

The Parish Church of St John the Evangelist, Crowborough



**Annual Reports and Financial Statements
for the Parochial Church Council of St John the Evangelist Church,
Crowborough for the year ended 31st December 2017
to be presented at the Annual Vestry and Parochial Church Meetings
to be held in the Church Hall at 11.30 a.m. on Sunday 8th April 2018**

Agenda

A. Vestry Meeting 2018

Apologies for absence

Election of two Churchwardens

B. Annual Parochial Church Meeting 2018

Minutes of last year's meeting

- Matters arising from the Minutes

Election of PCC

Adoption of Sidespersons, Readers, Intercessors, Eucharistic Ministers and Servers

Trustees' Annual Report for 2017

Any Other Business



The Parish Church of St John the Evangelist, Crowborough



Minutes of the Annual Vestry Meeting and the Annual Parochial Church Meeting of St John the Evangelist Church, Crowborough held in church on 23rd April 2017

The meetings began with prayer led by Fr Paul.

A. Vestry Meeting

1. **Apologies for Absence** had been received from Paul Brown, David and Jennifer Chatterton, Ann Cracknell, John and Jo Hobden, Patricia Parker, Miriam Penn, Angela, Elliot and Giles Sinclair, Tracey Stevens.
2. **Election of Two Churchwardens** - The following nominations for the role of Churchwarden were received:
 - Susan Miell – proposed by Yvonne Lockett and seconded by Rita Burton
 - Ronald Rose – proposed by Shirley Kneath and seconded by Lynn Page

There being no further nominations, the Chair announced that Susan Miell and Ronald Rose were duly elected for the coming year.

The meeting was then closed.

B. Annual Parochial Church Meeting 2017

1. **Minutes of last year's meeting** were agreed and signed as being a correct record - proposed by Yvonne Lockett and seconded by Lynn Page.
2. **Matters arising from the Minutes** – The minutes correctly stated that Fr Paul was licensed as 'Priest in Charge'. However, he had recently been informed that he will be licensed as 'Vicar' on Tuesday 11th July by Bishop Richard and Archdeacon Edward.
3. **Election of PCC members and members for Deanery Synod**
 - The PCC for 2017 will consist: Michael Bains, Carol Brown, Rita Burton, David Chatterton, Craig Dawson, Michael Hewens, Susan Miell, Philip Morris, Gill Noakes, Ron Rose, Jason Sadler and Ross Sinclair. Proposed by John Tilley and seconded by Juliet Morris.
 - The Deanery Synod will consist: Michael Hewens, Jason Sadler and Ross Sinclair. Proposed Philip Morris and seconded by Angela Bains.

Fr Paul thanked Yvonne Lockett who was stepping down as both Churchwarden and from the PCC and Michael Hewens for his work as Churchwarden. He made presentations to them both.

4. **Adoption of Sidespersons, Readers, Intercessors, Eucharistic Ministers and Servers** - the following were adopted in these roles:

- **Sidespersons:** Angela Bains, Michael Bains, Di Bigwood, Carol Brown, Rita Burton, Peter Dann, Jo Hobden, John Hobden, Bryn Hodson, Olive Hodson, Shirley Kneath, Christine Malone, Tim Malone, Gill Noakes, Louise Saville. Proposed by Ross Sinclair, seconded by Michael Bains.
- **Readers:** Ruben Bains, Roger Benison, Helen Bennett, Carol Brown, Simon Carr, Tony Everett, Linda Gibson, Linda Halton, Michael Hewens, Lorraine Histed, Shirley Kneath, Tim Malone, Susan Miell, Anne Miller, Gill Morris, Philip Morris, Sally Moss Tallon, Miriam Penn, Jeanette Puckett, Michael Puckett, Jake Smith, Simon Virgo. Proposed by Sheila Rose, seconded by Sue Ellefsen.
- **Intercessors:** Christine Bamford, Michael Hewens, Shirley Kneath, Susan Miell, Michael Puckett. Proposed by Peter Sugden, seconded by Yvonne Lockett.
- **Eucharistic Ministers:** Carol Brown, Michael Hewens, Jo Hobden, Shirley Kneath, Yvonne Lockett, Susan Miell, Juliet Morris, Philip Morris, Miriam Penn, Ron Rose, Jason Sadler, Ross Sinclair, Duncan Smith, Peter Sugden, Kay Tyler, Simon Virgo. Proposed by Bryn Hodson, seconded by Tony Everett.

5. **Trustees' Annual Report** - the printed report was presented to the meeting; there were no questions raised.

6. **Fr Paul's Report for 2016-2017**

There's so much really good stuff in the Report – it's a very professional and impressive document. The content and presentation reflects, I believe, the enthusiasm and 'spirit' of this wonderful community that meets Sunday morning by Sunday morning in this equally wonderful little 'chapel in the woods'.

Surely the best model for a church community is where every member of that community has one job to do, or role to play, that they enjoy and uses their God-given gifts. Dietrich Bonhoeffer, the German theologian (who worked with our own Bishop George Bell to try and get rid of Hitler) said this: *'In a Christian community everything depends upon whether each individual is an indispensable link in a chain. Only when even the smallest link is securely interlocked is the chain unbreakable. A community which allows unemployed members to exist within it will perish because of them. It will be well, therefore, if every member receives a definite task to perform for the community, that he may know in hours of doubt that he, too, is not useless and unusable.'* (Life Together, 72) And I believe we are a long way towards achieving this here at St John's – close to every member of the community having one thing they can do, or one role they can play, for the building-up of the common good. I'm amazed at how many people, more often than not working quietly in the background, contribute towards our collective life together here. It's very heartening and was seen very strongly in our recent 'pilgrimage' together through Holy Week and Easter.

Now, the APCM is, I think, 'traditionally' the time to thank the Lord for his many blessings on the Parish over the past year, and a read through of this report enables just that. So many people to thank but I'm aware that very many people's contributions are not recorded in print, but they're all hugely important links in that chain, every one of them, so, 'thank you'.

But this is also an occasion to look forward; a time to have some kind of 'vision' for where we might be going in the future as a church community, and it's that word 'community' that is

almost certainly the key here. But what's also important, and key, is a recognition that the place of the Church in the world is changing. Realistically we live in a society that is much more like the New Testament times than Victorian England, for example. We come from a very distinctive 'tradition' in the Church of England, but that tradition needs to evolve and adapt so we can be true to our calling as a Christian community in 21st Century England, and so one of the best ways of seeing where the Lord might be leading us forward is to look back to the early Church – to the Church recorded in the Acts of the Apostles.

This morning we heard in our first reading: *'They devoted themselves to the apostles' teaching and fellowship, to the breaking of bread and the prayers' (Acts 2:42).* This would seem to have been the first priority – teaching, fellowship, *'breaking of bread and the prayers' 'day by day, as they spent much time together in the temple,...'* We are a traditional Catholic parish in the Church of England and so we'd expect these to be high on the agenda – to neglect these would be a betrayal of our founders, our patrons (the Guild of All Souls) and our Bishop. And we're very near to a daily offering of the mass in our little 'temple'. Many people tell me they hear the bell being rung and that in itself is a sign to those outside the church that we are praying on their behalf – making the daily offering. This is the heart of what it means for us to be a Christian community.

Then we're told that in the Early Church in Acts: *'All who believed were together and had all things in common; they would sell their possessions and goods and distribute the proceeds to all, as any had need.'* Does this sound rather worryingly like 'communism'? Well, many people would say that if Christendom had been truly Christian, they wouldn't have needed to invent communism! But, seriously, we need to face up to the fact that we are deemed a relatively wealthy parish: we have good numbers attending Sunday service, we're in a well-off postcode, and we need to support poorer parishes in the Diocese and further afield and so stewardship will have to be a major item on our agenda for later this year. In fact, I'd like to finish with a few words about Stewardship in general.

Stewardship campaigns in general fail, or are least effective, when they simply ask people for more money to 'keep the show on the road' or for more money to 'pay the bills'. That kind of appeal is not about Christian Stewardship. The first step in any Christian Stewardship campaign has to be the deep recognition that everything we are, everything we have, everything we have achieved in life, all of it, even our very existence is a gift of God. There is no such thing as a 'self-made' man or woman in the Christian community. We are all 'made in the image of God' – by God – for God – as part of God's superabundant Gift of Himself to Creation. All we are and have has its source in God.

That's the first step, and those of us who journeyed through Holy Week together will perhaps now realise why we were thinking so much about our being 'the Beloved children of God' and 'owning that Belovedness'. It's an absolutely key, foundational, step in our understanding of Christian stewardship and Christian community, in fact the 'self-made' person – the person who has 'earned what they have' and has a right to keep it – is, in fact, a person of 'the world' whereas the person who owns their Belovedness as a child of God as their most important and treasured attribute is a person of God's Kingdom.

The second key step or challenge, which we'll be thinking about during the summer, is to discover ways in which we, as a Christian community, are prepared to align ourselves with certain ways of living and giving which release rather than obstruct the flow of God's generosity. The wisdom of the 'world', with its consumerism and 'self-made' people, is that the proper thing to do is to accumulate and hold-on, to preserve and store, but this 'blocks' and 'chokes' the flow of God's generosity, like a dam blocking a flowing stream. The wisdom

of God's Kingdom on the other hand, the True Kingdom, is about generosity, giving away, providing for the needs of all and this allows the stream of God's generosity to keep flowing. This wisdom is the wisdom which leads to ultimate fulfilment for those who participate, the fulfilment of living Christ-centred lives; the fulfilment that comes from being part of, or a channel of, that flow of God's gracious Love and Gifts. This is what we read in the New Testament and many other accounts of the Early Church.

It's also what we find in accounts of various Christian communities through the centuries. It's about more than clubbing together to collectively build something beautiful for our use; it's about a redefinition of how live, turning the accumulating 'rainy-day' safety of the modern worldview into generous, self-giving lives centred on Christ and His Gospel. It's very hard, and the 'world' would tell us it's foolish. 'The world' tells us to prepare for bad times ahead; the world tells us to look after number one, because no one else will ... but the Gospel says 'do not fear', acknowledge that all comes from God in the first place, be generous, and give no thought for return, and guess what – God will continue to look after you just as He most obviously has done up to now.

So, our stewardship campaign cannot simply be a plea for us all to raise our giving to the Church because we aren't paying our dues to the Diocese or our income isn't meeting our expenditure. That won't work because we're not, after all, an organisation like the golf club or any other membership society - we are the Body of Christ here in St John's, Crowborough. We are a community based upon Christian principles, not worldly principles. We have Gospel values and that means we are a community that is based upon mutual prayer and flourishing, giving our time, talents and money as we are able because we recognise the first-Giver. Meeting together daily in the Temple to give thanks to God and to pray for the Parish. Devoting ourselves to the apostles' teaching and fellowship – to the breaking of bread and to the prayers.

7. Any Other Business – there were none.

The meeting concluded with prayer, and closed at 11.35 a.m.



Trustees Annual Report for 2017

Our aims and purposes as a charity

The PCC has the responsibility of working with the incumbent, Fr Paul Redparth, in:

- the promotion of the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England;
- promoting in the parish the whole mission of the church, pastoral, social, evangelistic and ecumenical;
- to know Jesus better and make Him better known;
- practical support and care for people in the parish, from the youngest to the eldest, irrespective of level of need or ability to pay;
- providing financial support to those in need and to other organisations with similar objectives.

What we planned to do to achieve our charitable objectives

When planning our activities for the year, Fr Paul and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on *charities for the advancement of religion*. For 2017 we discussed and planned the following objectives and activities to fulfil our aims:

- enabling as many people as possible to worship at our church;
- enabling as many people as possible to become part of our church community;
- teaching, baptising and nurturing new and existing believers;
- maintaining an overview of worship throughout the parish;
- considering how services can involve the many groups that live within the parish;
- putting faith into practice through prayer and scripture, music and sacrament;
- offering worship and prayer, learning about the Gospel in small group situations;
- assisting people from all walks of life to develop their knowledge of, and trust in, Jesus;
- provision of pastoral care for people living in the parish;
- giving grants to missionary and other charitable organisations;
- reaching out to the unchurched through provision of the Town Fair and offering food and fun at Harvest;
- maintaining the fabric of the church building as a historic centre and focus of life in the town.

To this end the PCC met five times this year.

WHAT WE ACHIEVED AND HOW WE AFFECTED BENEFICIARIES' LIVES

Safeguarding

The past year has seen many changes within the safeguarding agenda in the diocese. Unfortunately, the diocese of Chichester has had to address many historical issues and ensure safeguarding practice and procedure is of the same standard throughout every parish. To this end the 'Simple Quality Protects' scheme presented us with numerous criteria which we are required to meet by April 2018. The Level 1 criteria are arranged in four groups entitled; Safer Activities, Safer Practice, Safer Structures and Safer People. The Safeguarding Sub-group have worked very hard to ensure that we have sufficient evidence to meet the range of requirements. This includes up to date policy statements, safer recruitment practice and detailed risk assessments to mention but a few. The plan is to carry out the assessment within a Deanery and each parish will have to provide evidence of their progress. We are in a fortunate position of having accumulated sufficient evidence to meet the Level 1 criteria. Therefore, we are ready to be assessed when requested by the diocese. However, we must endeavour to continue to put theory into practice and never become complacent. Safeguarding is an agenda item at every PCC meeting and the congregation have been made aware of the on-line training available on the diocesan website. Many of those who meet with children or vulnerable adults in the parish have undertaken many hours of training and are fully aware of the need for vigilance and integrity.

Attendance at worship

The church family welcomes visitors from within as well as outside the parish boundary. Visitors attend by personal choice and it is our great pleasure to welcome anyone from all walks of life to take part in the life of the church. We contend that voluntary attendance to worship the Lord Jesus Christ is a major demonstration of the public benefit of our activities.

There are 192 parishioners on the church electoral roll, 114 of whom are not resident within the parish¹. Nine names were added during the year. The average regular weekly attendance, counted during October, was 108, but this number increased substantially at festivals.

We have continued with our emphasis upon the family and the children's ministry. The twice-monthly Family Service has continued to grow in popularity and a lot of young children attend with their parents. We should think and pray how we can continue to integrate them into the rest of the life of the church. We also need to consider the older children who once they are confirmed will require a club or meeting of their own, and we continue to think about the future and how we can make Sundays exciting and relevant to the young people of the parish

Sunday Club meets on the second and fourth Sundays, with additional meetings on any fifth Sunday when parents are invited to stay and participate in a café style activity. Each Sunday the children have a main teaching element based on the theme and readings for that week and also some craft and creative activities and a game or quiz. The children like the mix of activities and enjoy especially the craft work and contributing to displays that go into the church. The children demonstrate what they have learned with an enthusiastic report to the whole congregation at the end of the Eucharist. Most Sundays see between 10 and 15 or so children taking part and we have a group of loyal parents who are willing to help if needed or provide refreshments for the children.

¹ The 2017 and 2018 figures are not directly comparable, because the 2018 Roll has been updated on a new computerised data base to also now incorporate changes which occurred before 2017

In addition, we run successful Christmas and Good Friday workshops which are advertised at St John's School where we organise a series of activity and craft stalls such as making decorations for church and home or gifts for their parents. There is also a dramatized worship and teaching on either Christmas or the Passion of Jesus.

Trailblazers is aimed at children between the ages of 7 to 12 years old. The group meets in the church hall and we have a strong regular attendance of children primarily linked to St John's School and church and we encourage them to invite a friend and these children are not always linked to the school or church. Trailblazers is designed to function similarly to the more recognised youth club system with fun and games being key to the activities. We normally provide table tennis and a craft exercise is normally catered for. The activities provide a good social environment for the children and tea is also given at the end. During tea the group are encouraged to talk about local and world issues and what we can do as Christians to influence such matters. We try to get the children to realise there are more unfortunate people in the world that need help. A group prayer is also held at the end with a different child each time having the opportunity to say their own prayer.

Teaching, baptising and nurturing new and existing believers

Members of the church family continue to be involved in leading various aspects of worship, lending great encouragement to those involved as well as the whole congregation. We continue to seek to extend the opportunities for the exercise of ministry and gifts within the life of our community. We see the above aspects of church life as part of the Diocesan strategy for reimagining ministry, explained by Bishop Richard at the launch in 2015. Gentle teaching occurs during our twice-monthly Family Services, and a well-attended Lent Course provided another opportunity for sharing and encouragement amongst those at varying stages of spiritual growth.

Provision of the church building for people to enjoy

It is important to us that the church is available for weekday services, which are held six days per week at varying times in an attempt to enable as many people as possible to attend. We celebrated 17 baptisms, 5 weddings and 3 funerals in our church during the year. Our church continues to be appreciated by our parishioners and many others as a space where life events are celebrated with joy and thanksgiving.

Beautiful church, in hours of need whilst husband has surgery.

Visitors' Book, October 2017

Prayed for husband John, undergoing surgery this morning.

Visitors' Book, November 2017

In an attempt to maximise use and availability of the church, it is now unlocked and open to visitors and for private prayer throughout daylight hours. Comments in the Visitors' Book indicate that people appreciate and use this facility, and it is especially valued by those with relatives in the nearby hospital.

The musical life of St John's has continued to flourish, and in July we held our first Music Festival which was a great success with excellent attendance. Harmoniemusik came down from London and gave a very interesting programme of Wind Chamber music by Matyas Seiber, Beethoven, Swan Hennessy and also a Music Hall piece by Quentin Ashlyn. The acoustics really suited the group, especially the horns, whose sound really rang around the Church. We look forward to their forthcoming Concert in June. The St John's Choir has also had a very satisfactory year and Christmas was definitely one of the highlights. Although membership has dropped recently, the Choir still maintains its enthusiasm for good music and a strong and very, very loyal commitment to the job. During the course of the year Craig has provided some outstanding voluntaries at the end of services.

Our church hall is now a year old and has already established itself as being a valuable asset to both the church congregation as well as the wider community. The new environment meets the stringent health and safety requirements and allows us to hire out the hall to those who wish to prepare food, and we are welcoming a growing number of groups of people and children to activities throughout the day and evenings and have established the building as a focus for the community to use. The local hospice used it to hold a fund-raising Christmas fair, and it is regularly used for such diverse activities as yoga, pilates, mindfulness classes, flower arranging workshops, children's parties, a music workshop for mothers and babies, a monthly carers' café as well as for receptions after funerals and baptisms.

The church community also regularly use the hall. Every Sunday we share coffee and conversation over coffee, tea and soft drinks – and occasionally wine too. We have also met there on other occasions to share food and fellowship together, including a bring-and-share lunch at Harvest, when those who have little to share are still welcomed so that the whole family can live as one and share together. Other social events this year included the highly popular barbecue at the Annual Feast of Dedication in July, a musical afternoon with tea and a really enjoyable quiz night with a fish and chip supper on Shrove Tuesday. These events attracted some of the young parents who bring their children to the Family Service and enabled the congregations from the various services to get to know each other better. A delicious afternoon tea was enjoyed by the congregation after some of the more energetic members walked the bounds on Rogation Sunday. Our Lent Course was this year preceded each week by a lunch of bread and soup, which an average of 22 people per week enjoyed.

Another hugely successful and enjoyable event was the McMillan Coffee Morning, when in addition to coffee and cakes we also served lunch. It was an incredibly popular day, enjoyed not only by many members of the congregation, but also by members of the teaching staff from St John's School who arrived for lunch as well as several groups of people from further afield who had seen the event advertised on the McMillan website. A successful event which raised £1,048 for McMillan Cancer Support and also demonstrated the congregation's desire to serve the wider community.

The relationship between the church and school has continued to grow. Regular collective worship is led by Fr Paul as well as termly Mass in the church and weekly Thursday Mass with special intentions for the school – children, parents and teachers. The school also held its Harvest Festival in the church. At the Carol Service members of the school choir sang with the church choir which proved to be a very popular evening.

Provision of pastoral care for people living in the parish

The Pastoral Care Team is responsible for hospital visits and home communions. The team also visits Warren Drive Care Home and the Vines Neuro-Rehabilitation Centre where monthly Communion services are held; an average of 5 people at Warren Drive and 8 or 9 people at the Vines make use of these services. A group from St John's led a short Act of Remembrance, which nearly all of the residents attended. The staff provided coffee afterwards, and we were able to chat informally to many of the residents.

Provision of tangible support to the poor and needy

Of particular encouragement was this year's Harvest Festival where the children presented their gifts by themselves. The church and the school combined the Harvest produce and gifts and distributed them to the Crowborough and Rotherfield Foodbank.

Other charitable donations during the year included £2,284.33 (including Gift Aid) for Christian Aid Week; the Christmas collections for Tearfund amounted to £574.99; Lent collections for the YMCA Downslink Appeal raised £245.62; £148.02 was collected for the Bishop's Flood Appeal and the Bishop's Harvest Appeal collected £195.16. The church also gave £100 to the National Historic Churches Trust from its own funds and the Ride and Stride raised £100, split equally between the National Historic Churches Trust and the church. As previously mentioned £1,048 was raised at the McMillan coffee morning.

FINANCIAL REVIEW

Incoming resources

The total receipts for 2017 were £114,916, compared with £100,766 in 2016. These are detailed in the Financial Report. The total includes £15,748 in ongoing pledges for the designated church hall building fund, a Legacy of £10,000, and donations of £7,500 towards the planned work to replace the church heating system.

The total planned giving (i.e. envelopes and standing orders) was £39,663, compared with £41,425 in 2016. A stewardship campaign is planned for 2018 to try and increase church income via planned giving. This will enable us to ensure that we can meet our commitments in the future. Unplanned giving (i.e. money in the plate) increased slightly to £5,357 from £5,027.

Fund raising events, which were all in aid of the church hall fund generated £4,460.

Fees for weddings and funerals increased to £2,907 from £1,265 in 2016.

Our tax reclaim from HM Revenue and Customs under the gift aid scheme was £12,119 for general church funds, which included £2,500 received in March 2017, covering the last 3 months of 2016. The claim for the last 3 months of 2017 was £2,169 and this is included under other debtors in the statement of assets and liabilities. A further £3,464 of tax was reclaimed on church hall donations, representing tax on donations for the second half of 2016 and the first half of 2017.

Outgoing resources

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £42,089 paid to the diocese for our share of the all churches' Parish Ministry Costs and church insurance incurred by the diocese. This amount covers the housing, stipend and pension costs of the clergy, the clergy insurance and, also a standard sum for diocesan central costs, clergy training and a contribution to national church funds. This year the contribution from St John's increased by 2.5% on the previous year.

Currently the church is meeting 100% of the costs agreed at Deanery level. It is important to note that the majority of the total paid relates directly to the clergy costs of this parish, the remainder being the shared costs of the Christian family throughout the whole Church of England, including assistance towards the upkeep of churches less able to manage than ourselves.

Trustee payments and expenses

The PCC also supported the clergy by paying Council Tax of £1,160, water and environmental charges amounting to approx. £250 for the vicarage, plus other annual costs to Fr Paul Redpath towards travel, hospitality, telephone, postage and broadband amounting to £976.

There were no payments to persons related to or connected to the trustees.

Printing costs

The PCC also approved the purchase of a new photocopier, in 2017. All printing for services and events can now be done in house, providing great flexibility.

Other costs

The hall was completed in the Autumn of 2016, and the £7,804 balance of the building costs were paid in 2017. A further sum of £1,837 was spent on church hall furnishings.

A 5-year, interest free loan of £60,000, was received from the Diocese of Chichester to cover the final church hall building costs. The hall is now being let to local organisations on a commercial basis and the revenue from hall hire will assist with the repayment of the loan. The ongoing pledges were also used to repay £12,000 of the loan after the end of the financial year.

Other church running expenses increased to £70,806 from £66,255 in 2016. The increase is mainly due to the increased cost and usage of oil, for the church and hall heating. Major works were put on hold whilst the hall was being built but will now need to be budgeted for. The replacement of the church boiler and heating system is planned for 2018.

Due to the high cost of the church hall building works, it was decided that the PCC would not make any annual charitable gifts in 2017. It is hoped that the annual giving can be resumed in 2018. Instead, there were several special collections for various charities throughout the year. More details of all our charitable giving can be found on the notice board at the back of church.

Why we hold some money in reserve

Looking just at the unrestricted fund, overall there was a surplus of income over expenditure of £15,054 compared with a deficit of £8,780 in 2016. The surplus arose thanks to a generous legacy of £10,000 and donations towards the cost of the new heating system. The longer term plan is to ensure that regular giving income is sufficient to cover the day to day church running costs, with hall hire income and income from fundraising allocated to the repayment of the Diocese loan.

Our total cash assets stood at £72,796 at 31 December 2017 compared with £40,987 at the previous year end. Of this £24,054 relates to the balance on the church hall fund and £12,000 of this was used to repay 1/5th of the Diocesan loan in February 2018.

It is PCC policy to maintain a balance on the general unrestricted funds (excluding property) which equates to approximately 6 months' worth of unrestricted payments as contingency against unforeseen situations. The closing balance of £48,742, which includes approx. £8,000 donations for the heating fund, achieves this, and so we still expect to have sufficient cash flow to continue to pay bills when they fall due.

It is PCC policy to invest temporary surplus general funds with the CBF Church of England deposit fund, returning proportionately these funds to our current account as they are needed to pay day-to-day bills. This year just under £60,000 was invested temporarily at 31 December.

As well as holding the above general reserves, from time to time the PCC receives restricted legacies for expenditure on particular purposes defined by the donor. We aim to expend such money as soon as possible after receiving the legacy, depending on the specific objectives of the donor. Where we have identified that the specific purpose can only be achieved by delaying the expenditure we invest the legacy temporarily until such time as the need for expenditure is identified.

Looking ahead

The surplus for the year is encouraging, but we hope to increase regular giving via a Stewardship campaign to ensure we are in a strong position to meet regular commitments. It is important to ensure that as the day-to-day costs rise, the growth in income is sustained through renewed giving pledges, to strengthen our underlying financial position. This will enable further improvements to be made to the fabric of our Church, in addition to building up reserves to repay the Diocesan loan.

Structure, governance and management of the charity

The PCC is a charity but is excepted from registering the Charity Commission within the meaning of the section 30 of the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956. During the year the following served as members of the Parochial Church Council:

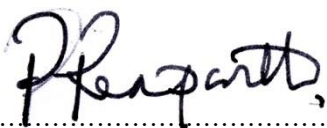
Ex Officio members: Incumbent: Fr Paul Redparth - Chairman
Wardens: Ms Susan Miell
Mr Ronald Rose

Elected members: Mr Michael Bains
Mrs Carol Brown
Mrs Rita Burton - Secretary
Mr David Chatterton
Mr Craig Dawson
Mr Philip Morris
Mrs Gillian Noakes

Deanery Synod: Mr Michael Hewens
Mr Jason Sadler
Mr Rosslyn Sinclair

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest in charge), the churchwardens and members of the Deanery, Diocesan or General Synod and members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

This Trustees' Annual Report was approved by the PCC and signed on their behalf by Fr Paul Redparth, PCC Chairman



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30th March 2018

Summary of Financial Receipts and Payments

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2017	Total All Funds 2016	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
Income and endowments from:							
Donations and legacies	76,722	20,116	-	-	96,838	93,150	
Charitable activities	2,907	-	-	-	2,907	1,265	
Other trading activities	8,217	4,460	-	-	12,677	4,005	
Investments	2,266	20	-	208	2,494	2,300	
Other receipts	-	-	-	-	-	46	
Total received	90,112	24,596	-	208	114,916	100,766	
Expenditure on:							
Cost of raising funds	-	-	-	-	-	364	
Charitable costs	72,643	7,804	-	-	80,447	309,285	
Trading costs	2,415	245	-	-	2,660	-	
Other payments	-	-	-	-	-	-	
Total paid	75,058	8,049	-	-	83,107	309,649	
Reconciliation of funds:							
Net income or (net expenditure)	15,054	16,547	-	208	31,809	(208,883)	
Loan from Diocese						60,000	
Transfers between funds			-	-	-	-	
Net movement in funds	15,054	16,547	-	208	31,809	(148,883)	
Bank accounts at 1 January	33,480	7,507	-	-	40,987	189,870	
Bank accounts at 31 December	48,534	24,054	-	208	72,796	40,987	A&L

Statement of Assets and Liabilities

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2017	Total All Funds 2016	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
Assets:							
Bank current account	332	12,490	-	-	12,822	16,299	
CBF Deposit Fund	48,410	11,564	-	-	59,974	24,416	
PCC-owned bank balance	48,742	24,054	-	-	72,796	40,715	
Diocesan Assigned Fees received					-	272	
Total bank & deposit accounts	48,742	24,054	-	-	72,796	40,987	R&P
Fees not yet received	105	-	-	-	105	82	
Gift Aid recoverable	2,169	-	-	-	2,169	2,507	
Debtors	2,274	-	-	-	2,274	2,589	
392 CBF Investment Fund shares					-	5,895	
Investment assets at market value	-	-	-	-	-	5,895	
392 CBF Investment Fund shares	-	-	-	-	-	-	
Investment assets at cost	-	-	-	-	-	-	
Freehold, the Reading Room at valuation	25,000	-	-	-	25,000	25,000	
Freehold, St John's Church Hall at cost	346,416	-	-	-	346,416	338,612	
Total assets	397,432	24,054	-	-	421,486	413,083	
Liabilities							
Unpaid Diocesan fees for weddings/funerals	545	-	-	-	545	272	
Deposits held	350	-	-	-	-	-	
Diocesan loan	-	60,000	-	-	60,000	60,000	
Retention on building work	-	-	-	-	-	7,804	
Electricity used since last billed (est'd)	300	-	-	-	300	150	
Total Liabilities	1,195	60,000	-	-	60,845	68,226	

Notes to the Annual Financial Report

- The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006, using the Receipts and Payments basis.
- The following assets are recognised but not valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC, which require a faculty for disposal.

Analysis of total received:

	Unrestricted			Endowed Fund/s	Total All Funds 2017	Total All Funds 2016
	General Fund	Designated Funds	Restricted Fund/s			
	£	£	£	£	£	£
Planned giving (excl. tax refunds)	39,663	-			39,663	
Planned giving (no tax refunds)	-	-			-	
Loose cash collections	5,357	-			5,357	
Special appeals	1,164	-			1,164	
Gift Aid recovered	12,119	3,464			15,583	
Ride & Stride	50	-			50	
Donation from Withyham Parish Council	650	-			650	
Friends of St John's	160	-			160	
Other donations	7,505	-			7,505	
Votive candles	54	-			54	
Church Hall donations – building costs	-	15,748			15,748	
Church Hall donations – furnishings	-	95			95	
Church Hall donations – Lent pledges	-	-			-	
Jubilee Fitness Club	-	-			-	
Donations for coffee & refreshments	-	809			809	
Legacies	10,000	-			10,000	
Grants	-	-			-	
Donations and legacies	76,722	20,116	-	-	96,838	
Fees for weddings & funerals	2,907	-	-	-	2,907	
Charitable activities	2,907	-	-	-	2,907	
Church Hall hire	6,912	-	-	-	6,912	
100 Club	1,305	-	-	-	1,305	
Easy Fundraising	-	56	-	-	56	
Concerts	-	1,322	-	-	1,322	
Christmas & Summer Fair stalls	-	98	-	-	98	
Raffles	-	563	-	-	563	
Music Afternoon	-	205	-	-	205	
Shrove Tuesday quiz night	-	361	-	-	361	
Dedication Festival & Barbeque	-	618	-	-	618	
Lent & Harvest Lunches	-	135	-	-	135	
Flower Arranging Workshops	-	405	-	-	405	
Table Top Sale/Craft Fair	-	177	-	-	177	
Sales of donated goods/produce	-	520	-	-	520	
Other trading activities	8,217	4,460	-	-	12,677	
Bank & CBF deposit interest	99	20	-	208	327	
Rent from letting of Reading Room	2,167	-	-	-	1,167	
Investments	2,266	20	-	208	2,494	
Other receipts	-	-	-	-	-	
Total received on all funds	90,112	24,596	-	208	114,916	

Notes to the Annual Financial Report

Analysis of total paid:

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2017	Total All Funds 2016
	General Fund	Designated Funds				
	£	£	£	£	£	£
Pledge Day expenses	-	-	-	-	-	364
Cost of raising funds	-	-	-	-	-	364
Charitable donations	769				769	312
Parish share to Chichester Diocese	42,089				42,089	41,041
Organist's fees	6,000				6,000	6,605
Clergy & other people's expenses	976				976	592
Mission & evangelism costs	-				-	-
Saturday school/Children's work	109				109	351
Council tax and rates	1,560				1,560	1,484
Water, Gas, Electricity and Oil	4,408				4,408	2,206
Insurance (Reading Room and Hall)	286				286	377
Alarm/Fire appliance rental	695				695	676
Telephone and broadband	513				513	494
Printing and photocopying	2,907				2,907	1,821
Other regular church running costs	2,952				2,952	2,465
Church maintenance & redecoration	7,542				7,542	8,143
Church Hall furnishings	1,837				1,837	2,942
New building work		7,804			7,804	238,515
Charitable costs	72,643	7,804	-	-	80,447	308,024
Costs of fundraising		245	-	-	245	-
Church hall caretaking & cleaning	2,415	-	-	-	2,415	1,261
Trading costs	2,415	245	-	-	2,660	1,261
Other payments						
Total paid on all funds	75,058	8,049	-	-	83,107	309,649

**Report of the Independent Examiner
To the PCC of the Church of St John the Evangelist, Crowborough**

I report on the accounts of the PCC for the year ended 31 December 2017.

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Church Accounting Regulations and section 144(2) of the Charities Act 2011 ('the 2011 Act') do not apply.

It is my responsibility to:

- Examine the accounts under the Church Accounting Regulations and section 145 of the 2011 Act;
- To follow the procedures laid down in the general directions of 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 this report

My examination was carried out in accordance with the General Directions given by the Charity Commission. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering 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 matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

C R Reed
Copperfields
Mount Pleasant
Crowborough
East Sussex
TN6 2NF