



**The Annual Vestry Meeting
and
The Annual Parochial Church Meeting
Wednesday 23rd September at 1900
in the Parish Church or Churchyard
(Covid-19 Restrictions)**

Annual Vestry Meeting - Agenda

1. Minutes of Vestry Meeting 2019
2. Election of Churchwardens

The Annual Parochial Church Meeting - Agenda

1. Apologies for Absence
2. Minutes of last year's meeting
3. Election of Parochial representatives of the laity to:
 - * Parochial Church Council
 - * Deanery Synod
4. Appointment of Sidespersons and the Independent Examiner
5. Consideration of:
 - * Annual Treasurer's Report year end 31/12/19
 - * Report on Changes in Electoral Roll since last APCM
 - * Report on proceedings of PCC and the parish generally
 - * Report on the fabric, goods & ornaments of the church
 - * Report on Safeguarding
 - * Report on Children's Church
 - * Report on proceedings of the Deanery Synod
6. Questions regarding church matters

*Bernie Baldock, PCC Secretary
3 August 2020*

Minutes of the Annual Vestry Meeting 2019

Held on Sunday 28 April 2019 at 1125 in St. Margaret's Church, Rottingdean. The meeting was for the purpose of electing two Churchwardens for the coming year.

Chair: Fr. Anthony Moore

Election of Churchwardens

Nominations: Mrs Joyce Bourne and Mrs Dawn Davidson

The nominations were accepted and there being no other nominations, Mrs Joyce Bourne and Mrs Dawn Davidson were duly elected.

Fr. Anthony expressed his personal thanks to the current churchwardens advising that the role of churchwarden is a very significant role providing support to the Incumbent whilst looking after the upkeep of the buildings and church surroundings. It is policy that after six years in the role the individual must step down and this is the reason Sue Leaney is retiring from the role of churchwarden. Sue has worked incredibly hard during a difficult few years, which included a Vacancy, and Fr. Anthony thanked her for her support and commitment during her time in the position. Sue was presented with a bouquet of flowers to mark her retirement.

Sue thanked Fr. Anthony, the PCC and the congregation for their support to her over the last six years.

Fr. Anthony also expressed his thanks to Joyce who has agreed to stand again and advised that it has been a privilege to work with her and the continuity in the role will be good for the church. He advised he is delighted to have Dawn on the team and is looking forward to working with her in the coming year.

Sue will remain in Office until the formal churchwarden's swearing in which is on 25 June at St. Margaret's, Rottingdean at which time Joyce and Dawn will be sworn in.

The Vestry meeting closed at 1131.

Minutes of the Annual Parochial Church Meeting 2019

Annual Parochial Church Meeting
Held on 28 April 2019 at 1131 in Saint Margaret's Church

Present: Chair – Fr. Anthony Moore, Incumbent; Mthr Lucy Sullivan, Assistant Curate; and 73 Parishioners

Apologies for Absence: Lindsey Delow, Audrey Renaut, Ian Blakey, Jean Newton, Harold De Souza, Gail Souppouris

Minutes of Meeting held on 22 April 2018:

The minutes were unanimously accepted as a true record and signed by the Chairman.

Election of PCC Representatives: there being no objections the following were elected:-

PCC : Sue Leaney, Heather Butler, Bernie Baldock

Deanery Synod: There were no new nominations. Michael Maddox continues in this role and is very committed.

There are still places available on PCC but there is scope to co-opt during the year if any new volunteers come forward before the 2020 APCM.

Matters Arising: No matters raised.

Sidespersons:

As there were no requests to step down, the existing sidespersons list remains the same.

Independent Examiner:

Fr. Anthony advised that Woodgate Accounting Services Ltd, who were appointed at the EGM on 16 September 2018 had provided an excellent service and the recommendation was to re-appoint as Independent Examiner for the completion of 2019 Accounts. There were no objections from the meeting.

Financial Statements:

Fr. Anthony thanked Robert Macrowan who has worked extremely hard over the last year. We now have a new finance software system that is running smoothly. Thanks to members of the congregation who have joined the Parish Giving Scheme which has helped to reduce the overall administration work and enables Gift Aid to be claimed monthly which has improved the cash flow situation.

The financial statements and Treasurer's Report were available in advance of the meeting and Fr. Anthony asked if there were any questions on these reports.

The question of charitable giving was raised and Fr. Anthony advised that since the Accounts were put together we have contributed £2,000 to St. Margaret's school.

It has also been agreed to give 50% of funds raised by the 2019 Christmas Tree Festival to the 4 Deans Stroke Club.

Following the completion of the 2019 year end Accounts, we will review our overall future giving whilst bearing in mind that we must act responsibly and endeavor to maintain a contingency fund equal to three months running costs in the event of unforeseen expenditure.

There were no further questions or points of concern raised by the congregation.

Electoral Roll:

Thanks to our Electoral Roll Officer, Elaine Bowden for her report. At the time of writing there were 162 on the Roll and this has now risen to 170. This is a fair representation of our church congregation. If you are new to St. Margaret's and would like to join the Roll please speak to Elaine.

Report on proceedings of PCC and the Parish.

Report attached. No matters raised.

Fabric, Goods and Ornaments of the Church Report:

This report is self-explanatory. Fr. Anthony mentioned the projected cost of the Tower repairs and that it is essential the work starts in autumn. We are roughly £30/35k short and considerable work is being done to raise these funds. Special thanks to Belle Howard who is busy preparing grant applications. We have been awarded a grant of £8k by Historic Churches.

Fr. Anthony advised that the Diocese approved a Faculty to appoint Andrew Clark to carry out repairs over a 5 year period to the churchyard walls – Andrew's work is exemplary and Fr. Anthony noted his thanks to Andrew who has carried out this work on a voluntary basis.

The upkeep of the building is the legal responsibility of the Incumbent and the Churchwardens but thanks should also go to everyone who cares for and looks after the church. and especially the volunteers who regularly clean and to flower arrangers for their displays which are frequently admired by our many visitors.

Fr. Anthony thanked the churchwardens for their detailed reports and remarked that it is especially relevant to note that our Pastoral Care Team; Joyce Bourne, Marie Freeman, Mthr Lucy are working hard to ensure that housebound members of the congregation are being visited regularly and Communion being taken to those who wish to receive. The Singing Kettle, which is flourishing, is a much-enjoyed local community weekly event and thanks noted to all involved.

Fr. Anthony thanked all church volunteers for their help and commitment during the last year.

Questions/Comments:

Joy de Souza asked about church involvement with St. Margaret's school in terms of financial support. Fr. Anthony advised we are committed to supporting the school both financially (annual donation) and pastorally. Fr. Anthony is a School Governor and Wellbeing Governor and Mthr Lucy is also investing more time and forming strong links with the parents and their children.

Ann Hayes commented that there has been much publicity about Government funding cuts to schools. Kiri Souppouris who is Chair of Finance at the school advised that the school has recently been approved Grant funding.

Safeguarding Report:

Fr. Anthony expressed his thanks to Jan McFadyen for her enthusiasm and expertise and the very detailed report attached.

Jan is currently working on our new Policy that is also being considered by the Diocese as a template for other Parishes to use. Our safeguarding policy is in place to protect both children and vulnerable adults and it is incumbent on the church to exercise the highest standards of care and due diligence.

No questions or additional matters raised.

Children's Church:

Children's Church is beginning to flourish and thanks noted to Mthr. Lucy, who is being assisted by Helen, Jackie and Gina for their support and hard work. The Sunday Family Service is growing and the school head is also very open to working closely with the church.

No further questions or comments made.

Deanery Synod:

Report attached with thanks to Michael Maddox. Fr. Anthony and Mthr. Lucy also regularly attend the evening meetings. Brighton Deanery is a large Deanery with 22 churches. The meetings are an opportunity for clergy and laypeople to engage with other churches in the Deanery, to raise concerns which can be escalated and to keep informed of events and issues elsewhere.

No further questions or comments made.

Questions re Church Matters:

1) Norman Cuddeford asked about the problem with the damp under the platform floor. Fr. Anthony advised that temporary repairs have been done but that it needs to be discussed with the Architect. The pews are also sinking into the mud underneath and the whole floor may need raised to resolve the problem.

Toilet and kitchen facilities badly need to be upgraded if we want to grow the congregation. The PCC is working with the Architect to agree plans to create a space that while retaining the integrity and beauty of our sacred place will also serve the community for the next 100 years.

2) John Cummings said that he thought the historical memorial stones under the platform should be uncovered which includes a memorial to Steyning Beard.

No further questions asked.

Fr. Anthony expressed his thanks to the congregation for making St. Margaret's what it is and for the support and discipleship shown. He said Mthr Lucy is a remarkable colleague and thanked her for her hard work and sense of fun. Mthr Lucy is to be ordained in June and he asked the congregation to keep her in their prayers.

He invited members of the congregation to contact him if they have any concerns or questions. He is hugely encouraged by the commitment shown and looks forward to the continued growth of the church.

At this point Gina thanked Fr. Anthony on behalf of the congregation for being a wonderful Priest.

Fr. Anthony closed the meeting at 1211 with The Grace.

Minutes of the Extraordinary General Meeting held Sunday 16 September 2018

An Extraordinary General Meeting was held on Sunday 16 September 2018 at 1120 in St. Margaret's Church, Rottingdean immediately following the Parish Eucharist.

The meeting was for the purpose of presenting the Annual Accounts for year ending 31 December 2017 to the congregation, as they had been unavailable at the Annual Parochial Church Meeting that had been held on 22 April 2018.

Chair: Fr. Anthony Moore

Fr. Anthony confirmed that the 2017 Accounts had been examined by Woodgate Accounting Services Ltd and had been presented and discussed at PCC. The Report and Accounts had been approved by PCC at the PCC meeting on 12 September 2018.

Fr. Anthony gave a summary of the Accounts and advised of a break-even position in terms of giving, boosted by a very welcome and substantial Legacy from May Gilmore's Estate, for which we are very grateful.

Fr. Anthony invited questions from the members of the congregation present. No further matters were raised.

Woodgate Accounting Service Ltd was formally appointed as Independent Examiner for the coming year.

The Extraordinary General Meeting closed at 1125.

Reports for the Annual Parochial Church Meeting 2020

Treasurer's Report for Year Ending 31st December 2019

I could not start my report off without a huge thank you for the tower restoration project. The major work to the tower is now complete and the tower fund is enough in credit to be used for the future repairs to the interior of the tower and the success of this project is down to the commitment and dedication of the members of this congregation, so thank you.

Our income for the year was £100,360.01 whilst our expenses £109,908.33. However we had a surplus of funds from the previous year so in fact we closed 2019 in credit to the sum of £72872.08

So whilst we are in a healthy position on a day to day (and having reviewed our outgoing costs) our expenditure is exceeding our income. These are difficult financial times with possibly worse to come but I would like to ask that you review your regular giving. One way of doing this is the automatic increase function available in the Parish Giving Scheme. For those of you still not signed up if I could take this opportunity to recommend it to you. Not only does it save the church lots of administrative time (and reduce the possibility of mistakes) but it improves our cash flow by refunding us gift aid each month rather than quarterly.

All in all 2019 was a good year for us, we introduced yet more technology with our Goodbox contactless terminal at the rear of the church. This means that people can donate just by touching their card or phone against the terminal and to date this has brought in £588.41, after commission.

Our concert and festivals programme was boosted with the introduction of Music at St Margaret's. Not only does this bring more people into contact with the church but it also raised £10660.28. We are very grateful to those who responded to our more recent requests for sponsorship of concerts.

Our invoice and billing system is running well: its main area of use is with the cottage hire which last year brought in £6768.25

It was Father Anthony and the PCC's wish that as a church we did not forget our charitable role and that we should look at giving to the village, our city and internationally. I am therefore pleased to inform you that we have increased our regular support to our school from £1000 to £2000 per annum. We have made donations to the Four Deans Stroke Club, the Off the Fence homeless charity and our hub remains one of the largest donors to the Whitehawk food bank.

Last year on the Parish Pilgrimage to the Holy land we were privileged to see the work of the Bethlehem Rehabilitation Centre. With no state aid and the difficulties of working in what is effectively isolation it was felt this would be an ideal candidate for our international charity, and fittingly our collection from two of our Christmas services was given to them.

All our new IT systems and technology is running well and we have virtually eliminated the use of cheques both for payment and income. We strive to pay all our suppliers within 14 days by BACS, our Parish Share is paid in full as are all fees that are due. At the time of writing we have no debt or liabilities.

From a Treasurer's point of view it's a nice position to find myself in and therefore this would seem to be a good time to pass on the reins. So this will be my last year as PCC Treasurer and hopefully as soon as we can find a suitable person we can start the handover in order to aim for a smooth transition.

Our new IT system certainly makes the role much easier and less time consuming and I would invite anybody interested to come and chat to me about it.

Robert Macrowan, PCC Treasurer
5 March 2020

Report on changes to the Electoral Roll since the last APCM

Every six years a new Electoral Roll has to be compiled and at the end of 2019 there were 168 names on the new Roll, of which 98 were resident in the parish and 70 were non-resident. One death (non-resident) was recorded.

If any of your personal details change, please let either the electoral roll officer or Fr Anthony know as it is important that the information held is accurate.

You may apply to be included on the Electoral Roll at any time. Application forms are available from the electoral roll officer or from the Church office.

To be eligible you must be aged over 16, be a member of the Church of England and resident in the ecclesiastical parish. However if you live outside the parish, you can apply if you have attended church regularly for the past six months.

Elaine Bowden, Electoral Roll Officer

Reports on the Proceedings of the Parochial Church Council and the Parish generally

The PCC met 3 times during the year with an average attendance of 80%. The main matters under discussion were Finance, Fundraising, Safeguarding, Pastoral care, Children's Church, Deanary Synod Fabric, Churchyard and Our Vision for the Future. As far as the latter is concerned we had a Follow up Away Day which resulted in a resolution to proceed with advancing plans for reordering the Church to accommodate the whole village community. We also had a presentation from a member of another Church who had experienced alterations to their Church on the pitfalls and time that it had taken them.

In June Mother Lucy Sullivan was ordained priest and she celebrated her 1st Mass with us at St. Margaret's on Monday 17th June. The PCC wish to congratulate her and wish her well.

We welcomed Mrs. Dawn Davidson as the new Churchwarden.

We raised enough money to complete a full repair of the Tower, which took 3 months to complete (finished within the time allocated). Our heartfelt thanks go out to the many individuals and organisations that made this possible.

Healing services have taken place each month and there have been a variety of themed teaching sessions by father Anthony and Mother Lucy that have proved to be both extremely instructive and popular. The PCC thank them both for their hard and considerate work.

We continue to support ideas for encouraging the younger generation into our family, greatly assisted by Mother Lucy.

In May 2019 Father Anthony led a 10-day pilgrimage to the Holy Land – an experience which was never to be forgotten by those who went, and in October Mother Lucy led a 1-day pilgrimage to Canterbury which was also thoroughly enjoyed. Again the PCC wishes to thank them for their efforts.

Throughout the year we have put on many social & community events which have appealed to a wide audience, experienced some superb orchestral and vocal classical music, an organ recital, singalong film, Burne-Jones lecture, historic Rottingdean lecture, a Harvest Festival Weekend and a Christmas Tree Festival. All of which have brought people into our beautiful Church and assisted fundraising into the bargain.

Sadly this is written at a time when, along with every other spiritual and secular community organisation, St. Margaret's church building is closed due to the Covid19 pandemic. The PCC wish you all safekeeping, good health and God speed until we meet, in person, again.

Joyce Bourne, Churchwarden

Report on the Fabric, Goods and Ornaments of the Church

The main work on the church building this year was the repair to the **church tower**. Fortunately, good weather meant this was completed on time, with minimum disruption and on budget. Thanks are due to all the workers who were able to work within the confines of the church's services so that it was possible to proceed without the attendant noise of the workmen. We were able to enjoy the Christmas services free of scaffolding and to appreciate the work that had been done.

Church interior

The dais in front of the altar continues to give rise to concern as there is evidence of further 'sinking' and movement. This has been repaired on a number of occasions and we are now looking for a permanent solution to the problem. The COVID 19 lockdown has prevented any further inspection but is something that should be addressed as soon as the lockdown is over. The work is essential, not only for the safety of the congregation and ministers, but also for the many events the church hosts.

There have been meetings with the church architect and the DAC to consider the problem of the main aisle and the loose tiles, as part of the ongoing discussions on reorganisation of the church interior. A meeting with Heritage England had to be cancelled because of the coronavirus lockdown.

A number of church mice took up residence in the flower room and these have been dealt with.

The annual inventory of church silver, furniture and artefacts had been partially completed when the lockdown intervened. This will be finished when the lockdown ends.

Churchyard

Paul Wright continues to provide a high level of garden maintenance for us during the lockdown which has been much appreciated, as there have been a significant number of people visiting the churchyard whilst taking their daily exercise.

The church wardens have a duty to ensure the graveyard is properly cared for and maintained. It is regularly inspected, particularly checking headstones for signs of movement which could be a danger to visitors and the wider public. Inspections were increased whilst the church has been closed during the coronavirus lockdown.

At the end of last year, a number of overgrown and dangerous trees were trimmed and two removed. One was dead and the other was leaning on an important flint wall. The wood has been collected and retained for sale. Trees overhanging the front path were trimmed back to regulation height as defined by BHCC.

There have been repairs to the porch and lychgate lighting as well as the path lighting. Parts of the boundary church wall have been repointed.

Two historic box tombs are in the process of being repaired. This work has been hindered by the lockdown but it is hoped this will be completed as soon as possible after lockdown ends.

A memorial to the Jukes family has been added to the Garden of Remembrance.

Mike Laslett, a member of the congregation, has produced a guide to the graveyard which provides a most interesting look at the lives of people buried there. He has also produced a separate booklet on the Commonwealth War Graves in time for the 75th anniversary of VE Day.

Dawn Davidson, Churchwarden

Pastoral Care

The basic team consists of Fr. Anthony Moore, Mthr Lucy Sullivan, Joyce Bourne and Marie Freeman.

The premise is that any person that desires help in any way, be it emotionally, spiritually or physically will, with their permission, be visited by one of us. A joint decision will then be made on the way forward.

Information is available to the entire congregation that we are available to help but only with the permission of the person involved.

The system appears to work well. Referrals are quickly followed up. To my knowledge there has been one sick person missed for two weeks who was thought to be on holiday. Since then we have reinforced the importance of communication.

Coffee and chats after 1000 Eucharist proves to be a popular meeting and getting-to-know-you function.

St. Margaret's also heads up two important community groups at The Cottage (Church Hall). The "Singing Kettle", a coffee, cake and chat, each Tuesday morning which has brought together many people for the past 14 years. We took 30 people on a short holiday this year and organise day trips and a Christmas lunch. We only close one day per year. We also run a popular community group in St. Margaret's Cottage known as "Knit and Natter" which meets every Wednesday evening to offer exactly what it says in the name.

Joyce Bourne

Report on Safeguarding in the Parish

This year's report follows a somewhat different pattern, due to it having been a somewhat different year, at least in its ending.

The main achievements this year have been:

- Achieving full Disclosure and Barring (DBS) checks for all relevant personnel. This includes all PCC members, all individuals working with children and young people and those working with vulnerable adults. In instances where there was some doubt over applicability for testing, advice was sought from the Diocesan Safeguarding Team and followed as directed.
- Adopting a fuller Safeguarding Policy to lay out the principles of Safeguarding in St Margaret's, showing the foundations from church and society on which they are based, and explaining how we will put these principles into practice. The Safeguarding Policy is available on-line via the parish website, by clicking on the link at the top of the home page marked "Safeguarding".
- Achieving the Simple Quality Protects (SQP) Framework, First Level accreditation. This eventually happened in July, and we were delighted to be given the official diocesan seal of approval. The SQP folder is situated in the church office. It covers the domains of practice, people, structures and activities.

I anticipate that Safeguarding will change significantly and in unforeseen ways in the coming year as we explore how to be church in the current COVID -19 Era. The main tenets of keeping everyone safe from harm will remain, but the methods may need to change, as the threats have expanded from humans and systems to viral.

This is my last Annual Report as Safeguarding Officer. I am standing down for personal reasons but offer my best wishes to my successor and offer any such support as they may require. My thanks also go to Fr. Anthony, Mthr. Lucy, Anne Frazier, Deputy Safeguarding Officer, the Churchwardens and the PCC for their unstinting support.

Jan McFadyen, PCC Safeguarding Officer
June 2020

Report on Children's Church

Over the summer 2019 the provision of Children's Church (ChCh) was reviewed by surveying the families we have contact with- the results of this survey encouraged a change in the time of sessions and so from October '19 the ChCh has met on the third Sunday of the month at 1600-1730, in the Cottage.

The following report includes detail on the aim and objective of the Children's Church, curriculum, attenders and volunteers and hopes for the next year.

Aim and Objective of the Children's Church

Through the Children's church we aim to teach and share the gospel, church practices and the celebrations of the church in a fun and engaging environment through story, music, arts and friendship- predominantly using the Godly Play Method (www.Godlyplay.uk). It is a place for children to begin their journey as followers of Christ, taught by members of our church family and the clergy it is open to children of school age and their parents.

Attenders and volunteers

Attendance over the last year has been low, but those families that do attend are committed to the new timings and programme. Growth of the group is severely limited by the lack of volunteers, due to safety and safeguarding concerns about how many people might turn up. We cannot advertise the ChCh more widely until we have a more substantial network of volunteers and those willing to plan and lead sessions.

Our current group of children age from 4-8yrs old and all are accompanied by a parent/ carer for the session. Occasional contact with other children has been achieved through the monthly Family Parish Eucharist, held on the first Sunday of the month.

Last year it was reported that an older ChCh met during the service on the third Sunday of the month. This was successful and enjoyed by those who attended but had to come to an end due to the number of volunteers available.

Many thanks to those who have helped over the past year, without your help we could not have offered what has been available.

Curriculum

Last year we moved away from the 'Living Stones' curriculum and we are pleased to have continued building our own resources and lesson plans mostly based on the seasons of the church calendar. Through these sessions there has been great involvement with the activities of the wider church- first in preparing Shoeboxes, then with the Christmas Tree Festival. We had hoped for the children to be involved in some way with the Flower Festival.

In January St Margaret's hosted a Godly Play introductory workshop for children's workers in the Brighton Deanery and neighbouring Roman Catholic parishes, this was attended by three of our congregation. Once ChCh restarts after the CoVid-19 restrictions it is hoped that we can structure our sessions using this model. The aim of this model is to develop spirituality through Bible study and using props. It has been shown to work for all ages and particularly primary school children and creates a link with parents who are involved alongside their children.

Children's Church during Lockdown

Lockdown has of course stopped our regular meetings and it is not known when we will be able to resume our sessions. Unfortunately, the Good Friday workshop had to be cancelled, but over the Easter season Mthr Lucy was able to share the stories of Holy Week and Easter by recording and sending videos home to parents with a story and family activity. More of these videos are planned for Ascension, Pentecost and beyond.

Finances

The Children's Church continues to run with little expense. From Children's Church funds we were able to treat the children to a lunch and trip to the pantomime. We have also spent a little money on some resources for our Godly Play sessions. This year we are in position to write a proper budget as we have a more realistic idea of our income/ expenditure.

Priorities for 2020/21

There are two clear priorities for the next year.

- First must be recruiting volunteers prepared to help plan and run sessions; first, in order to be able to advertise the group more widely and increase numbers and second, to ensure the future of the ChCh when Mthr Lucy's curacy comes to an end in 2021/22.
- Develop some provision for nurturing the spiritual growth of those in the 11+ age group.

Please do continue to pray for the children of the Parish, for our volunteers and those who might consider volunteering in the future, and the important work of the Children's Church.

Mthr Lucy Sullivan, Assistant Curate.

Report on the Proceedings of the Brighton Deanery Synod

Deanery Synod met on four occasions in 2019 under the Chairmanship of the Rural Dean, Revd. Andrew Woodward, vicar of St Mary's Kemp Town. There are 22 churches in the Brighton Deanery – a vacancy exists at St Bartholomew's and St Wulfran's Ovingdean remains under the care of the Archdeacon of Lewes and Brighton (with assistance being provided by our own Mother Lucy).

The Suffragen Bishop of Lewes - Bishop Richard Jackson – attended the September Synod to set out the Diocese strategy for 2020-2025. The challenge around attendances continues - the strategic goal must be to increase the number of people, particularly young people, who attend church. Churches are encouraged to become: MORE OPEN - *a family of all ages*; MORE CONVERTED TO JESUS CHRIST- *communicating the Gospel through a wide-open front door*; MORE GENEROUS – *joyfully helping sustain less wealthy parishes, and* MORE ENGAGED – *to become a church family that nurtures and encourages a sense of vocation to love, expressing itself in service, and whose reputation in the community is one of bringing blessing and transformation; a church which works with all those of goodwill to contribute to the common good.*

The Diocese remains committed to equip churches and provide training and assistance for lay ministries and volunteers. The need for churches to create a safe and supportive environment for those with mental health challenges has recently been acknowledged and a Diocesan 'Mental Health and Well Being Facilitator' has been appointed to provide resources to help Churches spot problems and respond appropriately.

Support continues to be available from the Deanery Children's and Young People's Coordinator. In his first year John Lewry carried out an extensive review across the Deanery, and as there is a lack of volunteers and funds, it has been decided he now concentrates on helping develop 3 sustainable projects – one is 'Explorers' at Woodingdean. He remains available to help churches with young people's work if needed.

Two examples of opportunities for members of St Margaret's to support community projects within the Deanery are as follows:

- a. Street Pastors 'Brighton and Hove Street Pastors' seek Christian volunteers to join their team who patrol streets in central Brighton on Friday nights to listen, care and help anyone in need. www.streetpastors.org
- b. Night Shelter Assistants Led by St Peters, and in partnership with the YMCA, 15 Brighton & Hove Churches of different denominations are working together to provide a year-round night shelter facility in St Patricks Church, Cambridge Road. Fifteen sleepers are accommodated and provided with an evening meal and a proper bed and breakfast. (Referrals are from St Mungo's and similar organisations.) This is an improvement to the service, which was previously provided only in winter months from 7 different churches. Prospective volunteer helpers are invited to contact the Revd. Jonny Grumbel at St Peter's.

Postscript: Bishop Richard took up an appointment as Bishop of Hereford in January 2020 – a successor as Bishop of Lewes has yet to be appointed.

Michael Maddox, Deanery Synod representative

Accounts follow. Please note that the generous Christmas charity donations do not appear in the 2019 accounts as monies were not banked until the beginning of January 2020.

DRAFT 16/07/2020

**PAROCHIAL CHURCH COUNCIL OF
ST MARGARET, ROTTINGDEAN**

**ANNUAL REPORT AND
FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31 DECEMBER 2019**

PAROCHIAL CHURCH COUNCIL OF ST. MARGARET, ROTTINGDEAN

Financial Statements for the Year Ended 31 December 2019

Receipts and Payments Accounts

	Note	Unrestricted Funds £	Restricted Funds £	Endowed Funds £	Total 2019 £	Total 2018 £
Receipts						
Voluntary receipts:						
Planned giving		270	-	-	270	15,423
Collections at services		4,886	-	-	4,886	6,298
All other giving/voluntary receipts	4 a)	108,503	1,812	-	110,315	112,355
Gift Aid recovered		8,802	-	-	8,802	5,500
		122,461	1,812	-	124,273	139,576
Activities for generating funds	4 b)	13,682	-	-	13,682	33,567
Investment income	4 c)	770	-	-	770	1,027
Church activities	4 d)	27,835	-	-	27,835	30,581
Total receipts		164,748	1,812	-	166,560	204,751
Payments						
Church activities:						
Parish share		71,883	-	-	71,883	71,995
Clergy and Staffing costs		6,115	-	-	6,115	5,889
Church running expenses	4 e)	57,273	85,678	-	142,951	42,357
Cottage running expenses		1,584	-	-	1,584	4,033
Mission giving and donations	4 f)	2,000	-	-	2,000	2,391
		138,855	85,678	-	224,533	126,665
Cost of generating funds		-	-	-	-	598
Total payments		138,855	85,678	-	224,533	127,263
Excess of payments over receipts		25,893	- 83,866	-	57,973	77,488
Transfers between funds	-	35,079	35,079	-	-	-
	-	9,186	48,787	-	57,973	77,488
Cash at bank and in hand at 1 January		147,865	48,787	-	196,652	196,652
Cash at bank and in hand at 31 December		138,679	-	-	138,679	274,140

PAROCHIAL CHURCH COUNCIL OF ST. MARGARET, ROTTINGDEAN

Financial Statements for the Year Ended 31 December 2019

Statement of Assets and Liabilities

Note	Unrestricted Funds £	Restricted Funds £	Endowed Funds £	Total 2019 £	Total 2018 £
Cash Funds					
Bank Current Account	101,383	-	-	101,383	159,652
Deposit Accounts	37,296	-	-	37,296	37,000
Petty Cash	-	-	-	-	-
	<u>138,679</u>	<u>-</u>	<u>-</u>	<u>138,679</u>	<u>196,652</u>
Other Monetary Assets					
Income Tax Recoverable	-	-	-	-	4,907
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,907</u>
Investment Assets					
Church Board of Finance Funds at market value	-	-	17,485	17,485	15,037
	<u>-</u>	<u>-</u>	<u>17,485</u>	<u>17,485</u>	<u>15,037</u>
Assets retained for Church use	<u>185,000</u>	<u>-</u>	<u>-</u>	<u>185,000</u>	<u>185,000</u>
Liabilities - Long Term Loan	<u>5,100</u>	<u>-</u>	<u>-</u>	<u>5,100</u>	<u>5,100</u>

Notes

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis.
2. Fixed assets retained for church use are the freehold house at The Cottage, The Green, Rottingdean.
3. The Endowment funds have to be retained as a capital fund, but the income is for ordinary church purposes. They are invested in CBF Investment Funds

4. Further Analysis of Receipts and Payments

	Unrestricted General Fund £	Restricted Fund £	Endowed Fund £	Total 2019 £	Total 2018 £
Receipts					
a) All other giving/voluntary receipts:					
Donations	108,503	1,812	-	110,315	108,455
Legacies and bequests	-	-	-	-	3,900
	<u>108,503</u>	<u>1,812</u>	<u>-</u>	<u>110,315</u>	<u>112,355</u>
b) Activities for generating funds:					
Fundraising events	11,771	-	-	11,771	9,910
Special appeals	1,911	-	-	1,911	23,657
Grants	-	-	-	-	-
	<u>13,682</u>	<u>-</u>	<u>-</u>	<u>13,682</u>	<u>33,567</u>
c) Investment income:					
Dividends on CBF Investment Fund	106	-	-	106	224
Bank and CBF Deposit Fund Interest	664	-	-	664	803
	<u>770</u>	<u>-</u>	<u>-</u>	<u>770</u>	<u>1,027</u>
d) Church activities:					
Fees for weddings and funerals	18,407	-	-	18,407	19,483
Church and cottage hiring fees	6,784	-	-	6,784	5,933
Miscellaneous sales	2,644	-	-	2,644	5,165
	<u>27,835</u>	<u>-</u>	<u>-</u>	<u>27,835</u>	<u>30,581</u>
Payments					
e) Church running expenses:					
Upkeep of services	10,927	-	-	10,927	2,905
Church building running costs	21,375	85,678	-	107,053	17,641
Walsingham visit	808	-	-	808	-
Church repairs and maintenance	-	-	-	-	-
Churchyard upkeep	8,904	-	-	8,904	8,810
Printing and stationery	3,359	-	-	3,359	5,203
Governance costs	2,820	-	-	2,820	1,001
Graves and memorials	-	-	-	-	-
Miscellaneous costs	9,080	-	-	9,080	6,797
	<u>57,273</u>	<u>85,678</u>	<u>-</u>	<u>142,951</u>	<u>42,357</u>
f) Mission giving and donations:					
Rottingdean School	2,000	-	-	2,000	2,000
Off The Fence	-	-	-	-	366
Royal British Legion	-	-	-	-	25
	<u>2,000</u>	<u>-</u>	<u>-</u>	<u>2,000</u>	<u>2,391</u>