



**Annual Meeting  
Of Parishioners**

and

**Annual Parochial  
Church Meeting**

Sunday 17th May 2026

11:15 am

in Church

St Mary's Church, Billingshurst

Annual Meeting of Parishioners

Sunday 17<sup>th</sup> May 2026 at 11:15am

AGENDA

1. Opening Prayer
2. Election of two Churchwardens for the coming year

Annual Parochial Church Meeting

AGENDA

1. Apologies for Absence
2. Minutes of the Meeting held on 18<sup>th</sup> May 2025
3. Matters arising from the Meeting held on 18<sup>th</sup> May 2025 (not already covered)
4. Election of 4 Members to Horsham Deanery Synod to serve until 2029
5. Election of 7 Members to the Parochial Church Council; 4 to serve until 2029, 2 to serve until 2028, 1 to serve until 2027
6. Annual Review – incorporating Annual Reports to the APCM:
  - (i) The Electoral Roll
  - (ii) Annual Report and Financial Statements of the Parochial Church Council
  - (iii) Report of the proceedings of Deanery Synod
  - (iv) Churchwarden's Report
  - (v) Safeguarding Report
  - (vi) Report of Transformation Project
7. Appointment of Independent Examiner (Auditor)
8. Vicar's Address
9. Any Other Business
10. Closing Prayers

## **ST MARY'S CHURCH, BILLINGSHURST**

**Annual Meeting of Parishioners  
Sunday 18<sup>th</sup> May 2025  
11:15am in St Mary's Church**

The Reverend David Beal chaired the meeting.

### **1. Opening Prayer**

The Vicar welcomed everyone to the meeting and opened in prayer.

### **2. Election of two Churchwardens for the coming year**

Two nominations for the position of Churchwarden had been received: Stuart Wallace (proposed Jonathan Little, seconded Tina Woodhead) and Anthony Duffy (proposed Stuart Wallace, Elizabeth Connor). There were no other nominations and both Stuart and Anthony were duly appointed to serve. The Vicar thanked them for being willing to stand. This was met with a round of applause.

The Vicar gave a huge thank you to Sylvia Tilley and Stuart Wallace for their service over the past year. Good churchwardens make a massive difference to the health of a church community, and Sylvia and Stuart have been exemplary in their stewardship of St Mary's.

The Vicar then went on to pay special tribute to Sylvia, who was standing down after eight years in the role, saying she had been quite simply outstanding. Amongst her many qualities he picked out:

- a level of dedication to the role that goes way beyond what might be expected
- a deep knowledge of this church and real care for its people
- real wisdom
- a quiet and calm presence, whatever is happening
- a real twinkle in her eye and sense of humour

Along with Stuart, Sylvia helped guide the church through the Covid-19 pandemic with unprecedented closure of churches and the gradual re-opening for worship made all the more complex by the ever-changing regulations.

On a personal note, the Vicar thanked Sylvia for her kindness, care and support throughout her time as churchwarden.

There followed a huge round of applause.

Stuart Wallace said he had worked with a number of churchwardens and Sylvia was one of the best. The Vicar concurred.

**Annual Parochial Church Meeting  
Sunday 18<sup>th</sup> May 2025**

Present: 43 members of the congregation.

**1. Apologies for Absence**

Apologies for absence were received from: Durell Barnes, Hazel Barnes, Alan & Marion Brown, Rachel Chamberlain, Paul Moss, Glyn, Helen & Joshua Pullen, Mike & Yvonne Tooley, Andrew & Elayne Varley, Simon Witham, Nicki Wolfenden

**2. Minutes of the meeting held on 12<sup>th</sup> May 2024**

There were no amendments and the minutes from the meeting held 12<sup>th</sup> May 2024 were later signed as a correct record of the meeting.

**3. Election of 2 Members to the Horsham Deanery Synod to serve until 2026 due to casual vacancy**

No nominations had been received for the two casual vacancies for the position of Deanery Synod Lay Representative.

**4. Election of 6 Members to the Parochial Church Council; 4 to serve until 2028, 2 to serve until 2026**

Two nominations duly proposed and seconded had been received:  
Durell Barnes (proposed Tina Woodhead, seconded Sylvia Tilley)  
Tim Foulsham (proposed Beth Little, seconded Sandy Duck)

There were no other nominations and they were duly elected to serve on the Parochial Church Council.

The Vicar thanked the PCC for the level of thought, care and prayer they brought to the meetings. A round of applause was given in appreciation.

**5. Annual Review – incorporating Annual Reports to the APCM**

The Vicar drew attention to both the Annual Review Booklet showing all that is going on within St Mary's and the APCM Papers being the Trustees Annual Report, Financial Statements, Agenda and reports.

**i. The Electoral Roll**

The Vicar explained this had been the year where a new roll is formed, something that happens every six years. He thanked Tina Woodhead for the job she had done which was met with a round of applause.

Tina Woodhead thanked all the people who had helped ensure everyone had been made aware of the formation of a new roll. She also thanked those who helped by getting application forms filled out and returned. 132 had reapplied and there were 15 new applications, giving a total of 147. Of these 12 live outside the parish. The total is down this year from 183 last year.

The Vicar commented that a drop in numbers was normal at this stage.

**ii. Annual Report and Financial Statements of the Parochial Church Council**

Within the APCM papers was Sandy Duck's report highlighting the items which were important.

The Vicar thanked everyone for their generosity as it was surprisingly expensive to run a church.

Sandy added that if the interest on the investment account of £2,842 had arrived on time, the deficit would have only been £894. The delay was because of a reorganisation within the investment company with some work being outsourced.

Sandy also pointed out the forthcoming fundraising events of two quizzes and two concerts; the first concert with the Rock Choir being on 7<sup>th</sup> June.

Sandy's report was received.

The Vicar thanked Sandy for all her hard work. Reports throughout the year had been fine-tuned and there is now a greater degree of understanding. This was met with applause.

**iii. Report of the proceedings of Deanery Synod**

A report from Hazel Barnes and David Beal about the proceedings of the Deanery Synod had been published with the agenda and supporting papers. There was nothing to add and the report from Hazel and David was received.

**iv. Churchwardens' Report**

The Churchwardens' Report, put together by Sylvia Tilley and Stuart Wallace, had also been published with the agenda and supporting papers. There were no questions arising and the report was received.

**v. Safeguarding (Child Protection) Report**

The Vicar thanked Christina Arnold for all her work in this role. Durell Barnes had now taken over as Safeguarding Officer and he brings a lot of experience from his job. The Vicar noted that the importance of a safe environment is not just the responsibility of the Safeguarding Officer, though, but up to everyone.

**vi. Report of Transformation Project**

The Transformation Report from Tim Foulsham had also been published.

Tim explained that HDC have £900,000 or more of funding they wish to allocate. A lot of people are vying for this. To give HDC a chance of changing the building we need to break the project down into smaller elements each building on the last:

1. Install toilet and enclose vestry
2. Install automating doors
3. Install servery and remove pews from the side isles and choir
4. Taking out all the pews and lowering the platforms.

Tim invited questions from the floor. David Lowe asked for clarification of what "filling in" means.

The current thinking had been to take the side pews out and lower the platforms. This means excavation of the ground as there would need to be space to allow ventilation. The problem with this would be that people would be sat much lower than those in the centre pews. Alternatively, keeping the side isle platforms and infilling the side isle walkways with herringbone oak flooring would mean there was no drop or the need for excavation of the floor. This would also save £40,000.

Emma Fogg wondered about the possibility of a perspex false floor on the side isles over the tiles (like covering for mosaics).

Tim and the architect had had a meeting with Emma Arbuthnot (DAC) and Historic England. In their view the York Stone could not be covered.

The trouble with lowering the centre pews would be that the heating system would need replacing because of the pipes. Leading to a need to look to replace this with electric wall heaters.

The Quantity Surveyor had done a schedule of costs:

Install toilet, enclose vestry plus laying drain	£104,000
Doors	£92,000
Kitchenette	£40,000
Flooring	£112,000
Whole works including electrics and fire system	£512,000

Mark Richards asked if the alterations would affect the acoustics. This was not believed to be the case as hard floor surfaces of either wood or stone would remain. Plans to enclose the Lady Chapel were not being considered at the moment. The sound system would be controlled from an AV desk situated in a cabinet.

Mark went onto comment that CCTV needs to be monitored to be effective. It was noted that it was also a deterrent and we would be looking to open the church in daylight hours at least 5 days a week.

The question of finding bones under the floor would mean the bones would have to be interred somewhere else. An archaeologist would become involved only if artifacts were discovered.

A discussion of why the works were necessary arose. The building needs to be able to sustain itself and be financially secure. At the moment the furnishings are restrictive. It is hoped through the hire of the building it will be used more. Also, some spiritual life would be invoked in the visitors to the building as it remains a place of worship. It would also lead to greater accessibility for those with prams, pushchairs, walkers and wheelchairs. Visitors would not have to leave the building to use the toilets in St Mary's Room as they have to do at present. The church would be able to stay open for prayer and contemplation during the week.

Some practicalities were considered:

- The possibility of a caretaker for the church keys, church office opening hours expanding or involvement of more members of the congregation
- Impact on church services while work is being carried out, may have to use St Mary's Room
- Keep kneelers
- Pews would be replaced with moveable, stackable chairs

None of this would happen overnight and there would be a point in the faculty application process where comments would be invited.

There were no further questions and Tim's report was received.

The Vicar went on to say we need to show hospitality and the church needs to be a place of welcome. Once people are through the doors there is no knowing what God can do with us. He then summarised in prayer.

Jo Eames thanked Tim for all the massive work he had done which was followed by a round of applause.

**(1) Appointment of Independent Examiner (Auditor)**

The Vicar was grateful to the independent examiners Kreston Reeves for their huge support in running St Mary's finances. He was keen to reappoint Kreston Reeves as our independent examiner. The proposal to reappoint Kreston Reeves was unanimously agreed.

**(2) Matters arising from the meeting held on 21<sup>st</sup> May 2023 (not already covered)**

There were no matters arising.

**(3) Any Other Business**

Before the Vicar made his comments, Sharon Ashborn expressed thanks for David and Mary Beal and all they do showing both kindness and steadfastness. An appreciative round of applause followed.

The Vicar drew attention to the two documents issued for the meetings. They made good reading and gave something of the flavour of our life together as the people of St Mary's. It is a snapshot only, just scratching the surface of what has taken place. Some of the most important things that happened do not feature in these pages because God has a way of working in ways that are sometimes unseen.

The Annual Reports deal with the more institutional life of the church: how we work collaboratively to try and advance the kingdom of God in this place. It covers finance, administration and organisation. Alongside all this activity there are countless encounters with God: answers to prayer, encouragements, moments of a deep sense of the Lord's presence and being caught up in wonder as we worship together.

During Lent PCC members had bravely stood up and given their testimony. The Vicar would like to widen the net to include all members of the church, not just the PCC. He then asked if anyone had a story of God at work in their life that they would like to share to get in touch.

One standout memory for the Vicar this last year was the 24 hours of prayer that was held. He thanked those who shared what the Lord had said in that time. This has formed the basis for a plan that the PCC put together to develop our life together.

The Vicar thanked each and everyone for their company on the journey of faith over the last year. The story of St Mary's is only made possible because of you. God chooses to do his work in the world through ordinary human beings and this is the story of God's outworking of that plan.

The Vicar then urged everyone to continue to pray for our life together as God's people in this place. Also, for any prompts about something new that He is calling you to. All that we do is founded on prayer.

The Vicar then thanked everyone again for what they do. He then concluded with a

blessing.

**(4) Closing Prayers**

The meeting closed at 12:26pm with the Vicar leading everyone in the Grace.

Signed.....Vicar

Date.....

**The Parochial Church Council of the Ecclesiastical  
Parish of St Mary's, Billingshurst,  
In the Diocese of Chichester.**

**TRUSTEES ANNUAL REPORT**

**FINANCIAL STATEMENTS for 2025**

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<i>Address:</i>	St Mary's Church, East Street, Billingshurst, West Sussex, RH14 9PY
<i>Incumbent:</i>	The Revd. David Beal
<i>Independent Examiner:</i>	James Peach Kreston Reeves LLP Springfield House Springfield Road Horsham West Sussex, RH12 2RG
<i>Bankers:</i>	Santander UK plc Customer Service Centre Bootle, Merseyside L30 4GB

## **Our Aims and Purposes**

St Mary's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend David Beal, in promoting the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. The PCC is also responsible for maintenance of the Church Centre Complex of St Mary's Billingshurst.

## **Our Vision**

We are a community of people who want to worship God and share in Jesus' love and message of hope. The vision of St Mary's is to be a vibrant, diverse, and prayerful community where lives are transformed, and the light of God's truth shines bright.

We seek to achieve this by being prayerful, united and truthful.

- Prayer is the core foundation of the church as it strengthens and unifies our relationship with God and with each other.
- We are welcoming and respond without judgement to all people in obedience to Jesus' command to love one another we reach out in love to everyone and seek unity.
- Jesus is God's truth, and we aim to live our lives in the light of that truth. We will proclaim it. unashamedly, seeking to share God's love in our community.

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at St Mary's and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions about how our services involve the many groups that live within our growing parish. Our services and worship put faith into practice through prayer and scripture, music, and sacrament.

When planning the year's activities, the incumbent and the PCC bear in mind the Charity Commission's guidance on public benefit and the specific guidance on charities for the advancement of religion. We seek to enable people resident in Billingshurst to live their faith as part of our parish community through:

- Worship and prayer, learning about the Gospel and developing their knowledge of and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.
- Youth and children's work.

To facilitate this work, it is important that we maintain the fabric of our historic Church, which stands at the centre of our community as it has done for the best part of one thousand years. The Church Centre Complex plays an important part in providing facilities for parish activities and its ongoing maintenance is a priority. Volunteers play an important role here and in the upkeep of the graveyard, which is a beautiful and tranquil open space at the heart of the village and an important thoroughfare.

## **Achievements and Performance**

### *Worship and Prayer*

The PCC is keen to offer a range of services during the week and over the course of the year that our community finds both beneficial and spiritually fulfilling.

During the year our main worship provision on Sundays has continued to be dynamic and vibrant. Our regular Sunday services are as follows:

- 9.30 am All Age Worship.
- 11.00 am Parish Communion.

These services, led by our incumbent, or, prior to her temporary re-location to ministry in Camber, his associate the Reverend Yvonne Adam, assisting when visiting only on her breaks, involve members of the congregation in different ways. Music plays an important role in all services, and both congregations are enthusiastic participants.

A small team plan the services and lead us in both music and worship: Nick Wolfenden, Jo Eames, Karen Quigley, Gary Moore and Bethany Milton. Whilst ensuring that services are varied in content and pace, they are characterised by the distinctive sound born out of lyrical singing combined with soulful oboe playing accompanied by keyboard, guitar and drums. The third service of the month increasingly involves children in the music making, deliberately singing songs they are familiar with from school and encouraging enthusiastic marching and procession round the church. The continued growth of this service has been helped by the development of the Sunday School on the second and fourth Sundays of the month, delivered by Beth Little, our Family and Children's Worker. The services are not only attended by families with children, but also young people and adults whose preference is for an informal service, but one which includes thoughtful reflection for grownups as well as children.

The 11.00 Parish Communion is a little more formal, including a robed choir and servers, but the atmosphere is lively and the congregation is welcoming and engaged. Members of the congregation read lessons, lead highly reflective prayers of intercession, and assist with the Eucharist. For some, the sharing of the Peace once more involves the shaking of hands but continuing alongside this with the focused waving and quiet greeting which became our norm during Covid, allows for more people to connect and enhances the sense of community.

The choir continues to perform with confidence under the leadership of Susie Duffy, and the congregation continues to sing with gusto as a result. Our organist, Michael Peters, not only leads us in our hymn singing, but also inspires us with the thoughtful and very lively organ voluntaries which accompany us as the service ends.

The two congregations come together on the first Sunday of the month in a joint service at 10.00 am, emphasising that we are one parish community. Our youngest members are under five and our oldest over a hundred years old. Our youngest parishioners become familiar with hymns and sermons and our oldest come to appreciate bass guitar and drums as they sing and enjoy flag waving as children march round the church.

Over the year, attendance at these services consolidated and grew. All are welcome to attend our regular services. At present there are 147 parishioners on the Church Electoral Roll (183 in 2024), 12 of whom are not resident within the parish. We lost 4 much loved parishioners from the Roll when they sadly died (6 in 2024). This Year we scrapped the Roll and started again, when 132 reapplied to be on the Roll and 15 were new to the Roll. The average weekly attendance counted during October was 99 (103 in 2024).

Evensong is sung at 6.30 pm on the first Sunday of the month and a small but growing congregation enjoys the sense of history inspired by the language of Book of Common Prayer and the beautiful responses and anthem sung by our accomplished choir who assist parishioners in mastering the mysteries of psalmody.

During the week, the church continues to provide opportunities for reflection, prayer and worship for the community. Morning Prayer takes place at 9.00 am from Monday to Friday and provides an opportunity for parishioners to use the Church's common worship, follow the lectionary and reflect on the full and true implications of our parish prayer, the St Mary's Prayer:

**Sovereign Lord**

**Teach us, the family of St. Mary's to listen to your voice**

**Make us ready to do your will**

**Awaken in us a love for you**

**Renew us with your Holy Spirit so that**

**Your joy may be seen in us, as we**

**Share your vision, proclaim your love, and change this world**

**In the name of Jesus Christ. Amen**

On Thursdays at 11.00 am we provide reflective, prayerful service for those who cannot attend on Sundays. These occasions provide an opportunity for tranquil spiritual reflection which has often proved highly valuable to those in need of solace. Prayers for the church and community are held in church every Saturday morning at 9.00 am.

Two new initiatives began in 2025 as part of the Mission Action Plan arising from the prayer vigil held in June 2024 and followed up by a PCC awayday in September.

**Silent Prayer** – This arose out of the suggestion that we make space for a more contemplative approach to prayer. Usually held on the first Friday of each month at 7:30pm, this is quite literally 55 minutes of silence, with brief introductory prayers at the start, and some equally brief closing prayers at the end. Numbers have been quite small, but this is much appreciated by those who do come.

**Healing ministry** – Over a period of a year, we ran two training groups using Acorn Christian Healing's course "Growing a Healing Ministry". This provided us with a large enough team to offer regular prayer for healing in our church services. We launched this ministry with a healing service on Sunday 19<sup>th</sup> October, and since then we have been able to offer prayer for healing at both our morning services twice a month – usually on the second and fourth Sunday of each month. This is already proving to be a really valuable part of our church ministry.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. At services of baptism, we thank God for the gift of life. In reading the banns the congregation joins in praying for those about to embark upon marriage where public vows are exchanged with God's blessing. Funeral services allow friends and family to express their grief and for the community to support them and join in giving thanks for the life which is now complete in this world and to commend the person into God's keeping.

We regularly provide opportunities for worship at Osmund Court and Derwent Lodge for elderly residents who are unable to attend services at church.

Toddler Church, in the third year since we re-introduced it in 2022, remains a popular event for young families. Meeting each Wednesday morning during term time, growing numbers of toddlers attend with their parents or carer, and this can lead to people coming to services.

The Sanctuary meetings led by Sharon Ashborn and Lucia Manika continue bi-weekly on Thursday evenings at 7.30 pm. They provide a quiet, safe place for women to connect with God, with other women and with themselves—a place where positive transformation can happen through the study of God's word and the mindfulness of prayer.

Small groups continue to thrive. People gather to learn to love God and build, strengthen and deepen their faith through prayer, Bible study and other spiritual disciplines. Small Groups are safe places where we build, strengthen, and deepen our faith.

### ***Special Events***

The church year is constantly punctuated by special events. Congregations especially mark some. At the beginning of the calendar year began with the ecumenical service held at St Mary's to mark the Week of Christian Unity [or 'at the beginning of the calendar year St Mary's participated in the ecumenical service to mark the Week of Christian Unity, prefacing a year of co-operation and working together on the part of all the parish churches.

We have continued to celebrate Easter services with a sunrise service on Easter Day, a moving and unifying experience for those able to attend, fueled by breakfast provided in St Mary's Room.

We use the traditional Harvest Service as an opportunity to donate a large contribution to the village food bank as well as to reflect on our own great good fortune.

We regularly draw the attention of the entire church community to our stewardship campaign in prayerful consideration of what the church can provide for the community and how parishioners can help support its activities and outreach. We are pleased to note that, as a result of prayerful giving, we were again able to commit to paying more than 100% of our parish share to the diocese.

The annual Remembrance Day service, coordinated by the Royal British Legion and involving all the Scout and Guide groups along with Parish Councillors in Billingshurst, provided its usual well attended focus for the village. Scores of people gathered in the graveyard to join in time for the moment of remembrance and recognition, symbolised by the gathering of uniformed groups around the village memorial to those who gave their lives in the two world wars. The reading of the names of the fallen and the playing of the Last Post and Reveille were very moving.

Advent was once again marked by the illumination of the star which would shine on the church steeple every night until Epiphany. At Christmas the village comes together as several churches and other community groups coalesced to produce a third glorious Billingshurst Nativity Procession. Now an established village event attracting many hundreds of people from neighbouring villages its climax is a beautiful tableau, prayers and uplifting singing in St Mary's. In addition to fully costumed traditional characters and live and animated animals, music and dancing featured and the church was flooded with light through the stained-glass windows allowing many unfamiliar with it to appreciate the beauty of the church interior.

Christmas services provided a variety of approaches to different aspects of the celebrations of the season, including the informality and merriment of the Christingle service, and the solemn and thoughtful but joyful communion services at midnight and in the morning on Christmas Day.

### ***Deanery Synod***

Two members of the PCC sit on the deanery synod. This provides the PCC with an important link between the parish and wider structures of the church.

### ***The Church Centre Complex***

We continue to plan and pray for the transformation of the church which will allow us to bring more church activities into our heritage building. A recent legacy should help instigate some of the plans developed over many years and led by the incumbent and PCC member Tim Foulsham. Permanent opening is not possible because of the existence of valuable artefacts, being able to make the church more widely available as the transformation project develops. A rota of parishioners continues to allow us to open the church on two days a week. We look forward to the time when we shall be able to hold more community events in a reconfigured church with more activity and performance space and appropriate toilet and catering facilities. In the meantime, we have begun to hold some cultural events in the church as it stands, including two highly successful concerts in June and October (the latter as part of the prestigious Shipley Arts Festival) which drew in people from all over the village. Two quiz evenings were held in July and November. St Mary's Room continues to provide a stalwart venue for multifarious activities for the community, mostly the parish. The congregations meet socially there between weekly services, except on the first Sunday of the month when the lingering and socialising takes place in the church itself.

### ***Mission, Evangelism and Outreach***

Membership of the PCC remains stable after the welcome arrival of new members with new skills last year. Members continue to aim to implement the plans outlined last year in the four key areas of activity for the church: transformation, outreach, worship and prayer. We continue to promote many activities for the community, some of which are purely social, and attendance indicates how much these are appreciated. These include coffee mornings, especially popular on Saturdays, Lent lunches and friendly lunches on certain Sundays for people who might otherwise eat alone. There are also regular Wednesday morning meetings providing social and learning opportunities largely (but not exclusively) for retired members of the community and a small but devoted band regularly meet for table tennis.

There are numerous activities for youngsters organized by our Children and Family Worker in addition to our weekly Toddler Church where Children 0-5 are welcome with their grown-ups for stories, songs, and snacks. There are weekly Baby Zone meetings (where Toddler Swap Shop has proved especially popular) and the four.

Billingshurst churches welcome families to monthly Messy Church at the Community Hub—fun, games, crafts, singing and stories for all to enjoy with a sit-down meal for the children and their grown up.

We are pleased to play our part in “Churches Together in Billingshurst” with two trustees representing St Mary’s working with the other church families in the village to oversee our ecumenical activities, including the annual joint service for the Week of Christian Unity in January. Coffee mornings, Messy Church, Street Pastors and the Nativity were examples of joint activities last year and we look forward to further growth in 2026. St Mary’s and the other churches are all represented at the Billingshurst Show, the new Weald School Fair and the Christmas Fayre, which are significant and well attended village occasions where we can be a visible part of the community, building connections with other organisations and with members of the community.

We regularly visit the primary school to deliver assemblies alongside our colleagues in the other churches. The children come to St Mary’s for Easter and Christmas services, and we celebrate the Harvest festival with them in school. We are also regularly involved in faith debates at the Weald School.

### **Financial Review**

Total receipts for unrestricted funds were £184,928, of which £143,711 were voluntary donations and a further £19,740 from Gift Aid.

The planned giving through the PGS (Parish Giving Scheme) - £52,557, an increase of 8.2%.

The planned giving through envelopes and standing orders - £32,333 a decrease of 2%

Total unrestricted Income, including tax recovered, increased by 44.1%.

We were blessed with 2 legacies in the sum of £51,416 and £500 donated with no restrictions on their use, this together with our 4 fund raising events (2 concerts and 2 quiz evenings ) plus our annual Generous giving Sunday held in the autumn are reflected in the above and we thank everyone for their support and generosity.

Restricted income in relation to donations amounted to £5,311 detailed in the Financial Statement.

£138,543 was spent from unrestricted funds to provide the Christian ministry from St Mary's Church, including the contribution of £84,703 to the diocesan parish share, to fund clergy stipends, National Insurance and pension, clergy housing, training for clergy, ordinands and lay people, support services for parishes such as safeguarding services, buildings advice and much more.

The sum churches must fund in the deanery are shared between the churches according to a formula that is based on a head count of the congregations. St Mary’s provided 104% of their Parish Share in 2025 to help support those parishes who are financially less fortunate.

The net result for the year was a surplus of £46,385 over payments on unrestricted funds prior to any transfers. Adding bank balances brought forward at the beginning of the year, and transfers between funds the total unrestricted funds carried forward on 31<sup>st</sup> December 2025 amounted to £348,410.

### **Restricted Funds**

The net result for the year was an excess of payments over receipts £7,120.

The total restricted funds carried forward on 31<sup>st</sup> December 2024 were £71,072.

### **Reserves Strategy**

It is the PCC policy to maintain a balance on the general unrestricted funds (excluding property) which equates to approximately six months' worth of unrestricted payments as contingency against unforeseen situations.

This was not achieved in 2025; despite continuing to maintain good control of expenditure in these challenging times and an increase in our income over the previous year, the balance did not increase to the level anticipated.

Our annual Generous Giving Sunday took place in late September which focused on the importance of reviewing regular giving and Legacies and was positively received, and as previously mentioned in this report, this together with three fundraising events (two music concerts and one quiz) helped place us in a better financial position at the end of 2025. More fund-raising events are planned for 2026.

It is PCC policy to invest fund balances with the CBF Church of England deposit fund.

### **Volunteers**

We would like to thank our numerous volunteers together with our Church Wardens Sylvia Tilley, Stuart Wallace, and Tony Duffy, for their tireless work on our behalf, with special thanks to Sylvia Tilley who stepped down at the APCM in May after many years of dedicated service, welcoming Tony Duffy as her replacement.

Amongst the most important volunteers are those who work largely behind the scenes but whose contribution is essential to ensuring that St Mary's is a pleasant and welcoming place to be, especially those who clean and maintain the building, arrange flowers to decorate the church, ensure the upkeep of the grounds and maintain with complete imperturbability a ceaseless flow of refreshments at regular informal meetings and high profile events.

We also thank the members of our PCC lead by Reverend David Beal, for their valuable contribution to our ministry and ensure our church is a warm, welcoming, and vibrant space for all our Billingshurst community.

### **Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (our vicar), church wardens and members of the congregation who are on the electoral roll of the church. All those who attend our services who are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the Church funds are used.

New PCC members receive initial training, which includes safeguarding and their responsibilities as Trustees.

The full PCC met eight times during the year with an average attendance of 85%. Given its wide responsibilities the PCC has several committees each supporting a particular aspect of parish life.

These committees, which include worship, mission and outreach, fabric (transformation) and finance, are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC.

### **Safeguarding**

Safeguarding is now a standing item on the PCC agendas and no safeguarding issues or incidents occurred during 2025.

**Administration Information**

St Mary's Church is situated on East Street, Billingshurst. It is part of the Diocese of Chichester within the Church of England. All correspondence should be addressed to:  
St Mary's Church Office, East Street, Billingshurst, RH14 9PY.

The Parochial Church Council (PCC) is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2020) and is registered with the Charities Commission within the meaning as required by the Charities Act 2011.

The PCC is a charity registered with the Charity Commission (No 1132788).

**PCC members who have served during 2025**

*Incumbent:* The Reverend David Beal

*Churchwardens:*

Stuart Wallace (elected April 2018)  
Tony Duffy (elected May 2025)

*Deanery Synod:*

Hazel Barnes (elected May 2023)  
Sandy Duck (elected May 2023)

Treasurer

***Elected Members:***

*Retired 2025:*

Tony Warren (elected April 2019, re-elected May 2022)

*Retiring 2026:*

Paul Moss (elected April 2020, re-elected May 2023)  
Jonathan Little (elected May 2024)

*Retiring 2027:*

Christina Arnold (elected May 2021, re-elected May 2024)  
Elizabeth Connor (elected May 2024)  
Simon Witham (elected May 2021, re-elected May 2024)

Vice Chairman

*Retiring 2028:*

Durell Barnes (elected May 2022- re-elected May 2025)  
Tim Foulsham (elected May 2022 – re-elected May 2025)

Co-opted Member

Tina Woodhead (Appointed May 2025)

Approved by the PCC on 18 March 2026 and signed on its behalf by the



Reverend David Beal (PCC Chairman)

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY'S

## INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2025

### Independent examiner's report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of St Mary's ('the charity')

We report to the charity Trustees on our examination of the accounts of the charity for the year ended 31 December 2025.

#### Responsibilities and basis of report

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

We report in respect of our examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out our examination we have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

We have completed our examination. We confirm that no matters have come to our attention in connection with the examination giving us 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 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

We 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.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for our work or for this report.

Signed: *James Peach*

Dated: 24.03.2026

James Peach FCA

Kreston Reeves LLP  
Springfield House  
Springfield Road  
Horsham  
West Sussex  
RH12 2RG

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY'S

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2025

	Note	Unrestricted funds 2025 £	Restricted funds 2025 £	Endowment funds 2025 £	Total funds 2025 £	Total funds 2024 £
<b>Income and endowments from:</b>						
Donations and legacies	2	163,451	5,311	-	168,762	125,157
Charitable activities	3	5,794	-	-	5,794	8,206
Fundraising events	4	3,039	-	-	3,039	3,179
Investments	5	12,644	-	-	12,644	8,711
<b>Total income and endowments</b>		<b>184,928</b>	<b>5,311</b>	<b>-</b>	<b>190,239</b>	<b>145,253</b>
<b>Expenditure on:</b>						
Raising funds	6	472	-	-	472	1,038
Charitable activities	7	138,071	12,431	-	150,502	140,748
<b>Total expenditure</b>		<b>138,543</b>	<b>12,431</b>	<b>-</b>	<b>150,974</b>	<b>141,786</b>
<b>Net income/ (expenditure) before net gains on investments</b>		<b>46,385</b>	<b>(7,120)</b>	<b>-</b>	<b>39,265</b>	<b>3,467</b>
Net gains on investments		-	-	-	-	219
<b>Net movement in funds</b>		<b>46,385</b>	<b>(7,120)</b>	<b>-</b>	<b>39,265</b>	<b>3,686</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward		302,025	78,192	10,301	390,518	386,832
Net movement in funds		46,385	(7,120)	-	39,265	3,686
<b>Total funds carried forward</b>		<b>348,410</b>	<b>71,072</b>	<b>10,301</b>	<b>429,783</b>	<b>390,518</b>

The Statement of financial activities includes all gains and losses recognised in the year.

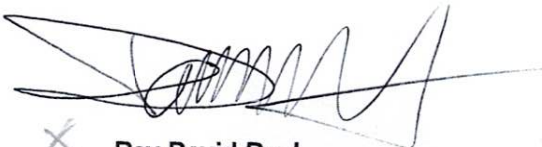
The notes on pages 12 to 25 form part of these financial statements.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY'S

**BALANCE SHEET  
AS AT 31 DECEMBER 2025**

	Note	2025 £	2024 £
<b>Fixed assets</b>			
Tangible assets	10	125,134	126,192
Investments	11	10,301	10,301
		<u>135,435</u>	<u>136,493</u>
<b>Current assets</b>			
Debtors	12	5,391	4,866
Cash at bank and in hand		291,658	251,908
		<u>297,049</u>	<u>256,774</u>
Creditors: amounts falling due within one year	13	(2,703)	(2,749)
		<u>294,346</u>	<u>254,025</u>
<b>Net current assets</b>		<u>294,346</u>	<u>254,025</u>
<b>Total assets less current liabilities</b>		<u>429,781</u>	<u>390,518</u>
<b>Total net assets</b>		<u>429,781</u>	<u>390,518</u>
<b>Charity funds</b>			
Endowment funds	14	10,301	10,301
Restricted funds	14	71,072	78,192
Unrestricted funds	14	348,408	302,025
<b>Total funds</b>		<u>429,781</u>	<u>390,518</u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



X **Rev David Beal**

Date: 18 March 2026

The notes on pages 12 to 25 form part of these financial statements.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY'S

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025

### 1. Accounting policies

#### 1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Parochial Church Council of the Ecclesiastical Parish of St Mary's meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

#### 1.2 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

#### 1.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2025**

**1. Accounting policies (continued)**

**1.4 Tangible fixed assets and depreciation (continued)**

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

Freehold property	- 50 years straight line
Office equipment	- 5 years straight line

**1.5 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the statement of financial activities.

**1.6 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.7 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.8 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

**1.9 Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2025

1. Accounting policies (continued)

1.10 Pensions

The charity participates in the Pension Builder Scheme section of CWPF for lay staff. CWPF is administered by the Church of England Pensions Board, which holds the CWPF assets separately from those of the Employer and other participating employers.

CWPF has two sections:

1. the Defined Benefits Scheme
2. the Pension Builder Scheme, which has two subsections;
  - a. a deferred annuity section known as Pension Builder Classic, and,
  - b. a cash balance section known as Pension Builder 2014.

**Pension Builder Scheme**

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

**Pension Builder Classic** provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

**Pension Builder 2014** is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are the contributions payable (2025: £443, 2024: £316).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2022.

For the Pension Builder Classic section, the valuation revealed a surplus of £34.8m on the ongoing assumptions used. At the most recent annual review effective 1 January 2026, the Board chose to grant a discretionary bonus of 10% to both pensions not yet in payment and pensions in payment in respect of service prior to April 1997; and a bonus on pensions in payment in respect of post April 1997 service so that the pension increase was also 10% (where usually it would be calculated based on inflation up to an annual cap of 5% for pensions in payment in respect of service prior to April 2006 and 2.5% for pensions in payment in respect of service post April 2006). This followed improvements in the funding position over 2025. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £8.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The Church of England Pensions Board has agreed that some employers could use assets in the DBS of the CWPF in lieu of contributions to Pension Builder Classic and/or Pension Builder 2014. You will see this information on your DBS statement which will be sent separately.

The next valuation is being carried out as at 31 December 2025.

The legal structure of the scheme is such that if another employer fails, the charity could become

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY'S**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2025**

**1. Accounting policies (continued)**

**1.10 Pensions (continued)**

responsible for paying a share of the failed employer's pension liabilities.

**1.11 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Endowment funds are funds which are held on a permanent basis by the charity.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**2. Income from donations and legacies**

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Planned giving	83,116	90	83,206	78,940
Collections at all services	3,684	-	3,684	3,662
Sundry donations and appeals	1,090	2,967	4,057	15,231
Reordering	-	1,369	1,369	852
Income tax recoverable	21,888	885	22,773	20,873
Grants (charity giving)	1,757	-	1,757	4,549
Bequests and legacies	51,916	-	51,916	1,050
	<u>163,451</u>	<u>5,311</u>	<u>168,762</u>	<u>125,157</u>
Total 2024	<u>108,308</u>	<u>16,849</u>	<u>125,157</u>	

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY'S**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2025**

**3. Income from charitable activities**

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Church hall lettings etc.	3,149	-	3,149	3,396
Fees from weddings etc.	1,399	-	1,399	3,536
Miscellaneous income	1,246	-	1,246	1,274
	<u>5,794</u>	<u>-</u>	<u>5,794</u>	<u>8,206</u>
Total 2024	<u>8,179</u>	<u>27</u>	<u>8,206</u>	

**4. Income from fundraising events**

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Fetes, bazaars and other fundraising activities	3,039	3,039	3,179
	<u>3,039</u>	<u>3,039</u>	<u>3,179</u>
Total 2024	<u>3,179</u>	<u>3,179</u>	

**5. Investment income**

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Dividends and Interest	12,644	12,644	8,711
	<u>12,644</u>	<u>12,644</u>	<u>8,711</u>
Total 2024	<u>8,711</u>	<u>8,711</u>	

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY'S

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2025

6. Expenditure on raising funds

Fundraising trading expenses

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Other events	472	472	1,038
Total 2024	1,038	1,038	

7. Expenditure on Charitable activities

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
<b>Charitable activities</b>				
Secular charities	2,182	-	2,182	4,773
Diocesan parish contribution	84,703	-	84,703	83,074
Church running expenses	20,942	8,056	28,998	20,293
Church maintenance	4,292	-	4,292	7,192
Publicity	1,796	-	1,796	1,749
Youth and children expenses	(90)	4,375	4,285	8,269
Depreciation	688	-	688	838
Organist/choir costs	3,330	-	3,330	3,600
Church administration costs	18,248	-	18,248	9,091
Independent examiner's fee	1,980	-	1,980	1,869
	138,071	12,431	150,502	140,748
Total 2024	131,077	9,671	140,748	

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY'S

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2025

8. Staff costs

	2025 £	2024 £
Wages and Salaries	22,873	17,830

The average number of persons employed by the charity during the year was as follows:

	2025 No.	2024 No.
Average number of employees	4	4

No employee received remuneration amounting to more than £60,000 in either year.

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2024 - £NIL).

During the year ended 31 December 2025, no Trustee expenses have been incurred (2024 - £NIL).

10. Tangible fixed assets

	Freehold property £	Office equipment £	Total £
<b>Cost or valuation</b>			
At 1 January 2025	137,514	2,145	139,659
Disposals	-	(745)	(745)
At 31 December 2025	137,514	1,400	138,914
<b>Depreciation</b>			
At 1 January 2025	11,692	1,775	13,467
Charge for the year	688	-	688
On disposals	-	(375)	(375)
At 31 December 2025	12,380	1,400	13,780
<b>Net book value</b>			
At 31 December 2025	125,134	-	125,134
At 31 December 2024	125,822	370	126,192

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY'S

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2025

11. Fixed asset investments

	Listed investments £
<b>Cost or valuation</b>	
At 1 January 2025	10,301
At 31 December 2025	<u>10,301</u>
<b>Net book value</b>	
At 31 December 2025	<u>10,301</u>
At 31 December 2024	<u>10,301</u>

12. Debtors

	2025 £	2024 £
<b>Due within one year</b>		
Other debtors	2,097	2,775
Accrued income	3,294	2,091
	<u>5,391</u>	<u>4,866</u>

13. Creditors: Amounts falling due within one year

	2025 £	2024 £
Trade creditors	723	889
Accruals and deferred income	1,980	1,860
	<u>2,703</u>	<u>2,749</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST MARY'S**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2025**

**14. Statement of funds**

**Statement of funds - current year**

	Balance at 1 January 2025 £	Income £	Expenditure £	Balance at 31 December 2025 £
<b>Unrestricted funds</b>				
<b>Designated funds</b>				
Contingency	7,357	500	(1,963)	5,894
Vicarage decoration	503	-	-	503
Vicar's contingency	642	-	-	642
Fabric	2,546	-	(639)	1,907
Flower	24	-	-	24
Organ	2,074	-	-	2,074
Property	127,198	-	-	127,198
Social committee	186	-	-	186
Social club sale*	218,069	-	-	218,069
	<u>358,599</u>	<u>500</u>	<u>(2,602)</u>	<u>356,497</u>
<b>General funds</b>				
General Funds	(56,574)	184,427	(135,942)	(8,089)
<b>Total Unrestricted funds</b>	<u>302,025</u>	<u>184,927</u>	<u>(138,544)</u>	<u>348,408</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST MARY'S**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2025**

**14. Statement of funds (continued)**

**Endowment funds**

St Mary's Endowment	10,301	-	-	10,301

**Restricted funds**

Choir	498	-	-	498
Churchyard	538	-	(213)	325
Vicarage decoration	1,300	50	-	1,350
Flower	130	650	(364)	416
Organ	1,246	-	-	1,246
Social Committee	90	-	-	90
Church reordering	67,378	2,116	(7,479)	62,015
St Mary's endowments	2,557	-	-	2,557
Youth and children	3,617	2,388	(4,165)	1,840
Children and families	415	107	(210)	312
St Mary's Room Fund	423	-	-	423

	78,192	5,311	(12,431)	71,072
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**Total of funds**

	390,518	190,238	(150,975)	429,781
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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST MARY'S**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2025**

**14. Statement of funds (continued)**

**Statement of funds - prior year**

	Balance at 1 January 2024 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2024 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Contingency	7,113	758	(514)	-	7,357
Vicarage decoration	503	-	-	-	503
Vicar's contingency	642	-	-	-	642
Fabric	7,853	200	(5,507)	-	2,546
Flower	24	-	-	-	24
Organ	2,074	-	-	-	2,074
Property	127,198	-	-	-	127,198
Social committee	186	-	-	-	186
Social club sale*	218,069	-	-	-	218,069
	<u>363,662</u>	<u>958</u>	<u>(6,021)</u>	<u>-</u>	<u>358,599</u>
<b>General funds</b>					
General Funds	(57,899)	127,419	(126,094)	-	(56,574)
<b>Total Unrestricted funds</b>	<u>305,763</u>	<u>128,377</u>	<u>(132,115)</u>	<u>-</u>	<u>302,025</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST MARY'S**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2025**

**14. Statement of funds (continued)**

**Endowment funds**

St Mary's Endowment	10,082	-	-	219	10,301
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**Restricted funds**

Choir	498	-	-	-	498
Churchyard	738	-	(200)	-	538
Vicarage decoration	1,300	-	-	-	1,300
Flower	46	648	(564)	-	130
Organ	1,246	-	-	-	1,246
Social Committee	90	-	-	-	90
Church reordering	55,166	12,662	(450)	-	67,378
St Mary's endowments	2,557	-	-	-	2,557
Youth and children	8,443	2,831	(7,657)	-	3,617
Children and families	903	35	(523)	-	415
St Mary's Room Fund	-	700	(277)	-	423
	70,987	16,876	(9,671)	-	78,192

**Total of funds**

	386,832	145,253	(141,786)	219	390,518
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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST MARY'S**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2025**

**14. Statement of funds (continued)**

**Restricted Fund details**

- Choir - For the use of the choir for replacement vestments, consumable items and other such purchases.
- Churchyard - Used to maintain the churchyard and fund any work required.
- Vicarage decoration - For the general upkeep and decoration of the vicarage.
- Flower - For the purpose of flowers for use in services.
- Organ - For the maintenance and upkeep of the organ.
- Social committee - For the use of the social committee in organising social events etc.
- Church reordering - For the use in church reordering and transformation including essential repair work.
- St Mary's endowments - These funds are held by the Diocese
- Youth and Children - Donations have been received to aid youth groups within the church and also a 'youth' worker, who will have a broader area of responsibility than just youth.
- Children and families - Donations have been received to aid our Children and Family Worker with their work with both Toddler Church and Sunday School and a broader area of responsibility in support of young families.
- St Mary's Room Fund - Donations were received to support improvements, alterations, many years ago when it underwent an extension, and will be used in the future for any further improvements needed.

**Designated fund details**

These are funds allocated out of the unrestricted fund for specific future purposes or projects.

\*The use of the Social Club sale fund is limited by the following covenants allowing the proceeds to be used only in respect of:

- Billingshurst Institute
- A site for church or chapel (must be Church of England)
- Carrying out divine services
- A house for clergy
- A house for clerical etc. meetings
- A garden for use by any of the above
- Any other use that has a spiritual dimension etc connected with the Church of England

**Endowment fund details**

These are historical endowments held by the Church of England on behalf of the church.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY'S**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2025**

**15. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	Unrestricted funds 2025 £	Restricted funds 2025 £	Endowment funds 2025 £	Total funds 2025 £
Tangible fixed assets	125,134	-	-	125,134
Fixed asset investments	-	-	10,301	10,301
Current assets	225,977	71,072	-	297,049
Creditors due within one year	(2,703)	-	-	(2,703)
<b>Total</b>	<b>348,408</b>	<b>71,072</b>	<b>10,301</b>	<b>429,781</b>

**Analysis of net assets between funds - prior year**

	Unrestricted funds 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total funds 2024 £
Tangible fixed assets	126,192	-	-	126,192
Fixed asset investments	-	-	10,301	10,301
Current assets	178,582	78,192	-	256,774
Creditors due within one year	(2,749)	-	-	(2,749)
<b>Total</b>	<b>302,025</b>	<b>78,192</b>	<b>10,301</b>	<b>390,518</b>

**16. Related party transactions**

The charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the charity at 31 December 2025.

## Treasurer's Report 2025

16<sup>th</sup> April 2026

The Financial Statements of Parochial Church Council of St Mary's Billingshurst for the year ended 31<sup>st</sup> December 2024 have been prepared by Kreston Reeves and inspected and approved as our Independent Examiner.

The detailed Trustees Annual Report and Accounts can be found within the APCM Annual Review.

### Income:

Our total unrestricted income for 2025 of £184,928 increased over 2024 of £56,551 (5.5%)

- Voluntary donations: £ 91,795
- Gift Aid: £ 19,740
- Bequests & Legacies: £ 51,916
  
- Interest on our investment account: £ 12,644
- Fees (Weddings & Funerals) £ 1,399
- St. Mary's Room Hire £ 3,149
- Fund Raising: (Quiz & Concerts) £ 3,039
- Miscellaneous Income: £ 1,246
  - Sunday Teas & Coffees - Saturday Coffee & Chats:
  - Recycle of Ink Cartridges – Easy Fundraising (online Shopping)
- **Total:** **£184,928**

Thank you to everyone who gave generously during 2025, which increased our planned giving as follows: The Parish Giving Scheme increased by 8.2% to £52,557.

Giving by Envelopes & Standing Orders decreased by 2% to £32,977, which is to be expected as giving moves to the Parish Giving Scheme. Total unrestricted income, including gift aid tax recovered, increased by 44.1%.

Thank you also to those who Gift Aid their donations which is a valuable additional source of income.

We were blessed with 2 Legacies in the sums of £51,416 and £500 donated with no restrictions on their use together with our 4 fund-raising events (2 concerts and 2 quiz evenings) plus our Generous Giving Sunday held in the Autumn are reflected in the above and we thank everyone for their support and generosity.

### Expenditure:

Our total unrestricted expenditure for 2025 of £138,543 increased over 2024 by £6,428 (4.6%)

We were able to meet all financial commitments, including our Parish Share of £84,703 which included a proportional increase the PCC agreed in our Parish Contribution to help those churches who are less fortunate than ourselves.

Whilst annual running costs of the Church continue to increase year on year with general inflation, we pleased to report this has been kept under control with a slight increase of £1,864 from 2024 totaling £20,942. and maintenance costs, cleaning, staff costs, organists, plus our outreach work with Churches Together in Billingshurst, fees to the Diocese amounting to a further £25,952. Staff costs increased over 2024 due to agreed additional staff working hours and government introduction of employers National Insurance

- Parish Share £ 84,703
- Church running costs, including Insurance £ 20,942
- Maintenance £ 4,292
- Charity support £ 2,182
- Fund raising costs £ 472
- Additional Costs £ 25,952
  - Cleaning, Staff Costs, Organist, Outreach work with Churches Together in Billingshurst, Fees to Diocese and Independent examiners fee.
- **Total:** **£138,543**

I can therefore report that 2025 ended the year with a net surplus of £46,385 over payments on unrestricted funds. The PCC continues to look for both income opportunities and cost savings where appropriate.

### **Fund Raising:**

Our Concerts and Quizzes proved to be successful during 2025.

- 7<sup>th</sup> June – An afternoon concert with The Rock Choir
- 5<sup>th</sup> July Summer Quiz Evening
- 11<sup>h</sup> October – An afternoon of music with The Slinfold Concert Band
- 1<sup>st</sup> November - Autumn Quiz Evening

**Total funds raised were £3,079.**

Special thanks go to Sharon and her wonderful refreshment team who support our concerts with their fabulous food and the volunteers who look after our guests.

### **Looking to the future:**

#### **2026 Dates for your diary:**

- 25<sup>th</sup> April Afternoon concert with West Chiltonton Silver Band
- 30<sup>th</sup> May – Quiz evening
- September Quiz evening – date to be confirmed.
- 3<sup>rd</sup> October – Afternoon concert with Slinfold Concert Band.

As always please do not hesitate to contact me if you have any questions or have any fund raising ideas to share we can work together on.

Sandy Duck – Treasurer



# THANK YOU!

## TO THE PARISH OF

### Billingshurst

For your 2025 parish share contribution of

# £84,703

Your generosity, together with that of other parishes, funds ministry around the diocese.



DIOCESE OF  
CHICHESTER

KNOW LOVE FOLLOW JESUS

#### Average Parish Ministry Costs:

- Full-time Priest £81,445
- Associate Vicar £64,228
- House For Duty £27,038

## Churchwarden's Report

It has been a full and encouraging year in the life of our church, with much to give thanks for across the worship, the community life, and the stewardship of our buildings.

Our programme of social events continues to flourish. We were delighted to host two excellent concerts: the Rock Choir in the spring and the Slinfold Concert Orchestra in the autumn. Both were very well received and drew strong attendance from within the parish and beyond. Following this success, we intend for the orchestra concert to become an annual fixture, with the Rock Choir returning on a biennial basis. Our two parish quizzes were once again sold out and remain a popular and enjoyable means of bringing people together while raising valuable funds.

The major festivals were marked with well-attended and meaningful services. Our Easter celebrations included the now-established Sunrise Service in Jubilee Fields, followed by a joint 10:00am service, both of which were supported by good congregations. At Christmas, the Carol Service on Christmas Eve filled the church to capacity, undoubtedly helped by its timing and its place within a wider sequence of seasonal events, including the Walking Nativity. Now in its third year, the Walking Nativity saw around 1,000 people follow a new route across the community, despite challenging weather. Improvements to staging helped the event run smoothly and made it a memorable occasion for all involved.

Within the church buildings, a great deal has been achieved. Stuart has worked tirelessly in redecorating the church hall, kitchen, and lavatories, which has made a noticeable difference to the appearance and usability of these spaces. The former bookshop in St Mary's Room has been repurposed effectively as a chair store and cleaner's cupboard, helping us to make better use of available space.

Significant work has begun on the church spire, a major project that will continue into 2026. As is often the case with such undertakings, costs have risen due to unforeseen circumstances, and we will need to remain mindful of this as the project progresses. Looking ahead, we are exploring ideas such as the sale of commemorative shingles and a sponsored climb to help support fundraising efforts. In connection with this work, Stuart has also undertaken Health and Safety training for working at heights.

Routine maintenance and safety compliance have been carefully attended to. The boilers in both the church and hall, fire extinguishers, lightning conductor, and the tower fall-arrest system have all been inspected, tested, and passed as required, ensuring that our buildings remain safe and fit for purpose.

It is also encouraging to note an increase in church attendance over the year, alongside the welcome involvement of some of our younger members serving at joint services. These are positive signs for the future life of the parish.

Following the APCM, Tony Duffy and Stuart Williams were elected as Churchwardens. We extend our sincere thanks to Sylvia for her hard work and dedication over recent years. Our gratitude also goes to all the teams who contribute so much to making our church and churchyard welcoming and well cared for. Finally, we thank David and Mary for their time, leadership, and commitment, which continue to sustain and strengthen the life of this church.

## Safeguarding Report

Safeguarding remains a central focus of the vicar and the parish safeguarding officer. It features on every parochial church council meeting agenda and awareness is strong. This is essential in a parish where there is extensive work with children, young people and potentially vulnerable adults. No serious incidents have occurred but this awareness will be important if any significant concerns were to arise. The requirements of the Church of England in this area are rightly stringent and we are well under way with ensuring that the right policies are in place, appropriate checks have been undertaken and risks assessed. Progress with these has been slower than would be ideal owing to volunteers' time commitments, but the existence of the required action plan and dashboard monitors means that we are going in the right direction. We have developed good relations with the staff at the diocesan safeguarding office and they are extremely helpful.

Durell Barnes

Much of the past year has been spent in looking at floor options combined with heating options. The two are very much integrated. All sorts of combinations have been explored. Various experts have visited and offered views. Plans have altered and are still being developed accordingly. Plans have also developed further with the works in the tower, with the possibility of having a second but smaller toilet installed on the south side of the lobby opposite the disabled toilet. This will also avoid disturbing the large York flagstones, In mid-March 2026 a new order of costs was received, but this too is likely to be revised. A summary of the costs is on a separate sheet.

2025's report ended by summarising a meeting April 2025 attended by Emma Arbuthnot, chair of the Chichester DAC, Alma Howell of Historic England and Simon Dyson, Church Architect. One consideration was infilling the side aisles instead of dropping the aisle platforms, saving potentially £50,000. Infilling the whole floor of the church was discussed but met with little enthusiasm either from Dr Arbuthnot or Alma Howell. A plan of possible infill was requested and has since been produced.

The questions of how to adapt or replace our present heating system, how to avoid endangering ourselves of massive costs, and what in the long run is going to help our church reach zero carbon by the CofE's target of 2030 are under continual consideration. Options were clarified following a visit by an M&E consultant Andrew Dougherty 10.09.2025 who with his experience of old cast iron piping suggested that modifying such pipe runs was a risky venture. This was particularly addressed to the pipes in the aisles. He though a better approach was to remove these altogether and install underfloor heating. This could be done in stages.

A potentially significant moment to us was at the end of January 2026 Simon Dyson came across a heating system on display by a company called Ultra-Fin at a Listed Property Show in Olympia. This system places heating pipes and fins within existing floor joists. Simon learnt that this new system had been installed at St Paul's Church, Covent Garden and at the end of March Simon and Tim visited the church to find out more. The observations were promising.

At the end of April directors from Ultra-Fin, Sussex Floor Restoration, and Surrey Energy Centre, as well as DAC architects met in St Mary's to discuss with Simon Dyson and a team from St Mary's possibilities for heating St Mary's and reaching zero carbon. This meeting again clarified the best heating possibilities for the church and what we should avoid. Of

significant note was the strong recommendation from Ultra-Fin not to disturb the earth under the floorboards. From various access points they could see in their experience the strong likelihood of tombs. Simon Dyson has long suggested this could well be the case.

We are now again looking at infilling the church flooring totally to the level of the pew plinths. This is not without its own problems. There is a potential trip hazard resulting from a small difference in floor level between the nave and chancel. Ramps will be needed at the entrance into the nave from the tower. The infill will need to be made sensitively as the York stone inside the church will be covered. The DAC and amenity bodies such as Historic England have already expressed reservations about such a plan. However, as Simon Dyson commented, anything is possible, but the question is how much money does it cost?

The Surrey Energy Centre are eager to engage with us, helping through their experience to plot a route map of how a heating system can be integrated with the actual generating of heat using heat pumps and battery storage. They are already working with Guildford Diocese in helping churches in this way. A meeting with them has been arranged.

Meanwhile Ultra-Fin are putting together a cost feasibility study using different options. Their own heating system can be used within the existing floor platforms and a different Jupiter heating system in the floor infills. They believe that persuading the DAC and amenity bodies that raising the floor levels in the church to the best option will be its cost effectiveness compared to other options.

As far as fundraising goes, the prospect of receiving money from Horsham District Council from their capital funds as well as S106 developer contributions has not materialised, with other community projects winning out. However, HDC do award grants for carbon related projects so Tim is eager to get a carbon-reducing plan for St Mary's in place for reducing carbon emissions and thereby gaining grants this way.

Main fundraising will really only be possible when the plans are finalised and the DAC has approved them. This will be another chapter in the project.

Tim Foulsham