

# St John The Evangelist Church, Newtimber

## ANNUAL REPORT

## AND

## FINANCIAL STATEMENTS

## OF THE

## PAROCHIAL CHURCH COUNCIL

For the year ended 31 December 2010

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**St John the Evangelist Church, Church Lane, Newtimber, Hassocks, West Sussex BN6 9BT**

*Incumbent:* **The Revd Dr Caroline Currer, The Rectory, Poynings, Brighton BN45 7AQ**  
**Licensed as Priest in Charge on 8 July 2009**

*Independent examiner:* **Mr P Blackford, Kingsley, Church Lane, Pyecombe, Brighton BN45 7FE**

*Bankers:* **CAFBANK Ltd. Kings Hill, West Malling, Kent ME19 4TA**

**ST. JOHN THE EVANGELIST, NEWTIMBER.**  
**Annual Report 2010**

**Administrative Information.**

St. John the Evangelist church is one of the four parishes in the Downland Benefice, the others being at Poynings, Edburton and Pyecombe. The Priest in Charge, The Revd Dr Caroline Curren, serves the four parishes on a part-time basis.

The parish is a charity but exempt from registering with the Charity Commission within the meaning of the Charities Act 1993.

During the year, the following served as Members of the Parochial Church Council:

**The Parochial Church Council**

Incumbent	Rev'd Dr Caroline Curren	Chairman
Readers (from October 2010)	Mr Alan Curren (previously co-opted)	
	Mr Patrick Pollicott-Reid	
Churchwardens	Dr. D.S.Murrell	Vice Chairman
	Mrs. A.L.Buck	
Deanery Synod representative	Mrs. A.L.Buck	
Elected Members	Mr. A.Clay	Treasurer
	Ms Lucy Dalrymple	Secretary
	Mr. S. Brandt	
	Mrs. C.Clay	
	Mrs. W.Duquemin	
	Mrs. G.Keith	
Standing Committee	Dr. D.S.Murrell, Mrs. A.L.Buck, Mr. A.Clay,	
Child Protection Officer .	Mrs. Louise Anderson of Pyecombe parish.	

**Structure, governance and management**

Membership of the PCC is determined under the Church Representation Rules. Members are either ex-officio (the Priest-in-charge and Readers licensed to the parish); the churchwardens and Synod members, and 6 members of the church who are elected by the Annual Parochial Church Meeting.

**Objectives and activities**

The objective of St. John's PCC in 2010 was the promotion of the gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England, and to work with the incumbent in promoting the whole mission of the church.

**Mission Action Plan 2010 -11**

- to further establish the regular Tuesday evening service
- to get the Benefice website up and running
- to meet with the new South African Defence Adviser to keep the SS Mendi link active
- to engage with the South Downs Society concerning potential for extended use of the church.

## **Progress towards these objectives**

The Tuesday evening service has become well established, and numbers attending at Newtimber have risen from 2 to between 4 and 6 most weeks. A decision was taken to hold the service at 4pm during the dark winter months, especially as the church building is remote, with a long unlit path. This seems to have been appreciated.

The Benefice website is now established, and one of the members of the Newtimber PCC has taken on the task of updating this on behalf of all 4 churches – a good example of cooperation across the churches.

Shirley Murrell (Church warden) and Caroline Curren (incumbent) were invited with their partners to attend a welcome party for the new South African Defence and Naval Adviser which was held in London in October 2010. This provided an opportunity to make contact and explain our link to Brigadier General G. S Sizani. Ongoing work will be needed to reinforce our link with the Eastern Cape area, and those at the High Commission with an interest in it.

The church lies in the newly established National Park, which will come into existence on 1st April 2011. We are keen to see whether this will enhance the potential for extended use of the church, and have – as part of this interest - during 2010 taken up an opportunity for a concert to be held during 2011.

## **Mission Action Plan for 2011 – 12**

- to help to maintain the Benefice website with current information.
- to maintain contact with the South African Defence Advisor.
- to maintain contact with the City Gate Church in Brighton and their charity ‘Fundelaship’ which helps those in East Cape, South Africa with problems resulting from AIDS.
- to encourage modernization of our church facilities, and work towards installation of a kitchen and toilet.
- to encourage use of the church for community activities, and potential use by the South Downs Society in their role within the new South Downs National Park.

## **Achievements and Performance**

### **Church attendance**

There are 15 people on the church electoral roll, of whom 8 are non-resident.

Average attendance at Sunday services has been 28, which increases at festivals.

Attendance at the Carol Service was 40, which was somewhat down on the previous year perhaps due to an altered date.

In addition, Evening Prayer has been said every week on a Tuesday evening at 6pm in summer and 4pm in winter, in St Johns, Newtimber. 4-6 people have been attending during the year.

### **Occasional Offices**

During 2010, there have been no weddings at St Johns, one baptism and one funeral taken at the Crematorium of a person related to a parish resident. A further Newtimber resident was buried at Poynings, with a service held in Poynings church. The ashes of a former resident were also buried in the churchyard.

### **Review of the year**

The PCC held 6 meetings, 4 for Newtimber alone and 2 following combined Benefice PCC meetings.

St John’s Newtimber enjoys a lovely location and a beautiful sense of peace. It is kept open day and night – and the visitor’s book continues to show how much this is appreciated. The building gives an immediate sense

of welcome, and that it is loved and cared for. In a parish with a population of only 115, this care results from the active work of a few very dedicated individuals – of whom the warden Shirley Murrell is the foremost – but it also reflects a more widespread sense of pride in this church building that exists locally.

Improvements have been made to the church building during 2010, notably a new West Door, made by local craftsmen, and repainting of the vestry door. The new glass screen was dedicated in March 2010 at the Mothering Sunday Service, and has, together with the new heaters, greatly improved the warmth of the church during the winter months. In the churchyard, a tree (planted in 1981 to celebrate the 80th birthday of the Queen Mother) fell down as a result of decay and has been removed. Plans have also been drawn up for new building works, and porosity tests are being conducted to establish the best locations for drainage. Estimates have been obtained for this work and for minor changes inside the church to create a better platform and venue for concerts.

Services are held in the church on the second Sunday of each month, and also on a fifth Sunday (when there is one) as well as every Tuesday evening. For Sunday services, the congregation is drawn from across the Benefice and members of Newtimber Church worship on other Sundays at the other churches within the Benefice. It has been agreed that Easter services will be held in the church on which the Sunday falls – for Newtimber this will be in 2012. At Christmas, two churches (Edburton and Pyecombe) have a service at Midnight, whilst Newtimber Church and Poynings Church have the main 10am service on a rotational basis, year on year. In 2010, this was at Poynings, but an additional service was held at 8am on Christmas Day at Newtimber.

2010 saw the licensing of two Readers within the Benefice, and they have both assisted and taken services at Newtimber, on Sundays and in the week, as well as in the other churches. Church members from all the churches attended their licensing service at the Cathedral in October 2010.

Fundraising has been greatly helped by the proceeds from Open Gardens, both at Rectory Cottage (the home of Shirley and John Murrell) and at Newtimber Place (home of Andrew and Carol Clay), where the proceeds from teas are given to the church. We are most grateful to the hosts.

During this year, Newtimber Place was also the venue for two additional social events that were much appreciated – tea after the carol service, and a Harvest lunch. The latter was a new venture, which drew in all members of the parish, and was a chance for church members to spend time with other parishioners.

The link with South Africa has not been very active in 2010, since a new Adviser was not appointed until October. It will take him some time to settle in, and to establish whether he wishes to visit Newtimber.

I would like to thank a number of people for their ongoing help throughout the year. The wardens and members of the PCC of course, particularly Shirley Murrell, and our secretary Lucy Dalrymple and treasurer Andrew Clay. In addition, Lambert Coles and Tim Jeffery have voluntarily helped with the churchyard. Fred Cook comes from Henfield to play the organ for most services at St Johns, with the occasional help of Canon Alan Spray. Sheila Marshall cleans the church. Members of the PCC – especially Gill Keith and Wendy Duquemin - offer a warm and practical welcome through refreshments after services. Without such contributions, it would not be possible for St John's to continue to thrive as it does.

## **Financial Review**

This is attached.

The parish contribution has been set by the Deanery synod at a level which the parish can realistically meet. It was paid in full in 2010. Donations have been made to charities during the year, including; Off

The Fence Trust, The National Churches Trust, and West Africa Harvest Appeal.

**Reserve Policy**

The PCC will endeavour to continue the ministry of the church and to maintain the church fabric within its financial resources.

Signed on behalf of the PCC by the chairman, The Revd Dr Caroline Curren, Priest in Charge

(Chairman) -  Date ----- 4/4/22

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE EVANGELIST, NEWTIMBER  
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2010

General (Unrestricted) Fund Receipts and Payments Account

	2010	2010	2009
	£	£	£
<b>Receipts</b>			
<i>Voluntary Receipts</i>			
Planned giving	2,861		2,090
Collections and other giving	3,225		3,219
Income tax recovered	2,270		488
		8,356	5,797
<i>Other voluntary receipts</i>			
Grants	1,294		100
Legacy	0		3,000
Donations	221		164
		1,515	3,264
<i>Receipts from activities for generating funds</i>			
Sussex Churches Cycle Ride	0		0
Garden Openings/Teas & sales	2,688		1,179
		2,688	1,179
<i>Receipts from Church activities</i>			
Fees	78		1,011
		78	1,011
<i>Receipts from investments</i>			
Interest on CBF Deposit-Fund	25		76
Bank interest	12		50
Dividends	19		18
		56	144
<i>Other incoming resources</i>			
Insurance receipt	4,332		0
		4,332	0
<b>Total receipts</b>		<b>17,025</b>	<b>11,395</b>
<b>Payments</b>			
<i>Church activities</i>			
Charitable Donations	331		263
Diocesan parish contribution	2,500		2,500
Church running expenses	1,251		763
Clergy expenses	609		219
Cost of services	112		113
Buildings maintenance	8,769		6,454
Printing and stationery	0		0
Organist	140		145
Churchyard Maintenance	968		75
<b>Total payments</b>		<b>14,680</b>	<b>10,532</b>
<b>Excess of Receipts over Payments</b>		<b>2,345</b>	<b>863</b>
Bank current and deposit accounts at 1 January 2010		<b>12,253</b>	<b>11,390</b>
Bank current and deposit accounts at 31 December 2010		<b>14,598</b>	<b>12,253</b>

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE EVANGELIST, NEWTIMBER  
 FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2010

Other Funds

Restoration and Repair Fund Receipts and Payments Account - Restricted Fund

	2010		2009
	£	£	£
<b>Receipts</b>			
Donations and Collections	4,308		5,828
Income Tax recovered	0		282
Grants	<u>0</u>		<u>0</u>
		4,308	6,110
<b>Payments</b>			
Screen	0		10,136
Heating	0		4,000
Repairs	<u>0</u>		<u>1,653</u>
		0	15,789
<b>Excess of Receipts over Payments</b>		4,308	(9,679)
Bank current and deposit accounts at 1 January 2010		<u>-4,097</u>	<u>5,582</u>
Bank current and deposit accounts at 31 December 2010		<u>211</u>	<u>(4,097)</u>

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE EVANGELIST, NEWTIMBER

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 2010

	General Fund £	Rest & Rep Fund £	Totals 2010 £	2009 £
<b>Monetary assets</b>				
CAF Bank current account	7,590	211	7,801	1,152
CAF Gold Account	2,008	0	2,008	2,004
CBF Deposit Fund	5,000	0	5,000	5,000
	<u>14,598</u>	<u>211</u>	<u>14,809</u>	<u>8,156</u>
<b>Debtors</b>				
Income tax claimed, not received	1,835	0	1,835	2,012
	<u>1,835</u>	<u>0</u>	<u>1,835</u>	<u>2,012</u>
<b>Total assets (note 7)</b>	<u>16,433</u>	<u>211</u>	<u>16,644</u>	<u>10,168</u>
<b>Liabilities</b>				
Rectors expenses for October-December 2010	135	0	135	138
Donation to Sussex Churches Preservation Trust	25	0	25	25
Christmas Service Charitable Donations	0	0	0	150
Diosesan Registrar	0	0	0	70
<b>Total liabilities</b>	<u>160</u>	<u>0</u>	<u>160</u>	<u>383</u>

**Notes**

1. The financial statements of the PCC have been prepared in accordance with the Charities Act 1993 and the Church Accounting Regulations 2006, using the Receipts and Payments basis
2. The following assets are recognised but not necessarily 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; church gates & noticeboard
3. No payments were made to PCC members or connected persons other than simple reimbursements for items bought for the PCC
4. The diocese is the custodian of two small trusts relating to maintaining the Bines and Bevan graves. It is held as fixed interest shares with CBF and valued at £326 on 31/12/09.
5. At the Christmas Services, the collections (less expenses) were taken in aid of Anti-Freeze, a project run by Off the Fence Trust. £96 of the figure shown in General Collections was therefore restricted income.
6. The PCC has given an undertaking to donate at least £25 per annum until 2013 to the Sussex Historic Churches Trust. 2009's payment was paid in 2010, so 2010's is shown as a liability

Approved by the Parochial Church Council on 17 February 2011 and signed on its behalf

The Revd Dr Caroline Curren  
Chairman



**Independent examiner's report**  
**To the PCC of St John The Evangelist Newtimber**

This report on the accounts of the PCC for the year ended 31 December 2010 which are set out on pages 4 to 6, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the Regulations) and s.43 of the Charities Act 1993 (the Act)

**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 Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulations

**Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the Church guidance 2006 edition. 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 I do not express an audit opinion on the view given by the accounts

**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 41 of the 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.

Signed..



Date

15/3/11

Mr P Blackford  
Kingsley  
Church Lane  
Pyecombe  
Brighton  
West Sussex  
BN45 7FE