

**The Parochial Church Council of the Ecclesiastical  
Parish of Gossops Green and Bewbush, St Alban's**

**Trustees Annual Report and Annual Financial Report  
for the year ended  
31 December 2023**

**Registered Charity number: 1196796**

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**Officers and professional advisers**

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**Trustees:**

*Ex Officio:*

Incumbent:

Revd. Ann Alexander (Chair)

Wardens:

Mrs Deborah Cowie (from 21 May 2023)

Mrs Caroline Edwards (Vice Chair) (until 21 May 2023)

Mrs Sue Richardson (Vice chair from 21 May 2023)

Secretary:

Mr Alan Magrath\*

Safeguarding officer:

Mr Andy Hoare

*Elected members:*

Mr Geoff Bull (from 21 May 2023)

Mrs Caroline Edwards (from 21 May 2023, previously a Warden)

Mr Keith Ford (from 21 May 2023)

Mr Robert Higson

Mr Andy Hoare

Mrs Emma Humphrey

Ms Beverly Killick

Mrs Sarah Magrath

Mrs Jane Sharpe

*Deanery Synod:*

Mrs Sue Richardson (until 21 May 2023)

Mrs Madeleine Taylor (from 21 May 2023)

*\*Despite being an ex-officio position this person has not taken up the role of a voting member of the PCC.*

**Treasurer:**

Mr James May

**Finance officer:**

Mrs Sue Richardson

**Charity Number:**

1196796

**Registered office:**

St Alban's Parish Office

St Alban's Church Hall

Gossops Drive

Crawley

West Sussex

RH11 8LD

**Independent Examiners:**

Darren Harding ACA FCCA DChA

Richard Place Dobson Services Limited

1-7 Station Road

Crawley

West Sussex

RH10 1HT

**Independent examiners report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of Gossops Green and Bewbush, St Alban's**

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I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023 which are set out on pages 1 to 12.

**Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Darren Harding ACA FCCA DChA

Richard Place Dobson Services Limited  
Registered in England  
Company Number 4681154  
1-7 Station Road, Crawley, West Sussex, RH10 1HT

Date:

**Receipts and Payments Summary of Financial Activities**

	Note	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2023 £	2023 £	2023 £	2022 £
<b>Income and endowments from:</b>					
Donations and legacies	2	37,379	8,284	45,663	43,113
Trading activities	2	40,206	-	40,206	32,640
Other receipts	2	1,492	-	1,492	4,598
<b>Total received</b>		<b>79,077</b>	<b>8,284</b>	<b>87,361</b>	<b>80,351</b>
<b>Expenditure on:</b>					
Raising funds	3	121	-	121	170
Charitable activities	3	44,713	-	44,713	60,805
Other payments	3	21,199	6,000	27,199	21,136
<b>Total paid</b>		<b>66,033</b>	<b>6,000</b>	<b>72,033</b>	<b>82,111</b>
<b>Reconciliation of funds:</b>					
Net income		13,044	2,284	15,328	(1,760)
Funds at 1 January		19,458	10,652	30,110	31,870
<b>Funds at 31 December</b>		<b>32,502</b>	<b>12,936</b>	<b>45,438</b>	<b>30,110</b>

**Statement of Assets and Liabilities**

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	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2023 £	2023 £	2023 £	2022 £
<b>Assets:</b>				
Bank current account	32,502	12,936	45,438	30,110

*Note 7 has further details on restricted funds.*

**Liabilities:**

At the year end the following estimated liabilities existed (all to be paid from unrestricted funds):

	2023 £	2022 £
Accruals	2,490	1,221
Other creditors	-	300
	<u>2,490</u>	<u>1,521</u>

This Financial Report for the period ended 31 December 2023, including the notes following, was approved by the PCC and signed on its behalf by The Revd. Ann Alexander, PCC Chair:

Date:

**Notes to the Annual Financial Report**

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**1. Basis of preparation**

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.

**2. Analysis of total received**

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2023	2023	2023	2022
	£	£	£	£
Planned giving (excl. tax refunds)	23,434	-	23,434	23,396
Planned giving (no tax refunds)	2,277	-	2,277	2,608
Loose cash collections	2,366	-	2,366	1,327
Special appeals	3,442	8,284	11,726	9,931
Gift aid recovered	5,860	-	5,860	5,851
<b>Donations</b>	<b>37,379</b>	<b>8,284</b>	<b>45,663</b>	<b>43,113</b>
Rental income	37,625	-	37,625	30,314
Fundraising events	2,581	-	2,581	2,326
<b>Trading activities</b>	<b>40,206</b>	<b>-</b>	<b>40,206</b>	<b>32,640</b>
Fees for weddings and funerals	1,084	-	1,084	1,499
Other receipts	408	-	408	3,099
<b>Other receipts</b>	<b>1,492</b>	<b>-</b>	<b>1,492</b>	<b>4,598</b>
<b>Total received</b>	<b>79,077</b>	<b>8,284</b>	<b>87,361</b>	<b>80,351</b>

**Notes to the Annual Financial Report**

**3. Analysis of total paid**

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2023 £	2023 £	2023 £	2022 £
	Note				
Event costs		121	-	121	170
<b>Raising funds</b>		<b>121</b>	<b>-</b>	<b>121</b>	<b>170</b>
Charitable donations		-	-	-	418
Parish share to Chichester Diocese	4	15,000	-	15,000	27,000
Salaries and honoraria incl NI	6	3,525	-	3,525	3,900
Clergy and other people's expenses		3,609	-	3,609	3,665
Mission costs		942	-	942	1,687
Insurance		4,289	-	4,289	4,250
Water, gas, electric, and oil		13,400	-	13,400	16,136
Printing and photocopying		2,412	-	2,412	2,704
Wedding and funeral costs		-	-	-	854
Other regular church running costs		1,536	-	1,536	191
<b>Charitable activities</b>		<b>44,713</b>	<b>-</b>	<b>44,713</b>	<b>60,805</b>
Maintenance & redecoration		18,737	6,000	24,737	19,526
Accountancy fees		1,260	-	1,260	1,146
Bank fees		120	-	120	86
Other payments		1,082	-	1,082	378
<b>Other payments</b>		<b>21,199</b>	<b>6,000</b>	<b>27,199</b>	<b>21,136</b>
		<b>66,033</b>	<b>6,000</b>	<b>72,033</b>	<b>82,111</b>

**4. Parish share to Chichester Diocese**

The Parish share to Chichester Diocese of £15,000 (2022: £27,000) is for the payment of Clergy and other central costs. The full cost of the parish ministry amounts to c.£80,000 for the year (2022: £76,967). The shortfall is absorbed by the Diocese not payable by the parish in future years.

**5. Gift aid**

Gift aid is recoverable on donations received up to the year end. Due to the preperation on the basis of cash accounting, there is Gift Aid due on December's donation after the year end.



**Notes to the Annual Financial Report**

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**6. Payments to PCC employees**

	2023	2022
	£	£
Gross pay	3,300	3,300
Honaria payments	225	600
<b>Salaries and honaria per note 3</b>	<b>3,525</b>	<b>3,900</b>

**7. Restricted funds**

The PCC continues to fund raise for a building project which will take place in phases but will result in the repair of the church tower, construction of a new entrance hall, the upgrade of WCs and the kitchen area, and a new church hall. At the year end all restricted funds related to this project.

	2023	2022
	£	£
Start of year	10,652	6,509
Income	8,284	4,630
Transfer	-	(187)
Expenditure	(6,000)	(300)
End of year	<b>12,936</b>	<b>10,652</b>

During the prior year a review of the restricted fund was carried out and it was identified that £187 was not correctly classified. As a result we have transferred £187 this year between funds.

**8. Related party transactions**

During the year there were various donations from trustees to the parish. Due to many being in cash it is not possible to quantify the amounts.

During the period there were various expenses paid for by trustees on behalf of the church (because cash floats are not given out), which were then reimbursed.

Furthermore the utility, council tax, and phone bills of the clergy and curates are paid by the charity, with rent and wages being paid by the Diocese (for which this charity pays through contributions, see note 3).

There were no other related party payments or receipts during the year.