

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 2018
to be presented at the Annual Vestry and Parochial Church Meetings
to be held in the Church Hall at 11.10 a.m. on Sunday 28th April 2019**

Agenda

A. Vestry Meeting 2019

Apologies for absence

Election of two Churchwardens

B. Annual Parochial Church Meeting 2019

Minutes of last year's meeting

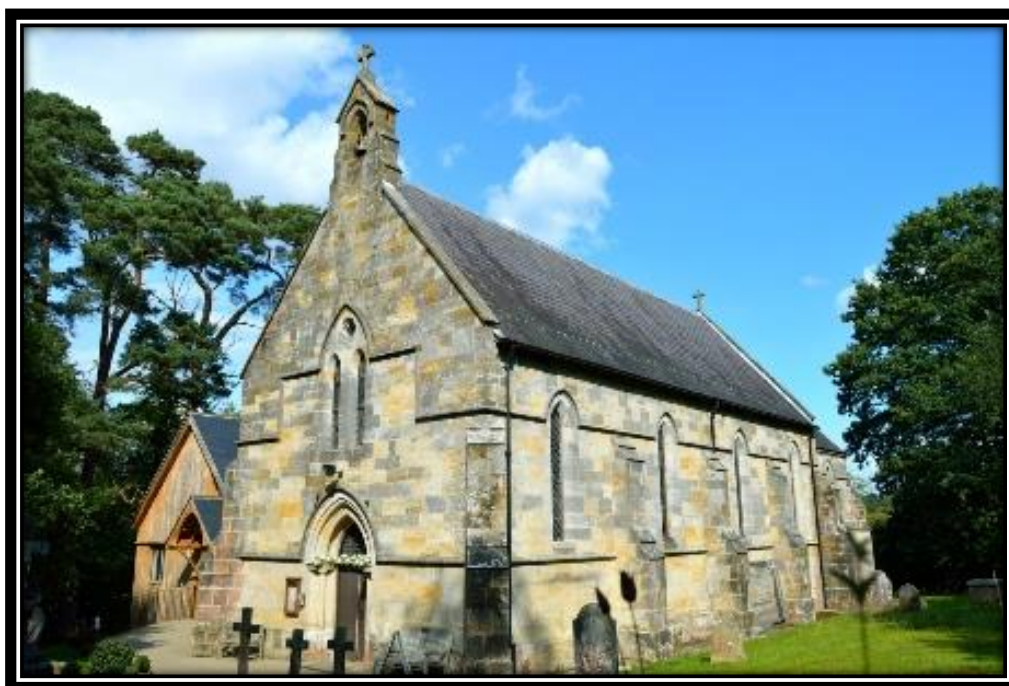
- Matters arising from the Minutes

Election of PCC

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

Trustees' Annual Report for 2018/19

Any Other Business



The Parish Church of St John the Evangelist, Crowborough



Minutes of the Annual Vestry Meeting and Annual Parochial Church Meeting of St John the Evangelist Church, Crowborough held in church on 8th April 2018

A. Vestry Meeting

1. **Apologies for Absence** had been received from Angela and Michael Bains, David Chatterton, Ausin and Hilary Clegg, Sally and Tony Everett, Michael Hewens, Jo and John Hobden, Judy Johnson, Anne Miller, Angela, Elliott and Giles Sinclair, James Stevens, Duncan and Kirsten Smith, Muriel and Eric Wells.
2. **Election of Two Churchwardens** - The following nominations for the role of Churchwarden were received:
 - 1) Susan Miell – proposed by Rita Burton, seconded by Carol Brown.
 - 2) Ronald Rose – proposed by Christine Avery, seconded by Philip Morris.

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

The Vestry Meeting was then closed.

B. Annual Parochial Church Meeting 2018

1. **Minutes of last year's meeting** were agreed and signed as being a correct record - proposed by Yvonne Lockett, seconded by Ross Sinclair.
2. **Matters arising from the Minutes** – There were no matters arising.

3. Election of PCC members

Fr Paul thanked Michael Hewens and Gill Noakes who were both stepping down from the PCC. Gill has been a fantastic Social Secretary, member of the Hall Management Committee and co-ordinator of the 100 Club. Michael has served 38 years on the PCC, guiding the church through three interregnums and, amongst numerous other duties, served as Church Warden, PCC Secretary, organised the annual Walsingham pilgrimage and was Chairman of school Governors for 17 years. Both Gill and Michael will be sorely missed on the PCC.

- **Standing for re-election to the PCC:**
 - Carol Brown, proposed by Gill Noakes, seconded by Christine Avery.
 - Craig Dawson proposed by Yvonne Lockett, seconded by Carol Brown.
 - Phil Morris proposed by Rita Burton, seconded by Susan Miell.
- **Standing for election to the PCC:**
 - Chris Avery, proposed by Rita Burton seconded by Loraine Histed.

The PCC for 2018 will consist: Christine Avery, Michael Bains, Carol Brown, Rita Burton, David Chatterton, Craig Dawson, Susan Miell, Philip Morris, Ron Rose, Jason Sadler and Ross Sinclair. Proposed by Linda Halton, seconded by Lynn Page.

4. **Adoption of Sidespersons, Readers, Intercessors, Eucharistic Ministers and Servers** - the following were adopted in these roles, proposed by Christine Avery, seconded by Philip Morris:

- **Sidespersons:** Angela Bains, Michael Bains, Di Bigwood, Carol Brown, Rita Burton, Jo Hobden, John Hobden, Bryn Hodson, Olive Hodson, Shirley Kneath, Christine Malone and Tim Malone.
- **Readers:** Roger Benison, Carol Brown, Simon Carr, Jennifer Chatterton, Sammy Edwards, Tony Everett, Linda Gibson, Linda Halton, Lorraine Histed, Shirley Kneath, Tim Malone, Susan Miell, Anne Miller, Gill Morris, Philip Morris, Sally Moss Tallon, Miriam Penn, Jeanette Puckett, Michael Puckett and Simon Virgo.
- **Intercessors:** Christine Bamford, Austin Clegg, Linda Halton, Shirley Kneath, Susan Miell and Michael Puckett.
- **Eucharistic Ministers:** Carol Brown, Jo Hobden, Yvonne Lockett, Susan Miell, Juliet Morris, Philip Morris, Miriam Penn, Ron Rose, Jason Sadler, Ross Sinclair, Duncan Smith, Peter Sugden, Kay Tyler and Simon Virgo.

5. **Trustees' Annual Report**

The printed report was presented to the meeting. Questions concerning the charges for the hall were raised; the meeting was informed that after checking with other comparable halls, the charges are competitive. The PCC is anxious to pay off the loan for the hall and has already paid the first instalment.

Juliet Morris is happy to discuss finances with anyone, and Fr Paul reiterated that if we each raised our giving by £3 a week the church income would be secure and cover costs.

The Auditor was thanked for his work. He is happy to continue to audit the books and it was agreed we accept this offer; proposed by Juliet Morris, seconded by Ross Sinclair.

6. **Fr Paul's Report for 2017-2018**

Given as his 'homily' in church before the meeting

Late last year, when our Rural Dean came to do the five-yearly archdeacon's Inquisition, technically and quaintly called the 'visitation', he was very pleased and impressed with St John's: a community full of life and energy; lots going on; a new hall – plans to upgrade the heating system and eventually redecorate the inside of the church building itself; an 'outstanding' church primary school; an idyllic little spot on the Forest. Could it get any better?

When we look at this Annual Report for our APCM we have a very impressive document showing all that life and activity in print, and it is, indeed, very encouraging. There is absolutely no doubt that St John's is a very good Parish Church. It's certainly one I'm very pleased to belong to.

But it was the rural dean's final question that rather flummoxed me at first, and it's the question I've been pondering ever since. He said, 'If I asked the average man or woman who lives in the Parish of St John's what difference it makes having the church community there, what would they say? In other words, if (God forbid) St John's church building and all of us mysteriously disappeared overnight what impact would it have on the people of this corner of Crowborough? And would they care? Would they notice even?'

My first thoughts were that quite a few people around here went to St John's School and they have a real nostalgia for this building, they'd notice if we disappeared – especially if they ever want to get married here. And certainly the churchyard is very well visited by those wanting to be close to their loved ones – just look at all the flowers and candles often left by a grave.

Also, the new Hall is certainly 'putting St John's on the map'. We're tucked-away from the passing traffic, but more and more groups are using our facilities on a commercial basis, and they know about us, and they'd 'care' if we disappeared

But what is it that us, the St John's community, offers to the wider Parish community?

Well, the Hall is beginning to be offered to local groups, such as the Carers' café, and a local bereavement group organised by Tester and Jones is starting to meet here from next month. Also, we go out from here to local Nursing Homes – Warren Drive and now Pinewood Manor and the Vines Rehab Centre. We go simply to share the love of God with folk who can't get here to worship, or perhaps even more importantly wouldn't want to come here to worship! It doesn't matter – we go to show them they aren't forgotten by God, even if it might feel like it at times. When we return to the rural dean's question: 'What difference would it make if we 'disappeared'? perhaps it's here that we begin to find an answer.

When people arrive here by car, the image that confronts them is the Calvary Cross at the end of the drive – a reminder of the love of God stationed at the edge of the churchyard, itself a reminder of the resurrection hope we hold on to. It's the hope of God's presence with us here on earth that we stand for. In a very real sense, I believe we are a beacon of hope in the midst of a world that's quite quickly and dramatically losing its way; day by day, morning and evening, the little church bell rings to remind those around us that we're here, praying for them, witnessing to the love of God, even to those who wouldn't dream of joining us. That's not the point – the point is that we're here and we're faithfully carrying on doing the 'one thing needful' as Jesus said to Mary and Martha – we're here, kneeling at the feet of Jesus, and worshipping His Father.

We also make Christ present nearly every day in the Mass, and some days we take that sacrament out to others in the form of Holy Communion to the sick and housebound; other days we take that sacrament out to others in ourselves, but in every case we're 'out there' sharing the love of God. Not because we're perfect, or even because we're better than them in some way, far from it! No, simply because we have been called – or chosen – to do it, and it would make a massive difference if we weren't here.

But keeping that beacon 'alight' requires a huge amount of commitment, perseverance, and often sheer hard slog to maintain it. Even a relatively small church community like St John's is a hive of activity and industry – most of it 'behind the scenes' and carried out not with any expectation of receiving anything but simply for the love of doing it – doing it for God, and doing it for others. And as St Paul famously said, it's often those whose role appears less 'glamorous' that are, in fact, to be most highly honoured.

For example, where would we be without our Churchwardens? Simply magnificent - Ron and Sue between them basically 'run the Parish' on a day to day basis. Two of the best churchwardens any vicar could ever wish for.

And where would we be without Rita our Parish Secretary, producing service sheets, administration, following-up people, and unravelling all that paper and all those emails that pour out of the inner machinations of the Church of England. And she still keeps laughing!

Then there are those little church 'mice' – affectionately known as Yvonne and Margaret's holy dusters. You never see them – but if they weren't there we'd soon notice!

Our worship needs a lot of backup, planning and preparation. Have you ever seen a church with such gleaming candlesticks and such a tidy sacristy! Chris and her team are in here beavering away most days tirelessly, and 'for the Lord' – and, also, I might add with a ready ear to listen.

But we couldn't manage Sunday worship without servers either – Suggs and the team valiantly putting together the 'chaos' caused by the vicar. And younger members coming to join thanks to Jason's gentle 'encouragement'!

Then, where would we be without our musicians? Lots of churches have excellent organists; lots also have devout Christians who can play the organ but we here at St John's have an outstanding musician who is also a deeply committed Christian, who truly enhances our worship. Craig is a real find, but as we all know, it's all done to the glory of God. And our faithful, dogged, hundred-per cent choir – how we love and cherish them! And there are plans to re-introduce a junior choir at some stage.

And talking of 'juniors', where would we be without Phil and Anne-Marie and all those who help so sacrificially with our children's work with Sunday Club, and the Family Service. If you haven't witnessed one of Simon's talks at the Family Service come along, they're terrific!

But what of our caterers and hospitaliers, Gill and her team? Hasn't Gill got the whole business of having a hall off to a flying start, a bar set very high! Thank you, Gill and all those who help you.

Then there are those who welcome at the door, hand out service sheets inside the door and those who feed us by reading the lessons and lead us into prayer in the intercessions. And Alan, who compiles the Electoral Roll, and lets us know who's who. And Pat, who keeps tabs on our dear friends 'sleeping' in the churchyard. Then there's Carol, and her indefatigable work for safeguarding, helping us demonstrate we are a safe, sacred space. In fact, in this Diocese, we are one of the leading parishes in getting the framework for safeguarding in place – an example to most other parishes

Part of the joy of being a Christian is when we join with God in creating beautiful things and bringing the glory of God's Creation into this building and beautifying the church grounds around us and so how could we fail to acknowledge the creative flair, skill and sheer hard work that Lynn and her valiant team of 'flower-ladies' contribute to this place! Easter and Christmas, and most Sundays in between they're here really setting the mood of the season, sculpting in colour and shape.

Thank you one and all. It's entirely appropriate to acknowledge publicly once a year those who do so much to support God's mission in this place, but I'm very aware of the huge danger of mentioning people by name because there's the terrible risk of 'leaving someone out'. I do truly hope I haven't embarrassed anyone, or left anyone out, who should be mentioned. Please forgive me if I have.

But there is one more specific mention I'd like to make because when we talk about what 'difference' St John's makes to the local community, we inevitably come up with something that is impossible to calculate – how do you put a price on prayer and worship, for example, or Love for that matter? Perhaps we'd say it's literally, 'price-less' but the reality is that behind the more visible stuff, someone has to be the practical, down to earth, manager of the resources that enable everything else to happen. As well as administrating the bookings and hire of the hall, no small job in itself, we have, in Juliet: someone who self-effacingly bears the brunt of the responsibility for ensuring we stay on an even keel. We have a real 'treasure' in Juliet: she keeps accounts, makes budgets, and generally pulls the vicar down from the clouds when necessary, and thanks to her beautifully clear accounts – which are here in the APCM report – it is very easy to calculate the day to day running costs of being this beacon of hope, and sign of God's presence in St John's Parish.

You can do the sums yourself, but as a PCC we feel that we should cover our basic day to day running costs from regular giving to the Church from the church congregation members then any extra donations, legacies etc that come in, can be put towards repairs to the building, one off items, events, extra Mission activity and the like. At present, we're just a bit below that level of regular giving, however, and you can do the sums, our basic weekly costs are £1,400 and our regular giving, together with plate collections, is just over £1,100 per week so, in round figures, we are adrift to the sum of £300 per week. But, on average, we have just over 100 adults worshipping here each week which means that if, on average, each member of our congregation could consider giving just £3 a week more to support the running of this church, we'd be on a financially secure footing and any 'extras' that come by way of donations and legacies would be able to be used for important extras, rather than simply absorbed into keeping things afloat. The PCC has produced a leaflet which explains more about this, but I think that average figure of £3 per week is one to keep in mind; it's quite a modest-sounding target if we all pull together.

Next time the archdeacon carries out his Inquisition here, wouldn't it be good if we could show him that St John's is not just a beacon of hope and a sign of God's presence in the midst of the Parish, but is also financially secure, built on solid foundations, ready and able to take up whatever new challenges and opportunities God passes our way!

7. Any Other Business – there were none.

The meeting concluded with a prayer, and closed at 11.45 a.m.

The Parish Church of St John the Evangelist, Crowborough



Trustees' Annual Report

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*. This past year 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 and offering food and fun at Harvest;
- maintaining the fabric of the church building as a historic centre and focus of life in the parish.

To this end the PCC met five times this year.

WHAT WE ACHIEVED AND HOW WE AFFECTED BENEFICIARIES' LIVES

Safeguarding

The issue of safeguarding remains of high priority and therefore the subject is included in the agenda of all meetings of the PCC. We fully comply with Section 5 of the Safeguarding and Clergy Discipline Measure 2016 regarding the House of Bishops' guidance on safeguarding children and vulnerable adults.

As stated in last year's report we have met all the Simple Quality Protects criteria as set out by the diocese. Our portfolio is awaiting assessment which we gather should happen in the near future. Several parishes in the diocese, and in particular in our deanery, are still experiencing difficulties in fulfilling the requirements of the SQP. We have offered the Archdeacon our help and support; this may enable these parishes to locate their evidence and therefore meet the criteria.

Since January 2019 the Charity Commission have changed their rules and regulations regarding reports from parishes. All parishes must now report all serious safeguarding incidents to the Diocesan Safeguarding Adviser who will subsequently report to the Charity Commission. Non-safeguarding serious incidents, e.g. fraud or an issue affecting the reputation of the parish must now be reported to the Charity Commission directly. The responsibility for communication with the Charity Commission has been delegated to our churchwardens, Ron Rose and Sue Miell, (non-safeguarding) and Carol Brown (safeguarding). Father Paul would be involved at all times and the PCC would automatically be made aware of any serious or baseline incident. As a parish we remain vigilant at all times and aware that we should never be complacent regarding any safeguarding issue.

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.

Along with the rest of the diocese, the electoral roll has recently been completely renewed and there are now 102 parishioners on the church electoral roll, 55 of whom are not resident within the parish. The average regular weekly attendance, counted during October, was 98, but this number increased substantially at festivals.

We have continued with our emphasis upon the family and children's ministry. Thanks to a wider initiative encouraged by the Bishop of Chichester, Fr Paul has invited parents to consider whether they would like their children to start taking the Eucharist ahead of becoming confirmed. It has been apparent that some children have been developing and deepening their faith and it would be natural for them to receive Communion now and to prepare for Confirmation when they are about 14 years old. Currently we have four children who do this, and they took their first Communion with Bishop Nicholas Reed on Advent Sunday.

It is important that our children and young people feel that they can regularly take part in a Eucharistic service and so from January 2019 there has been a Children's Eucharist on each second Sunday at 11.30. This has allowed us to encourage the children to be welcomers, servers and readers and to lead us in prayer which will hopefully give them a real sense of liturgical worship at a level they can manage. Consequently, there is now a family service on each Sunday at 11.30am, and it is hoped that families will feel they can attend church on a more frequent pattern, and for some of the adults to also consider preparing for confirmation in their own right.

Following a review in the Autumn, Sunday Club now meet on the fourth Sunday at 10am in the Hall where we continue to teach the children about their faith and also gives us the opportunity to prepare the children for the Family Eucharist service each month. At each Sunday Club session 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. Although we have relatively small numbers there is a dedicated core group of children who show great enthusiasm and commitment and they are all showing that they are serious about loving God and following Jesus. 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. It has been encouraging and a delight that some of the teenagers who have been through Sunday Club come back to act as helpers and leaders for these events.

None of this work could be possible were it not for the dedication, creativity and commitment of our Junior Church helpers; without the love and support of adult helpers our children would not enjoy the activities and opportunities that they have each week at St John's.

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. Gentle teaching occurs during our weekly 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 20 baptisms, 5 weddings and 5 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.

*A lovely church
with a lovely
atmosphere.*

Visitors' Book, June 2018

*At last ... a church
that looks like a church!*

Visitors' Book, May 2018

In order to maximise use and availability of the church it has been kept unlocked throughout daylight hours and open to visitors and for private prayer and contemplation. Comments in the Visitors' Book indicate that people appreciate this facility, and it is especially valued by those with loved ones in the nearby hospital. Unfortunately someone recently stole both sets of Altar candlesticks and the sanctuary bells. Luckily no other damage was incurred, but the outcome has been that for the foreseeable future the church will be kept locked whilst we review security arrangements.

After years of patching-up the old, decrepit and unreliable church heating system which as well as being uncomfortable for congregations was also beginning to cause the fabric of our lovely church to suffer, the PCC decided to raise funds to completely replace it. This was achieved within a few months and we are incredibly grateful to all those who donated monies towards it, as well as Allchurches Trust, Congregational and General Charitable Trust and Garfield Weston Foundation who generously gave grants towards it. The new system was installed in time for the Christmas services, which were celebrated in a wonderfully warm and comfortable church.

The musical life of St John's has continued to flourish. In 2018 there were two very enjoyable concerts in the St John's Festival. Anne McAneney, resident of Crowborough, from the London Philharmonic Orchestra brought some of her Guildhall School of Music Trumpet Students to give an amazingly well researched and brilliantly played concert entitled *The World of the Trumpet* and Roger Harvey, professor of Brass ensemble arrangements at the Royal College of Music and ex-principal Trombone of the BBC Symphony Orchestra made some special arrangements for the Ensemble. Craig Edwards joined the Ensemble and accompanied some of the items with his usual flair. The Concert was well attended. The second concert in the Festival was given by Harmoniemusik of London, led by Mark Lacey. Music by Dvorak, Mozart, Weissenborn and Hummel provided a very enjoyable evening of wonderful sonorous Wind music, but unfortunately this was enjoyed by a lot fewer people than the previous evening. Refreshments were served in the hall during the intervals both evenings.

This year has seen a decline in choir numbers from previous years. In the summer our choir and a large number of the congregation together with those of St Thomas the Apostle Church, Groombridge held a combined evensong service at St Michael and All Angels Church, Withyham. We reciprocated the invitation, and our choir together with that of St Michaels' under the direction of their choirmaster, led the two congregations in a very successful Advent carol service which was followed by tea and cake in the church hall. We very much hope that these combined services will continue.

Our church hall continues to be a valuable asset to both the church congregation as well as the wider community. The hall fully complies with the stringent health and safety requirements which allows us to hire it out 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. A local opera singer practices there and it is regularly used for such diverse activities as yoga, Pilates, mindfulness classes, art classes, flower arranging workshops, children's parties, a music workshop for mothers and babies, a monthly carers' café and a monthly bereavement counselling group 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, soft drinks and sometimes wine. 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. On Shrove Tuesday we held our ever-popular annual quiz night with a fish and chip supper, and, as in previous years, our Lent Course was preceded each week by an abstemious lunch of bread and cheese. Following a Visitation to our Deanery Synod, Bishop Martin celebrated Mass at St John's and this was followed by lunch in the hall to which both members of the Synod and also the congregation were invited. A couple of weeks later we hosted a service for all the Crowborough churches for the World Day of Prayer and after the service we again invited everyone to join us for lunch in the church hall.

2018 marked the centenary of the signing of the Armistice at the end of World War 1, and so in addition to our usual remembrance service which was attended by local councillors and dignitaries, we hosted a three-course dinner in the hall. We were very privileged to have a professional singer who entertained us with songs from that era, and then led everyone in a wonderful sing-a-long. It was a marvellous evening which everyone appeared to immensely enjoy, and it also raised £250 for the Royal British Legion.

We have been quite physically active too. A delicious afternoon tea was enjoyed by the congregation after some of the more energetic members walked the bounds on Rogation Sunday, and in September

a group joined Bishop Richard and Archdeacon Edward and walkers from other parishes in the diocese on a pilgrimage to Chichester Cathedral to mark the diocesan Year of Prayer; we walked along the beautiful canal path from Hunston to Chichester Cathedral where the bishop led a wonderful service, following which we walked all the way back again! Also in September various members of our congregation joined in the annual Ride and Stride raising money both for St John's and also for Sussex Historic Churches.

Other social events this year included the highly popular barbecue at the Annual Feast of Dedication in July. This 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. This year we held the barbeque in the school playing fields which was particularly appreciated by the children who enjoyed playing games and running around in the glorious sunshine.

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 a couple of carols, which was lovely.

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 the Vines Neuro-Rehabilitation Centre and Warren Drive Care Home where monthly Communion services are held. In December a group from St John's sang carols at Warren Drive, which the residents and staff clearly enjoyed.

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.

Because St John's is itself a charity the PCC made the decision that all monies collected should be retained for the upkeep and running of the church, and that rather than donating to charity from church funds we should instead have specific collections or fund-raising events, thus ensuring that everyone is aware of exactly where all monies are being spent. Prior to this decision the church gave £100 to the National Historic Churches Trust from its own funds. Other charitable donations included the Christmas collections which raised £953.22, split evenly between St John's pre-school and the Children's Society, and a further £150 was also raised for the Children's Society from individual collecting boxes. We are quite proud to be one of the few churches who continue to do door-to-door collections throughout our parish during Christian Aid Week and, together with a retiring collection, we collected £2,564.56 for Christian Aid. Money collected from this year's Lent lunches towards the Bishop's Lent appeal for Turning Tides for Sussex homeless raised £386, and we also collected £140 for the Bishop's Harvest Appeal. Ride and Stride raised £482, which was split equally between the National Historic Churches Trust and the church. As previously mentioned, £250 was raised for the Royal British Legion at the Armistice dinner. We also collected £272 in a retiring collection for victims of the cyclone in Africa.

FINANCIAL REVIEW

Incoming resources

The total receipts for 2018 were £98,116, compared with £114,916 in 2017. These are detailed in the Financial Report. The total includes £1,619 in final pledges for the designated church hall building fund, grants of £12,800 and donations of £4,563 towards the costs of replacing the church heating system.

The total planned giving (i.e. envelopes and standing orders) was £35,952, compared with £39,663 in 2017, a decrease of nearly 10%. A stewardship campaign took place in October 2018 to try and increase church income via planned giving. This will enable us to try and ensure that we can meet our commitments in the future. Unplanned giving (i.e. money in the plate) fell slightly to £5,206 from £5,357.

Fund raising events, which were all in aid of the church hall fund generated £3,752.

Fees for weddings and funerals increased to £3,964 from £2,907 in 2017.

Our tax reclaim from HM Revenue and Customs under the gift aid scheme was £10,713 for general church funds, which included £2,169 received in March 2018, covering the last 3 months of 2017. The claim for the last 3 months of 2018 was £2,122 and this is included under other debtors in the statement of assets and liabilities.

Outgoing resources

Sharing the ministry costs of the Diocese of Chichester

The largest expenditure of the PCC was the sum of £40,000 paid to the diocese for our share of the all churches' Parish Ministry Costs 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 decreased because the church insurance is now paid directly by the PCC, rather than being part of the diocese contribution.

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 £1,270, 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 £1,417.

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

Other costs

The church boiler and heating system was replaced in the Autumn of 2018, at a total cost of £51,284. This was partly covered by donations and grants, which totalled £28,460 but the balance was financed from general fund reserves. There is a small retention of £2,686 outstanding and this is included as a liability in the statement of assets and liabilities.

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. £12,000 was repaid at the beginning of 2018 and we are aiming to repay a further £12,000 in 2019.

Other church running expenses fell to £69,755 from £70,806 in 2017. It is hoped that the new heating system, will be more efficient and reduce the amount of oil required to heat the church.

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 general fund, overall there was a deficit of income over expenditure of £30,393 compared with a surplus of £15,054 in 2017. This was due to the fact that the general fund reserves were used to fund the replacement of the new heating system. Overall, the deficit of planned giving, over day to day running costs, was approx. £8,000. The longer term aim is to ensure that regular giving income is sufficient to cover the day to day church running costs, with hall hire income allocated to the repayment of the Diocese loan.

Our total cash assets stood at £35,619 at 31 December 2018 compared with £72,796 at the previous year end. Of this £17,478 relates to the balance on the church hall fund and £12,000 of this will be used to repay 1/5th of the Diocesan loan in 2019.

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 £35,619, 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 £25,000 was invested temporarily at 31 December 2018.

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 deficit for the year is a concern, 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.

Summary of Financial Receipts and Payments

	<i>Unrestricted</i>		<i>Restricted Fund/s</i>	<i>Endowed Fund/s</i>	<i>Total All Funds 2018</i>	<i>Total All Funds 2017</i>	<i>Notes</i>
	<i>General Fund</i>	<i>Designated Funds</i>					
	£	£	£	£	£	£	
Income and endowments from:							
Donations, legacies and grants	54,876	19,817	-	-	74,693	96,838	
Charitable activities	3,964	-	-	-	3,964	2,907	
Other trading activities	12,763	3,752	-	-	16,515	12,677	
Investments	2,579	152	-	213	2,944	2,494	
Other receipts	-	-	-	-	-	-	
Total received	74,182	23,721	-	213	98,116	114,916	
Expenditure on:							
Cost of raising funds	-	934	-	-	934	-	
Charitable costs	69,334	-	-	421	69,755	80,447	
Trading costs	1,320	-	-	-	1,320	2,660	
Other payments	33,921	17,363	-	-	51,284	-	
Total paid	104,575	18,297	-	421	123,293	83,107	
<i>Reconciliation of funds:</i>							
Net income or (net expenditure)	(30,393)	5,424	-	(208)	(25,177)	31,809	
Diocesan loan repayment		(12,000)			(12,000)	-	
Transfers between funds	-	-	-	-	-	-	
Net movement in funds	(30,393)	(6,576)	-	(208)	(37,177)	31,809	
Bank accounts at 1 January	48,534	24,054	-	208	72,796	40,987	
Bank accounts at 31 December	18,141	17,478	-	-	35,619	72,796	A&L

Statement of Assets and Liabilities

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Endowed</i>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	<i>General</i>	<i>Designated</i>			<i>All Funds</i>	<i>All Funds</i>	
	<i>Fund</i>	<i>Funds</i>	<i>Fund/s</i>	<i>Fund/s</i>	<i>2018</i>	<i>2017</i>	
	£	£	£	£	£	£	
Assets:							
Bank current account	(8,869)	10,880	-	-	2,011	12,822	
CBF Deposit Fund	26,995	6,598	-	-	33,593	59,974	
PCC-owned bank balance	18,126	17,478	-	-	35,604	72,796	
Unbanked cash	15	-			15		
Diocesan Assigned Fees received					-	-	
Total bank and deposit accounts	18,141	17,478	-	-	35,619	72,796	R&P
Fees not yet received	-	-	-	-	-	105	
Hall hire invoices outstanding	-	274			274	-	
Gift Aid recoverable	2,122	-	-	-	2,122	2,169	
Debtors	2,122	274	-	-	2,396	2,274	
392 CBF Investment Fund shares				6,330	6,330	-	
Investment assets at market value	-	-	-	6,330	6,330	-	
392 CBF Investment Fund shares	-	-	-	-	-	-	
Investment assets at cost	-	-	-	-	-	-	
Freehold, The Reading Room at valuation	25,000	-	-	-	25,000	<i>25,000</i>	
Freehold, St Johns Church hall at cost	346,416	-	-	-	346,416	<i>346,416</i>	
Total assets	391,679	17,752	-	6,330	415,761	446,486	
Liabilities:							
Unpaid Diocesan fees for weddings/funerals	248	-	-	-	248	545	
Key Deposits held	450	-			450	350	
Diocesan loan	-	48,000	-	-	48,000	60,000	
Retention on building work	-	2,686	-	-	2,686	-	
Electricity used since last billed (est'd)	-	-	-	-	-	300	
Total liabilities	698	50,686	-	-	51,384	<i>61,195</i>	

Notes to the Annual Financial Report

Analysis of Total Received

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total	Total	Notes
	General Fund	Designated Funds			All Funds 2018	All Funds 2017	
	£	£	£	£	£	£	
Planned giving (excl. tax refunds)	32,659	-			32,659	36,042	
Planned giving (no tax refunds)	3,293	-			3,293	3,621	
Loose cash collections	5,206	-			5,206	5,357	
Special appeals	422	-			422	1,164	
Gift Aid recovered	10,713	-			10,713	15,583	
Ride & Stride	261	-			261	50	
Donation from Withyham Parish Council	650	-			650	650	
Friends of St Johns	130	-			130	160	
Other donations	1,504	-			1,504	1,005	
Votive candles	38	-			38	54	
Church Hall donations - buildings costs	-	1,619			1,619	15,748	
Church Hall donations - furnishings	-	-			-	95	
Heating fund donations	-	4,563			4,563	6,500	
Donations for coffee & refreshments	-	835			835	809	
Legacies	-	-			-	10,000	
Grants	-	12,800			12,800	-	
Donations, legacies and grants	54,876	19,817	-	-	74,693	96,838	
Fees for weddings & funerals	3,964	-	-	-	3,964	2,907	
Charitable activities	3,964	-	-	-	3,964	2,907	
Church Hall hire	11,738	-	-	-	11,738	6,912	
100 Club	1,025	-	-	-	1,025	1,305	
Easy Fundraising	-	-	-	-	-	56	
Keep Fit walkers group	-	389	-	-	389	-	
Concerts	-	1,485	-	-	1,485	1,322	
Christmas & Summer fair stalls	-	-	-	-	-	98	
Raffles	-	-	-	-	-	563	
Music Afternoon	-	-	-	-	-	205	
Shrove Tuesday quiz night	-	222	-	-	222	361	
Dedication Festival & BBQ	-	306	-	-	306	618	
Harvest Lunch	-	91	-	-	91	135	
Flower arranging workshops	-	60	-	-	60	405	
Table Top sale/craft fair	-	-	-	-	-	177	
Easter cake sale	-	70	-	-	70	-	
Sponsored Bike Ride	-	665	-	-	665	-	
Remembrance dinner	-	305	-	-	305	-	
Sales of donated goods/produce	-	159	-	-	159	520	
Other trading activities	12,763	3,752	-	-	16,515	12,677	
Bank & CBF deposit interest	79	152	-	213	444	327	
Rent from letting of Reading Room	2,500	-	-	-	2,500	2,167	
Investments	2,579	152	-	213	2,944	2,494	
Other receipts	-	-	-	-	-	-	
Total received on all funds	74,182	23,721	-	213	98,116	114,916	

Notes to the Annual Financial Report

Analysis of Total Paid

	Unrestricted		Restricted	Endowed	Total	Total	Notes
	General	Designated			All Funds	All Funds	
	Fund	Funds			Fund/s	Fund/s	
	£	£	£	£	£	£	
Fundraising expenses	-	934	-	-	934	245	
Cost of raising funds	-	934	-	-	934	245	
Charitable donations	1,347	-	-	-	1,347	769	
Parish share to Chichester Diocese	40,000	-	-	-	40,000	42,089	Insurance now paid directly by PCC
Organists fees	5,000	-	-	-	5,000	6,000	
Clergy and other people's expenses	1,417	-	-	-	1,417	976	
Mission & evangelism costs	-	-	-	-	-	-	
Sunday school/Children's work	-	-	-	-	-	109	
Council tax and rates	1,633	-	-	-	1,633	1,560	
Water, Gas, Electricity, and Oil	5,327	-	-	-	5,327	4,408	
Insurance (Church, Reading Room & Hall)	2,985	-	-	-	2,985	286	Insurance now paid directly by PCC
Alarm/Fire appliance rental	784	-	-	-	784	695	
Telephone & broadband	550	-	-	-	550	513	
Printing & photocopying	2,310	-	-	-	2,310	2,907	
Other regular church running costs	2,942	-	-	-	2,942	2,952	
Church maintenance & redecoration	5,039	-	-	421	5,460	7,542	
Church Hall furnishings	-	-	-	-	-	1,837	
New building work	-	-	-	-	-	7,804	
Charitable costs	69,334	-	-	421	69,755	80,447	
Church hall caretaking & cleaning	1,320	-	-	-	1,320	2,415	
Trading costs	1,320	-	-	-	1,320	2,415	
New heating system	33,921	17,363	-	-	51,284	-	
Total paid on all funds	104,575	18,297	-	421	123,293	83,107	

**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 2018

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

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:

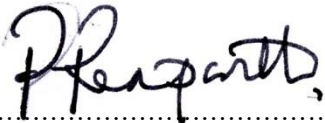
Ex Officio members: Incumbent: Fr Paul Redparth - Chairman
Wardens: Miss Susan Miell
Mr Ronald Rose

Elected members: Mrs Christine Avery
Mr Michael Bains
Mrs Carol Brown
Mrs Rita Burton – Secretary
Mr Simon Carr
Mr David Chatterton
Mr Craig Dawson
Mr Philip Morris

Deanery Synod: 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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12th April 2019