
<i>Warm Welcome</i>	-	-	-	-	-	2,133	
<i>Holy Trinity CofE School, Cuckfield</i>	-	-	-	-	-	1,500	
<i>Other (all under £250)</i>	200	350	-	-	<b>550</b>	-	
	<b>12,253</b>	<b>350</b>	-	-	<b>12,603</b>	17,258	

### 5 Staff costs

	Unrestricted Fund	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
<b>Remuneration</b>							
<i>Wages and salaries</i>	25,737	16,659	-	-	<b>42,396</b>	52,204	
<i>Social Security costs (NIC)</i>	-	-	-	-	-	-	
	<b>25,737</b>	<b>16,659</b>	-	-	<b>42,396</b>	52,204	

In 2024, the General Fund includes the salaries of 7 members of staff (2023: 3) and the Designated Fund includes 2 members of staff (2023: 2).

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

The PCC supported the clergy by paying £5,310 (2023: £1,280) which includes Council Tax and water rates for the Vicarage plus other annual costs towards travel, hospitality, telephone, postage and broadband.

### 7 Governance

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
<i>Independent examination</i>	1,104	-	-	-	<b>1,104</b>	1,080	
<i>Software fees</i>	118	-	-	-	<b>118</b>	216	
	<b>1,222</b>	-	-	-	<b>1,222</b>	1,296	

## Notes to the financial report (continued)

### 8 Tangible fixed assets

	Freehold land and buildings	Designated Funds	Restricted Funds	Endowed Fund	Total fixed assets	Notes
	£		£	£	£	
<b>Cost or valuation</b>						
At 1 January 2024	375,000	-	-	-	<b>375,000</b>	
Additions	-	-	-	-	-	
Disposals	-	-	-	-	-	
Revaluation	-	-	-	-	-	
At 31 December 2024	<b>375,000</b>	-	-	-	<b>375,000</b>	
<b>Charge for impairment</b>						
At 1 January 2024	-	-	-	-	-	
Additions	-	-	-	-	-	
Disposals	-	-	-	-	-	
Revaluation	-	-	-	-	-	
At 31 December 2024	-	-	-	-	-	
<b>Net book amounts</b>						
<b>At 31 December 2024</b>	<b>375,000</b>	-	-	-	<b>375,000</b>	
<i>At 31 December 2023</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)

### 9 Analysis of net assets by fund

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
Fixed assets for church use	-	-	-	375,000	<b>375,000</b>	375,000	
Current assets (except cash)	3,438	63	1,476	-	<b>4,977</b>	5,185	
Cash at bank and on deposit	162,161	351,562	155,950	-	<b>669,673</b>	578,074	
Current liabilities	(12,060)	(4,876)	(470)	-	<b>(17,406)</b>	(21,658)	
	<b>153,539</b>	<b>346,749</b>	<b>156,956</b>	<b>375,000</b>	<b>1,032,244</b>	936,601	

### 10 Debtors

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
Gift Aid	1,838	63	1,019	-	<b>2,920</b>	3,414	
Prepayments	1,595	-	-	-	<b>1,595</b>	1,485	
Other Debtors	4	-	-	-	<b>4</b>	55	
	<b>3,437</b>	<b>63</b>	<b>1,019</b>	-	<b>4,519</b>	4,954	

### 11 Creditors: amounts falling due within one year

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowed Fund	Total Funds 2024	Total Funds 2023	Notes
	£		£	£	£	£	
Mission Giving	7,786	-	-	-	<b>7,786</b>	9,469	
Deferred Income	56	350	20	-	<b>426</b>	384	
Governance Costs	1,104	-	-	-	<b>1,104</b>	1,080	
Giving to Charities	268	-	-	-	<b>268</b>	7,778	
Accruals	2,762	4,526	450	-	<b>7,738</b>	1,756	
Other	84	-	-	-	<b>84</b>	1,191	
	<b>12,060</b>	<b>4,876</b>	<b>470</b>	-	<b>17,406</b>	21,658	

## Notes to the financial report (continued)

### 12 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, the Fabric Repair and Improvement Fund, which is used for fabric improvements that are not covered by specific donations or restricted funds, and Farmers Market Designated Fund, which is used for income and expenses associated with the Farmers Market.

**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 2024	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2024
	£	£	£	£	£
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	69,381	10,003	(3,512)	-	75,872
Music Fund	2,577	3,457	(1,767)	-	4,267
Warm Welcome Fund	179	-	-	-	179
Aumbry Fund	59	(59)	-	-	-
Gifts Fund	-	789	-	-	789
Roof Fund	25,489	54,000	(3,640)	-	75,849
<b>Total of all restricted funds</b>	<b>97,685</b>	<b>68,190</b>	<b>(8,919)</b>	<b>-</b>	<b>156,956</b>
Old School Operating Fund	46,130	44,524	(66,701)	10,000	33,953
Fabric Repair and Improvement Fund	312,049	-	(270)	-	311,779
Farmers Market Designated Fund	-	1,367	(350)	-	1,017
<b>Total of all designated funds</b>	<b>358,179</b>	<b>45,891</b>	<b>(67,321)</b>	<b>10,000</b>	<b>346,749</b>
General Fund	105,737	268,027	(210,225)	(10,000)	153,539
<b>Total of all Unrestricted Funds</b>	<b>105,737</b>	<b>268,027</b>	<b>(210,225)</b>	<b>(10,000)</b>	<b>153,539</b>
<b>Total funds</b>	<b>936,601</b>	<b>382,108</b>	<b>(286,465)</b>	<b>-</b>	<b>1,032,244</b>

### 13 Transfers between funds

A transfer of £10,000 (2023: £9,500) 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 of £nil (2023: £53,000) was made during 2023 from the General Fund to the Fabric Repair and Improvement Fund to set aside part of a recent legacy for future works and improvements.



## **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 2023 which are set out on pages 11-21.

### **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.

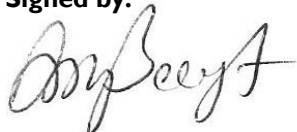
### **Independent examiner's statement**

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:**



**Amy Beecroft FCA**  
19 Newton Road  
Lindfield  
West Sussex RH16 2NB

**Date: 4<sup>th</sup> April 2025**