

The Parish Church of St Andrew Burgess Hill

**ANNUAL REPORT AND FINANCIAL STATEMENTS OF
THE PAROCHIAL CHURCH COUNCIL**

For the year ended 31 December 2025

St Andrew's Church, The Parish office, 2a Cants Lane, Burgess Hill, RH15 0LG

Incumbent: Revd William Kemp, The Parish Office, 2a Cants Lane, Burgess Hill,
RH15 0LG

Independent Examiner: Independent Examiners Ltd, The Grain Store, Hills Barns, Appledram Lane
South, Chichester, PO20 7EG

Bankers: CAF Bank Ltd, 25 Kings Hill, West Malling, Kent, MH19 4JQ
Barclays Bank PLC, Leicester, LE872BB

The parish is a charity registered with the Charity Commission as charity number 1131284. This report covers the activities of the parish and the Parochial Church Council (PCC) in 2025.

Ministry Report for St Andrew's Church Burgess Hill, 2025

Introduction

St Andrew's continued to grow and flourish throughout 2025. Youth and Children's ministry continues to be a strength: the youth mission trip to Mexico in August was amazing and there are now a number of older teenagers stepping into leadership in various areas of church life (leading Youth Alpha, The Six, our monthly evening service, and various youth groups/projects).

Other highlights of the year include:

- the Summer Holiday Club and Football Camp attended by over 60 children.
- Holy Week and Easter (including The Passover Meal, Good Friday services, Easter Egg Hunt and 4 services on Easter Sunday, culminating in the baptism of 6 young people at The Six).
- Summer BBQ with Yvrose for two of our Mission Partners (Hope House Haiti and the Loiyangalani Trust) in June, as part of Yvrose's visit to St Andrew's and other partner churches in the UK.
- Befriended Tea Parties, now running on the first Sunday of every month at St Andrew's, for older people, attracting over 100 people each time).
- Vision Day and Gift Day - Sundays 12 and 19 October – raising over £35,000.
- Alpha – 3 courses run during 2025 - over 40 guests have attended, most of whom have joined the church and continued to grow in faith.
- Prayer has been and continues to be a key focus for us as a community. We held various prayer weeks and prayer meetings in 2025, including the Global Week of 24-7 prayer in September, following a teaching series on Prayer and Fasting earlier in the year. We fully believe prayer is fuelling the life and growth of the church.
- In 2025, St Andrew's conducted 1 wedding, 13 funerals, 7 baptisms and 1 confirmation.

Safeguarding

Sue Griffiths continues in post as our Parish Safeguarding Officer. In April 2025 we adopted the new Parish Safeguarding Dashboard which helps with compliance and best practice in all areas of Church Safeguarding. New policies have been adopted, new posters and other information for victims and survivors is now displayed throughout the church. The diocesan Safeguarding Officer, Colin Perkins, preached at St Andrew's on Sunday 5 October. We continue to run our in-house training sessions for all volunteers and staff, and to follow best practice for safer recruitment and training.

Advent and Christmas

Advent and Christmas - We estimate that attendance through Advent and Christmas, including all the school services (Oak Tree, Birchwood Grove and Burgess Hill Girls) and Care Home visits, was around 4,500. This is a significant increase on 2024. Over 2,000 of these were those attending St Andrew's Advent and Carol services (including the Christmas Spectacular production, Christingle, Crib Service, 9 Lessons and Carols and Christmas Eve Midnight Communion). All of these were evangelistic in one way or another. Many local people, invited friends, family, and neighbours heard the truth of Christmas, received an invitation to Alpha and seemed to leave with a very positive view of the church. We also gave away over

200 copies of Bear Grylls's book, The Greatest Story Ever Told. It has been encouraging to see a significant rise in attendance in January 2026 following the numbers for Advent and Christmas.

New staff

Four new members of Staff joined the team at St Andrew's in 2025. The licensing service for our new Associate Vicar, Gareth Harper, conducted by Bishop Martin, took place on Monday 3 March. It was a great occasion and wonderful to welcome Gareth and Athena (and Bea and Zeph) to St Andrew's. Gareth will focus on local mission and community engagement, he will oversee youth and children's ministry, our evening service "The Six" and help with communication, social media etc. (as well as preaching, leading services and other ordained ministry). It is our longer-term goal that Gareth will explore the possibility of gathering a team to lead a church plant from St Andrew's in the coming years.

Following our Gift Day in October, and a successful recruitment process, Kim Sullivan was appointed to the role of Assistant Youth Pastor. She began in May and has added strength to our youth team as the numbers continue to grow. Grace Lambert also joined the staff team as she began the New Wine Discipleship Year scheme in September, with St Andrew's as her placement church, focussing on youth, children and communications.

In October our Worship Pastor, Stuart Barbour, stepped down after many years of faithful service. We were delighted to appoint Zoë Baker to the role, she began on 30 November and has made a great start.

Mission Partners

We held a review of the Mission Partners that St Andrew's support. A working party was asked to propose a way forward and after prayerful consideration by the PCC, it was decided that the following should be Mission Partners (who receive regular financial support):

1. Family Support Work (FSW)
2. Sam and Daniela Leighton (YWAM)
3. Church Mission Society (CMS)
4. Hope House Haiti
5. Befriended
6. Centre For Urban Mission (Nairobi, Kenya)
7. Loiyangalani (Northern Kenya)
8. Off the Fence
9. Tearfund

It was agreed that the list of Mission Partners will be reviewed in 2 years.

Creation Care

Neroli Allen, our Authorised Lay Minister for Creation Care, presented a proposal for the PCC as we consider how to become a more environmentally friendly church. The plan is to appoint leaders and teams for 5 different areas in response to the climate crisis and God's call to care for creation more responsibly. These are: our green space; our buildings/energy use; teaching, worship and prayer on creation care; advocacy and community action; recycling and personal good practice. We have also received a report on St Andrew's energy use, proposing a number of actions which would significantly reduce our carbon footprint. The most significant of which are to replace our gas boiler with an air sourced heat pump, and to install solar panels on the church roof. Both of these are big and expensive projects which we will be considering in 2026.

Men's and Women's Ministry

Men's and Women's breakfasts continued on Saturday mornings throughout the year. These are excellent occasions which have brought people together, strengthening relationships, sharing faith and welcoming newcomers/those from outside the church. The men's breakfasts are a joint venture with Sheddingdean Baptist Church and St Edward's Burgess Hill. There was a Women's Day conference at St Andrew's with Perry May Britton in September. The Women held a Christmas Dinner at the Hassocks Hotel and the Men held a Curry Night in the Rider Hall.

Nursing Home Services

There have been regular services of Holy Communion, as well as seasonal services of Songs of Praise or Christmas Carols, in six local residential and nursing homes.

The Highmead Christian Foundation

We offer our sincere gratitude to Robert and Lucy Monroe and the Highmead Christian Foundation, who have been so generous to St Andrew's over many years. The trustees of Highmead collectively felt the time was right to step down from overseeing the grant-giving work, so they agreed to transfer the remaining funds to St Andrew's. This is a considerable amount of money which will be placed in a restricted fund with a clear remit from the Highmead trustees (essentially capital projects, and youth and children's ministry) and will be administered by the PCC. Their generosity enabled a new kitchen to be fitted for the Vicarage in August which has made a huge difference to the living space and the ability to offer hospitality at the Vicarage.

Structure, Governance, and Management

An Operational Leadership Team (OLT) has been established this year, made up of staff, volunteers and PCC members. The OLT now meets 6 times per year for long term planning and review of all activities and events.

We welcomed the Archdeacon of Horsham, the Ven Angela Martin, in October for our quinquennial Archdeacon's Visitation. She thoroughly reviewed every aspect of ministry at St Andrew's and our compliance with diocesan regulations. Her report was accompanied by the following comments: "I enjoyed my visit, seeing the care you all take over the Mission and Ministry of the Church within the Benefice both practically and spiritually. ... I certainly enjoyed learning about your plans for the future and the growth in the church family that has taken place since the blend happened 18 months ago."

Parochial Church Council

Revd Will Kemp (Chair) – Priest-in-Charge
Gareth Harper – Associate Vicar from March 2025
Amanda Hanlon – Churchwarden
Mandy Anstee – acting Churchwarden to April 2025
Phil Kelly – Churchwarden from April 2025
Ian Porter – Parish Treasurer
Andy Sherlock – Fabrics Manager
James Allen – Secretary and Head of Operations
Sue Gumbrell – Deanery Synod
Margaret Kay – Deanery Synod
Sheila Smith – Deanery Synod
Jean Cooke
Andy Gilbard to December 2025

Dale Marklew
Janet Davies to April 2025
Nicola Duckworth to April 2025
Faith Fallon to April 2025
Linda Porter to April 2025
Nicola Reuter-Sinclair to April 2025
Ruth Sanders to April 2025
Steve Watson to April 2025

To support the church's ministries, St Andrew's has teams responsible for various aspects of administration and management. These are the Parochial Church Council (PCC), the Finance and General Purposes Committee (F&GP), and the Standing Committee.

Finance and General Purposes Committee

Vicar/Priest-in-Charge
Associate Vicar
Churchwardens
Parish Treasurer
Fabrics Manager
Head of Operations

Standing Committee

Vicar/Priest-in-Charge
Associate Vicar
Churchwardens
Parish Treasurer
Head of Operations

Electoral Roll

At the Annual Parochial Church Meeting in May 2025 there were 210 members of the church electoral roll.

Revd Will Kemp (Chair – Priest-in-Charge)

Financial Review

Support for Mission in the UK and Abroad

St Andrew's Church maintained its practice of supporting mission and evangelism both in the UK and abroad. The sums collected and given to charities are detailed below. These include sums raised on special collection Sundays, giving from church funds and individual ad-hoc donations.

	General Fund 2025 £	Restricted Funds 2025 £	Total All Funds 2025 £	2024 £
Home:				
Chichester Diocese Family Support Work (FSW)	2,125.00	657.61	2,782.61	3,951.25
Off The Fence	1,200.00	4,053.55	5,253.55	7,419.62
Sam & Daniela Leighton - Neighbours & Nations YWAM	2,100.00		2,100.00	500.00
Befriended	1,200.00	1,224.63	2,424.63	500.00
Hope Building Confidence				500.00
A Rocha UK	125.00		125.00	
Overseas:				
Church Mission Society (CMS)	2,125.00	270.84	2,395.84	2,870.00
Bible Society				2,870.00
Tear Fund		8,191.48	8,191.48	4,502.20
Ushaaqallah Benefit Society				2,870.00
Centre for Urban Mission Nairobi (Amadet)	3,000.00	1,088.42	4,088.42	1,250.00
Hope House Haiti	4,800.00	4,298.62	9,098.62	2,000.00
Loiyangalani Trust	2,650.00	4,236.12	6,886.12	2,645.00
Ukraine Appeal				670.00
Open Doors				975.94
GRAND TOTAL	19,325.00	24,021.27	43,346.27	33,524.01

The PCC is most thankful for the continuing financial support of the St Andrew's congregation.

Voluntary Income total overall in 2025 was £121k higher than 2024 (£596k 2025 / £475k 2024), due to two main factors: increased giving including Gift Aid (346k 2025 / £268k 2024) and a transfer in from The Highmead Christian Foundation to a new Restricted Fund (£221k). It should be noted we received a one-off grant in 2024 of £191K. Planned giving was slightly above forecast. Hall income showed a small increase. This, along with the rental of a property at 9 Pendean, higher interest income and reduced associate vicarage costs than budgeted, meant the overall result for 2025 was a surplus.

The total net result across all funds for the financial year of 2025 was a surplus of £149,151 (surplus of £217,706 in 2024) (mainly due to the £221k monies for the new restricted fund).

This can be broken down as: £9,384 surplus from the unrestricted funds (excluding designated funds), so our day-to-day fund; £20,003 deficit from the designated funds (as we spend money previously set aside for expected costs); and £159,770 surplus from the restricted funds (Highmead transfer Income offset by costs spent mainly from the Upkeep Fund). These numbers include the following fund transfers:

- £5k from unrestricted funds to Youth Restricted Fund re Youth Mexico Mission Trip

- £5k from unrestricted funds to Hardship Restricted Fund to top up the fund

The main movements on the designated funds resulting in the £20,003 deficit were: part payment of the vicarage works (£10.1k), Rider Hall Repairs and maintenance (£3.8k), Youth Centre repairs and maintenance (Inc Drainage works) (£3.4k) from the Repairs Fund, plus Prayer Room lighting (£0.4k) and purchasing a baptistry (Pool) (£1.9k) from the Legacy Fund.

The main movements on the restricted funds resulting in the £159,770 surplus were: £221K Highmead new fund monies; offset by costs on the same fund of £20k further contribution to the vicarage works, £17.2k replacing church carpets (inc link and offices), £10.5k on upgraded church paths, £2.3k plumbing/heating, £12.7k sound/lighting system upgrades, £2.2k church outside pressure washing, all from the Upkeep Fund. Additionally £2.4K was paid out from the Hardship Fund.

From the Youth Fund there was £32.6k of Donations/grants in the year towards the Mexico Youth Mission Trip plus a further £13k of fund raising, the cost of the trip in total paid out in 2025 was £51.9k.

Details of the individual movements for both designated and restricted funds can be found in the financial statements.

The total incoming resources for the unrestricted funds were £407,537 (£533,677 in 2024), a decrease of £126,140. Note in 2024, £191.1k of the total came from a one-off grant. Donations & Legacies (inc grants) therefore decreased to £303,284 (£439,602 in 2024).

The voluntary income to the restricted funds was £292,922 (£35,518 in 2024). This included the £221k from The Highmead Christian Foundation, and £24k of Away Giving collections (Missions & Charity Fund), including Gift Aid; £32.6k of Youth Fund income for the Mexico Youth Mission Trip, and £14.6k of Facilities Fund income.

Gift Aid continues to be recovered on all donations where applicable. Tax recovered by way of Gift Aid in 2025 was £53,934 (£40,635 in 2024). The Small Donations Gift Aid allowance is also claimed where possible for cash collections and electronic card donations payments.

The largest expenditure of the PCC was the sum of £141,500 (£89,410 in 2024) paid to the Diocese to cover ministry costs. This amount covers the housing, stipend and pension costs of the incumbent, the Associate Vicar and a standard sum for diocesan central costs, clergy training and a contribution to national church funds. Note in 2024 The Point also paid a pledge from their accounts.

The second largest item of expenditure in 2025 was the overall contracted staff costs of £117,819 (£87,512 for 2024, the Point staff joined our payroll part way through the 2024 financial year (April 2024)). As at 31 December, the PCC employed a full-time Youth Pastor, a part time Assistant Youth Pastor (from May 2025), a part-time Parish Administrator, a part-time Facilities Co-ordinator, a part-time Music Director, a part-time Caretaker, and a part-time Cleaner (a total full-time paid staff equivalent head count of 3.75). We also have a full-time Young Families and Children's Pastor and an Operations Manager, both of whom are self-funded. Additionally, vergers were paid for weddings & funerals, and an organist for services on an ad-hoc basis.

Property expenses of £34,012 in 2024 (£15,668 in 2024) included some repairs and letting fees payable for 9 Pendean plus costs for the vicarage and associate vicarage.

The PCC paid away £43,346 (£33,524 in 2024) in missionary and charitable giving. The total amount for 2025 was monies taken at special collections, money from church funds and individual ad-hoc donations for the charities supported by the church. The PCC pledges to pay away (tithing) at least 10% of its giving

income (including Gift Aid but excluding grants and legacies). Giving income totalled £346,296, and £43,346 was paid away, representing 12.51% of giving income.

Reserves Policy

It is PCC policy to maintain a balance on the general unrestricted funds (excluding fixed assets) that equates to approximately three months' worth of unrestricted payments, as contingency against unforeseen situations. The general, unrestricted, cash reserve at 31 December 2025 was £161,884 (£152,499 in 2024). This is sufficient to cover three months of unrestricted payments, which averaged £96,024 in 2025 (£68,078 in 2024) excluding expenditure from designated funds. We expect to have sufficient cash flow to continue to pay bills as they fall due.

Details of the balances and purposes of the various designated and restricted funds are given in Note 10 to the Financial Statements.

It is PCC policy to invest fund balances as deposits, to maximise interest while protecting the sums involved, or in low-risk funds. For deposit accounts not more than the amount guaranteed by the Financial Services Compensation Scheme is invested in any one institution. At the end of 2025 the PCC held fund accounts with the CCLA CBF Church of England Deposit Fund (Fitch Credit Quality rating and Fund Market risk Sensitivity rating 'AAAf'/'S1') and the Mansfield Building Society, in addition to CAF Bank and Barclays Bank who provide current account facilities.

Public Benefit Statement

In exercising its duties, the PCC has complied with their duty to have due regard to the guidance for public benefit published by the Charity Commission.

Statement of Responsibilities

The PCC members are responsible for preparing the PCC members' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the PCC members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the PCC members are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The PCC members are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The PCC members are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the PCC members of the charity on 12/1/26 and signed on its behalf by:

Name : Ian Porter



Date : 9/2/26

Ian Porter (Treasurer)