



**The Parochial Church Council
of
The Parish of St Peter & St Paul
Shoreham, Kent**

The Reverend Dr Diane Rees, Vicar

**Annual Report and Financial Statements
for the year ended
31 December 2024**

Church of St Peter & St Paul, Church Street, Shoreham, Kent TN14 7SB
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Trustees

The Trustees are the members of the Parochial Church Council (PCC). Those members are either ex-officio, elected at the Annual Parochial Church Meeting (APCM) or co-opted by the PCC in accordance with the Church Representation Rules. Trustees are not remunerated. During the year ended 31 December 2024 the following served as members of the PCC:

Vicar The Reverend Dr Diane Rees (Chair)

Wardens Johnny Aisher and Kevin Scott, who was replaced by Elaine Scott in November 2024

Representatives on the Deanery Synod Bryan Harris and Jasper Dale (non PCC member)

Elected PCC Members Audrey Arthur (from April 2024), Ann Ball (Deputy Churchwarden), Bryan Harris, Bill Lattimer (Treasurer), Lindsey MacRae, Sarah Parkes (until April 2024), James Saynor (Secretary), Elaine Scott (until November 2024).

We note with sadness the death in 2024 of Churchwarden Kevin Scott, who contributed greatly to the life of the church. Former Churchwarden David Nash, who had served with distinction for 26 years, also passed away.

Independent Examiner

Charlotte Bellairs, Old Cottage, Filston Lane, Shoreham, Kent TN14 7SX

Bankers

Santander
Charities Aid Foundation

Governing Document

The Parochial Church Council Powers Measure 1956 as amended, and Church Representation Rules. The PCC is a charity currently exempted from registration with the Charity Commission. All members of the PCC are trustees of the charity. The PCC meets every six to eight weeks to transact the business of the church.

Objects of the Charity

The PCC has the responsibility of working with the incumbent to uphold the ministry and mission of the church in the areas of: Worship, the nurture of faith, service to the parish of Shoreham and Christian witness. This is done through:

- Sunday and midweek services
- Baptisms, weddings and funerals
- Youth and children's work, including our toddler play group and the village school
- Teaching adults through home groups
- Pastoral care and involvement in the community
- Supporting overseas mission

To meet our objectives, and by way of good stewardship of the property for which the incumbent, Churchwardens and PCC are responsible, we maintain the fabric of St Peter and Paul, Shoreham (which English Heritage has listed as a Grade I building), including the Church Room extension and the churchyard.

To ensure that the objectives are complied with, the PCC meets regularly. There were seven PCC meetings during 2024 with a high average attendance. Committees assist the work of the PCC – including the Agenda/Standing Committee, the Fabric Committee and the Ministry Team. These issued reports and made recommendations to the PCC.

Electoral Roll

In 2024 there were 86 members on the Electoral Roll.

SUMMARY OF ACHIEVEMENTS

Worship

St Peter and St Paul, Shoreham, provides a range of services for the differing spiritual needs of the Parish.

In 2024, the main service was a Eucharist at 10am every Sunday, except the first Sunday in the month when there was a Eucharist service at 6pm, and the second Sunday when a Book of Common Prayer Communion was held at 9am. All were welcome for prayers and discussion at 9.30am each Friday.

Breakfast Church was held at 9am on the first Sunday of every month, and coffee and tea was offered at the end of the other Sunday services. Church For All services – with particular activities for families and children – were held on several Sundays at 10am, for example on Mothering Sunday and Harvest Festival Sunday. There was evening worship and reflection at 6pm on most third Sundays.

Special services were held on Ash Wednesday, Maundy Thursday, Good Friday and at All Souls. A Carol Service was held at Christmas, and two evenings of carol singing took place around the village. On Christmas Eve there was a Christingle service for children and Midnight Mass, and a morning service on Christmas Day. There was a special service to mark parishioners' love of pets on 11 August.

Our Readers, Bryan Harris and Bill Lattimer, added valuable ministry to that of the Vicar. Live music, on the organ or piano, enhanced services, and the church choir was present at least once a month. The church bell-ringers regularly called parishioners to worship, drawing on ringers from the village and beyond.

The church was open for private prayer and reflection each day. Home study groups were held twice a week and in spring 2024, including Lent, the church participated in the Bible Society Romans Course.

Children and Young People

As part of our Called to Grow initiatives we pay particular attention to the needs of the young and their families.

Special teams helped the Vicar prepare for Breakfast Church, Church for All services and other events listed above. Children from the Village School paid visits to the church and took part in services with their poems and other creative work.

Monday mornings in term time are special for us: we hold a Stay and Play group for toddlers and their parents in the Village Hall, and on occasions in the church. The group is free, save for a small contribution towards refreshments, and the number of participants advanced through the year until several dozen children were regular attendees. A prayer and a Christian theme are elements of each week's play and learning. A committed group of helpers is present, some from beyond the church congregation, and a survey of parents showed us their strength of support. The group is ably led by our Children and Families Worker, Liz Clitheroe, and the PCC resolved to extend her role to work with older children, with funding for her to undertake specialised training.

To create further links with the young, the Vicar organised several pizza-and-games evenings at the vicarage for children and parents. All of the above efforts have borne fruit in terms of new families appearing at our church services.

Safeguarding

Elaine Scott is Parish Safeguarding Officer and Jill Aisher is Lead Recruiter. The PCC confirmed that they would comply with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 (to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

The PCC and Parish Safeguarding Officer worked to ensure all PCC members have Enhanced DBS checks, along with key volunteers working with children and vulnerable adults, and that members took part in Safeguarding courses. Safeguarding appears as an agenda item at all PCC meetings and there were no issues raised with the Diocesan Safeguarding Team.

Pastoral Care

The Vicar and members of the congregation visited parishioners in their homes or in hospital to offer Communion and check on their well-being. One wedding took place on a hospital ward. Collections for a food bank were made at the church.

As part of our ministry to bereaved families we hold an annual service at All Souls to commemorate departed loved ones. At Christmas, all villagers received a card from Shoreham Church with designs by local children, and other cards are sent to those who have taken part in weddings and baptisms. A weekly news sheet is emailed to parishioners.

In 2024, there were no candidates for confirmation in the parish. There were four weddings, two baptisms, four interments of ashes and seven funerals (usually with burial).

Fellowship and Special Events

At the start of November, we were especially pleased to welcome the Bishop of Mpwapwa, the Rt Rev Luzineth Kingamkono, to Shoreham. A reception for him was held in the church on 1 November, where we exchanged news with the leader of our partner diocese and looked at the latest images from Tanzania. On 3 November, Bishop Luzineth attended a service and took part in the baptisms of two parishioners.

A monthly coffee morning, open to all villagers, was held throughout 2024. There was an outdoor "Hymns and Pimms" event on 30 June and several concerts and musical events in the church. The Friends of Shoreham Church held a successful garden party in the summer.

Wider Community

Shoreham Church continued to have an outward focus, engaging with the Deanery, Diocese and those further afield as we developed links with other churches and deepened our commitment and partnership with the diocese in Mpwapa.

We maintained close contact with Mpwapa via social media and a new total of £3,600 was raised to aid the adults and children there. Of this, £1,000 was to be shared between two schools, £750 was destined for local church funds, £900 was to go towards making a borehole and £950 to a medical centre. The money was safely delivered to Tanzania by the end of the year.

We also raised money for Fegans (a local Christian charity that provides specialist care for vulnerable children and families), the Royal British Legion and the Children's Society.

Diocese

Six years ago the Diocese asked all churches to embark on the Called to Grow project. St Peter and St Paul has taken the project to heart and continues to develop several of the initiatives launched at the start of the process. Called to Grow is the first substantive item at each of our PCC meetings. Drawing on a PCC Awayday in late 2023, we renewed our efforts in 2024 in the following areas:

- *Growing younger.* We resolved to redouble our efforts to reach out to children and families with an expanded role for our Children and Families Worker and more family-oriented events.
- *Helping people along the spectrum of discipleship.* Services and courses needed continual innovation to encourage us all in the habit of daily prayer, reflection and Bible reading.
- *Legacy money.* It was important to focus on the correct priorities for spending sums left to us in legacies.

We continue to analyse the needs of people in our parish, to fine-tune our priorities, to set an appropriate annual Parish Offer, and to work with the Diocese to expand our mission and ministry.

Deanery Synod

Shoreham Deanery Synod brings together representatives from parishes across the Diocese. Our Deanery Synod Representatives and our incumbent attend Synod meetings and updates are delivered to PCC meetings and the APCM.

Communication

In 2024, we upgraded the welcome we offer to the many daily visitors from around the world to our thousand-year-old church. A new welcome banner was placed inside the entrance and an Audio Tour was recorded that enables visitors to listen on their phones to the stories of many of the medieval and more modern items in the nave and chancel. It was recorded by a professional actor and funded by the Darent Valley Landscape Partnership Scheme.

To communicate with both parishioners and the wider village community, our website (www.shorehamchurchkent.co.uk) is updated on a regular basis with news of services and other

information. People can use it to make donations and there are contact pages for weddings and other occasional offices, plus picture galleries, short videos and information on church history. We also have an active Facebook page. Our entry on the Church Near You website is regularly updated and PCC minutes are posted in the church.

Our popular parish magazine, the *Shoreham Gazette*, is distributed ten times a year to some 540 homes in the parish by a team of volunteers, with other copies posted out. It's estimated that more than 2,200 people read the magazine, including on Facebook. A new *Gazette* editor, Anna Fischel, was appointed in the summer to replace Ann Ball, who had edited more than 100 editions.

Land and Buildings

The Church is listed by English Heritage as Grade I and is therefore inspected on a regular basis in order to maintain the fabric and ensure the safety of those using the premises.

A significant upgrade to our heating system was made in 2024 after advice from a firm of professional heating consultants and permissions from the Diocese. Our oil-fired boiler was renewed and new radiators were installed throughout the nave, chancel and a side chapel to significantly improve church temperatures in cold weather. This was funded by a donation from the Friends of Shoreham Church as well as by a legacy from Ruth Ellis Smith. At the same time, it is our policy to reduce our carbon footprint by the maximum amount, and on some cold Sundays services are held in the Church Room.

A project to install low-energy LED lighting throughout the church was completed during the year. A number of minor repairs were made to the stonework and woodwork of the church, and small electrical upgrades were put in hand. A new Diocesan flag was acquired for the flagpole on the Tower, donated by Nick Farley, and a historic book of births, marriages and burials was restored, thanks to donor Ann Ball. A project to re-organise and re-index the Church Archive was also completed during the year.

Volunteers and contractors helped with improvements to the churchyard. Yew trees that line the path to the church were trimmed and one or two trees felled to create more light and space. Gullies and gutters were cleared and ivy removed. Damage to a small part of the Victorian churchyard wall was sensitively made good.

A line of blossoming trees was renewed, thanks to sponsorship by parishioners, some memorials were repaired, and a twice-yearly tidy-up of the churchyard was instituted involving volunteers from the church and wider community, who were rewarded for their efforts with a pizza lunch.

The Rev. Dr Diane Rees

In January 2024, our Vicar, the Rev. Dr Diane Rees, announced that she would be resigning as incumbent at the start of February 2025 after nine-and-a-half years serving the church and people of Shoreham.

At a PCC meeting, Diane said that the notice period would give time for wise discussion about how Shoreham and neighbouring churches could continue to thrive under any pastoral re-organisation. She also stressed her continuing commitment to, and love for us all in our final year together.

The PCC noted how Diane had been responsible for a decade of remarkable work, ministry and advances at Shoreham – which included the building of our extension, numerous Called to Grow initiatives, the growth of a greater culture of hospitality, plus considerable outreach to children and families via our Stay and Play group and other social activities. She had led us through the challenges of Covid with great care and vision. We were also grateful to her husband, Alain, who had made considerable contributions to the life of the church.

Independent Examiner's Report

I report to the trustees on my examination of the accounts of PCC of St Peter and St Paul Church, Shoreham, Kent ('the charity') for the year ended 31/12/2024.

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').

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

Independent Examiner's Statement

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

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

Independent Examiner's Details

Name: Charlotte Bellairs

Address: Old Cottage, Filston Lane, Shoreham TN14 7SX

Signature:



Date: 03/03/2025

Receipts & Payments Statement

	Unrestricted	Restricted	Total	Prior Year
Receipts				
Donations & Legacies				
Donations - Cash	5,090	422	5,513	8,420
Donations - Contactless	4,931	43	4,974	1,764
Donations - Legacies	5,300	0	5,300	5,000
Donations - One-off	6,854	750	7,604	636
Donations - Planned	28,663	0	28,663	28,749
Gift Aid	16,697	0	16,697	584
Grants	650	14,769	15,419	1,110
Charitable Activities				
Fees for Weddings, Funerals etc	3,675	0	3,675	5,033
Stay and Play Fees	1,887	0	1,887	0
Investments				
Bank Interest	975	0	975	0
Trading Activities				
Gazette income	5,066	0	5,066	5,958
Rental Income	525	0	525	510
Other				
Loans Received	0	0	0	24,024
Other Income	19	0	19	1,110
Sale of Fixed Assets	0	0	0	0
Sale of Investments	0	0	0	0
Total receipts	80,332	15,984	96,316	82,898
Payments				
Charitable Activities				
Activities	397	0	397	300
Admin	733	0	733	700
Advertising	0	0	0	0
Bank Charges	205	0	205	150
Event Costs	0	0	0	0
Gifts Given	0	4,749	4,749	1,235
Hospitality	603	0	603	0
Ministry Costs - Excl People	8,162	0	8,162	7,110
Other Expenditure	0	446	446	3,467
Parish Share	28,000	0	28,000	39,750
Premises	49,683	750	50,433	22,889
Staff Costs	6,006	203	6,209	6,000
Governance Costs				
Governance Costs	0	0	0	0
Other				
Fixed Asset Purchases	0	0	0	14,024
Loans Repaid	10,000	14,023	24,023	0
Money Invested	59,500	0	59,500	0
Total payments	163,289	20,171	183,460	95,625
Net Receipts / Payments (before transfers)	-82,957	-4,187	-87,144	-12,727

Fund Transfers In	2,957	0	2,957	0
Fund Transfers Out	2,957	0	2,957	0
Net Movement of Cash Funds	-82,957	-4,187	-87,144	-12,727
Total Cash Funds Brought Forward	99,272	4,749	104,021	116,748
Total Cash Funds Carried Forward	16,316	562	16,878	104,021
Represented By				
General (Unrestricted)	30,200	0	30,200	19,302
Growth and Enhancement (Designated)	-13,884	0	-13,884	79,971
External Appeals (Restricted)	0	465	465	1,148
CFW training (Restricted)	0	97	97	0
Mpwapwa (Restricted)	0	0	0	3,601
Churchyard Maintenance (Restricted)	0	0	0	0
Boiler Loan and Donation (Restricted)	0	0	0	0
Audio Tour (Restricted)	0	0	0	0

Asset & Liability Statement

Cash Assets

	Unrestricted	Restricted	Total	Prior Year
General (Unrestricted)	30200	0	30200	19302
Growth and Enhancement (Designated)	-13884	0	-13884	79971
External Appeals (Restricted)	0	465	465	1148
CFW training (Restricted)	0	97	97	0
Mpwapwa (Restricted)	0	0	0	3601
Churchyard Maintenance (Restricted)	0	0	0	0
Boiler Loan and Donation (Restricted)	0	0	0	0
Audio Tour (Restricted)	0	0	0	0

Other Monetary Assets

	Notes	Unrestricted	Restricted	Total	Prior Year
Gift Aid		0	0	0	0
Stock		0	0	0	0
Other		0	0	0	0

Investment Assets

	Notes	Unrestricted	Restricted	Total	Prior Year
Property		0	0	0	0
Investment Accounts	Total of CCLA COIF investment fund and Deposit Fund	164908	0	164908	0
Other		0	0	0	0

Fixed Assets

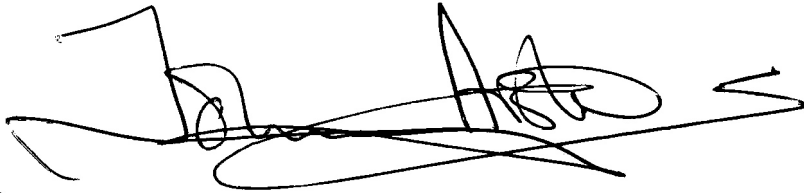
	Notes	Unrestricted	Restricted	Total	Prior Year
Land & Buildings		0	0	0	0
Music & PA Equipment		0	0	0	0
Computers & IT		0	0	0	0
Furniture		0	0	0	0
Motor Vehicles		0	0	0	0

Liabilities

	Notes	Unrestricted	Restricted	Total	Prior Year
Loans Outstanding		0	0	0	24024
Pension Payment Owed		0	0	0	0
HMRC Payments Owed		0	0	0	0
Independent Examination Fee Due		0	0	0	0
Other		0	0	0	0

Signature

These accounts have been approved by the trustees, and are signed on their behalf by:

A handwritten signature in black ink, appearing to be 'Johnny Aisher', written in a cursive style with a long horizontal flourish extending to the right.

Johnny Aisher (Churchwarden and Deputy Chair)

Date: 3 March 2025

Notes to the Accounts

Accounting Policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a "true and fair" view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a "true and fair" view of the charity's financial activities and state of affairs.

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. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

Transactions to Related Parties

During the financial year 2023 Mr Johnny Aisher, Churchwarden and PCC Member, lent the PCC a total of £24,023. £10,000 of this was necessary to provide cash flow at a time when no signatories were available to take money out of bank deposit accounts. £14,024 was to pay urgently for the purchase of a new boiler. During 2024 these two loans have been repaid to Mr Aisher in full.

Movement of Funds

Fund Name	Opening Balance	Income	Expenditure	Fund Transfers	Closing Balance
General (Unrestricted)	19,302	80,332	72,391	2,957	30,200
Growth and Enhancement (Designated)	79,971	0	90,898	-2,957	-13,884
External Appeals (Restricted)	1,148	465	1,148	0	465
CFW training (Restricted)	0	300	203	0	97
Mpwapwa (Restricted)	3,601	0	3,601	0	0
Churchyard Maintenance (Restricted)	0	750	750	0	0
Boiler Loan and Donation (Restricted)	0	14,023	14,023	0	0
Audio Tour (Restricted)	0	446	446	0	0
TOTAL	104,021	96,316	183,460	0	16,878

Policy on Reserves

The PCC has adopted a Reserves Policy as follows:

"We seek to hold three months' revenue as Free Reserves in order to provide against unexpected increases in costs and/or reductions in income."

As of 31st December 2023 the Free Reserves were £30,020, which is above three months of revenue. The PCC will consider action to reduce the reserves to bring them closer to the policy.

Financial processing

The accounts for St Peter and St Paul are prepared using the Expense Plus accounting system, which has been designed for churches and charities.

Gift Aid

The charity is recognised by HMRC for Gift Aid. A backlog of Gift Aid claims has been partially resolved during 2024 and will be completely cleared early in 2025.

Fundraising

The charity raises funds from the public – primarily from Church members. It also seeks to raise funds from third-party donors such as established trusts for specific projects. It does not work with commercial participators in raising funds and does not have a trading subsidiary.

In March 2024 the church received from Rochester Diocese a free contactless device to encourage donations particularly from visitors to the church. In addition, as noted above, the church created an audio tour to encourage engagement from visitors. The new terminal had received donations of over £4,000 by the end of 2024.

In July 2024, again with the assistance of the Generous Giving Advisor at Rochester Diocese, the church undertook a major campaign to ask the congregation and others living in the Parish to consider whether they could be more generous in their giving to the church. This resulted in one-time donations of nearly £3,700 and an increase in monthly giving of £485. The increase in monthly giving represents a 21% increase in committed funding. It arises as a result of eleven new households joining the planned giving scheme; and some significant increases in giving from those who were already giving monthly. The PCC is very grateful indeed for all the responses, which put the church's finances on a sounder footing for the future.

Legacies

During 2024 the following legacies were gratefully received:

Rod Marten	£5,000
Anonymous	£300

Grants

The church received a very generous grant from the Friends of Shoreham Church of £12,336 to pay for the new boiler which had been installed in late 2023.

Darent Valley Landscape Partnership awarded the church a grant of £446.03 to pay for the cost of the Audio Tour.

The Diocese of Rochester awarded us a grant of £300 to help pay for the cost of our Children's and Families worker, Liz Clitheroe, attending a training course.