Annual Report and Accounts

of the Parochial Church Council of the Ecclesiastical Parish of

East Dean, Singleton and West Dean

HMRC ref.no: XT11880

For the year ended 31st December 2025

(known as The Valley Parish, covering the villages of Binderton, Charlton, Chilgrove, East Dean, Singleton & West Dean)

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East Dean, Singleton and West Dean

HMRC reg no XT11880

1. Trustees' Annual Report

1.1 Our aims as a charity

The Parochial Church Council (PCC) has responsibility to:

- Promote the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England.
- Promote in the parish the whole mission of the church, pastoral, social, evangelistic and ecumenical.
- Give practical support and care to all people in our parish particularly those in need.
- Encourage financial giving to those in need both inside and outside our parish.
- Care for and protect our three historic parish churches known as All Saints', East Dean; Blessed Virgin Mary, Singleton and St Andrews, West Dean and keep them open for the purpose of regular worship and welcoming the many visitors to our area.
- Protect and maintain each of the churchyards under our care.







1.2 Achievements and Impact

We are a small parish in terms of numbers of residents, but large in geographical area. Much of the parish is farmland or woodland, and most of the parishioners are concentrated in the three larger villages, with several also resident in outlying areas of the parish. Travel and communication between the villages and the three different churches can present a challenge. The Sunday services moves on rotation between the three churches with two services each month at West Dean, as well as the Childrens Church. On months with a Fifth Sunday a BCP service is held at either East Dean or Singleton. Despite the difficulties in travel, a number of the congregation do attend worship in all three churches, and we have regular worshippers from outside the parish.

Ministry and Community

- Children's Church for primary school age children continues to be a success with about 15 regular children plus families attending the service on the fourth Sunday of the month at West Dean Church. There are a number of occasional attendees which takes the total number of children engaged in Children's Church to 25 or so.

- The church continues to support the community Valley Diary both financially and in producing a church page, which provides information on our monthly program of services and activities to a circulation of 1000 homes within the Valley and surrounding area.

- Our small but accomplished choir sings at the service in East Dean on the first Sunday of the month, as well as leading our Carols and Crib service on Christmas Eve. The choir is led by the East Dean organist Jeannie Esdaile. They also provide music on an ad hoc basis for some services, especially festivals and weddings.

- All of our churches are open every day of the week to allow visitors to come in to pray and to enjoy a few moments of peace and serenity or to appreciate the simple yet beautiful architecture of our rural church buildings. The opening of East Dean and Singleton is managed by a rota of willing key holders, whilst West Dean College Security Staff kindly take on the responsibility for West Dean Church. We are proud that our churches are open every day and often receive positive comments on how welcome visitors feel when they find the churches are open.

- The Rector's weekly newsletter, Rector's Ramblings, has a circulation of 78 addresses and includes not only members of the congregation but also others in the Valley and beyond. It is also posted on all the church notice boards and is available on the parish website.

- Our two Church of England Controlled Primary Schools continue to thrive. As Revd. Sarah is not able to be a governor to two schools, the Diocese has appointed ex-officio Foundation Governors to both Singleton and West Dean School as her representative. There is still a need for one Foundation Governor at each school. Revd. Sarah visits both schools on a regular basis and often welcomes the children into their local church for services, especially at Christmas, Harvest and at the end of the school year.

- The two Church Fetes at East Dean and Singleton were very successful in 2025, despite the East Dean fete having to be moved to the village hall due to the weather. We

continue to be very grateful to everyone who helps organize these fundraising events for the ongoing maintenance of our church buildings.

- In addition to the fetes there was a Flower Festival at St Andrew's, West Dean with the theme of VE Day in May 2025:



Christian Outreach and Parish Giving

- Rev Sarah visits local housebound residents to provide communion and company on a regular basis and is always available to visit members of the parish when asked.

- Rev Sarah is one of the trustees of the Henry Smith Trust which helps local residents with grants. The Churchwardens and Rev Sarah are trustees of the Bowles Cottage Trust which provides financial support to the two church schools and also their related Pre-Schools as well as funding our Children's Church activities and Messy Church.

- There have been 2 weddings for those who live within or have a connection with the parish, and 10 funerals, plus 3 Burials of Ashes.

Management of church buildings and churchyard

The 'Standing the Test of Time' appeal to raise funds for urgent work on our church buildings is still active and has funded the repairs to the East Window in Singleton church, with work on West Dean church tower due to start in 2026.

West Dean Parish Council takes responsibility for the maintenance of St Andrew's churchyard and keeps it well trimmed and tidy. Maintenance of the Blessed Virgin Mary and All Saints churchyards are the responsibility of the PCC and the mowing follows an agreed plan to encourage wildlife and natural diversity.

1.3 Structure, governance and management of the charity

The PCC is a charity and is now registered (as of July 2023, registration number 1204049) with the Charity Commission within the meaning of section 30 of the Charities Act 2011. Its governing document is the Parochial Church Councils (Powers) Measure 1956.

The PCC has complied with section 5 of the Safeguarding and Clergy Discipline Measure 2016, by having due regard to House of Bishops' guidance on safeguarding children and vulnerable adults. All PCC members have undergone the Diocese Safeguarding training.

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the Rector, the churchwardens and members of the Deanery Synod) and ten members of the church who are elected at the Annual Parochial Church Meeting (APCM). During the year the following served as members of the PCC:

Rector: Reverend Sarah Manouch BA

Churchwardens: John Holt & Sarah John

Deanery Synod: Geoffrey Morris

Elected Members: Wendy Heather; Susie Holmes; Richard Stephens; Oliver Peirson; Jennifer Neelands; Thomas Shaw; John Holt; Lance John; Sarah John; Jane Rice (until January 2025).

Electoral Roll Officer: Heather Baker

Safeguarding Officer: Sarah Peirson

Independent Examiner: Nicholas Boyd

The Annual Report was approved by the PCC on 27 May 2026 and signed on its behalf by the PCC Chairman

Signed…….. Date ……

Annual Report and Financial Statements

for the year ended 31st December 2025

of

The Parochial Church Council of 'The Valley Parish', comprising:

All Saints, East Dean

The Blessed Virgin Mary, Singleton

St Andrew, West Dean

Registered Charity No: XT11880

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The Valley Parish Parochial Church Council

Receipts and Payments Accounts - APPEAL FUND

for the year ended 31st December 2025

The financial effect of our activities during the year can be summarised as follows:-

	Note	Unrestricted Funds:- General	Designated	Restricted Funds	Endowed Funds	Total 2025	Total 2024
INCOME RECEIVED:		£	£	£	£	£	£
Voluntary Receipts							
- Planned Giving		-	6,028	-	-	6,028	64,337
- Gift Aid Recovered (Appeal element)		-	1,280	-	-	1,280	11,085
Total Received		-	7,308	-	-	7,308	75,422
- Investment Income		-	2,579	-	-	2,579	1,599
Total Received		-	9,888	-	-	9,887	77,021
PAYMENTS Out:							
Church Appeal Activities			-			-	
- Singleton Repairs		-	-	-	-	-	38,478
- West Dean Repairs		-	1,404	-	-	1,404	2,052
- East Dean Repairs		-	557	-	-	557	-
- Appeal set up and Running		-	-	-	-	-	1,192
- Less: Lewknor/Heyman Fund		-	-	-	-	-	(393)
Total Expenses		-	(1,961)	-	-	(1,961)	(41,329)
Net Income/(Expenditure) for the year		-	7,927	-	-	7,926	35,692
Accumulated Fund b/fwd 1st January 2025		-	35,692	-	-	35,692	-
Fund Balances at end of year		-	43,619	-	-	43,618	35,692
Agreement to the Balances held in the various Bank Accounts:							
Bank - Barclays (Appeal a/c)		-	34,047	-	-	34,047	28,700
Bank Deposit - CCLA (Appeal a/c)		-	59,571	-	-	59,571	56,992
Loan - from Chichester Diocese		-	(50,000)	-	-	(50,000)	(50,000)
Net Assets c/fwd 31st December 2025	f	-	43,619	-	-	43,618	35,692

The Valley Parish Parochial Church Council

Receipts and Payments Accounts

for the year ended 31st December 2025

The financial effect of our activities during the year can be summarised as follows:-

	Note	Unrestricted Funds:- General	Designated	Restricted Funds	Endowed Funds	Total 2025	Total 2024
INCOME:		£	£	£	£	£	£
Voluntary Receipts							
- Planned Giving		12,718	-	586	-	13,304	16,436
- Collections at Services		6,513	-	-	-	6,513	6,154
- All other giving	a	4,203	-	-	-	4,203	1,450
- Gift Aid Recovered (net of Appeal amount)		3,407	-	-	-	3,407	4,289
		26,840	-	586	-	27,427	28,329
Income Raising Activities (Fêtes etc)	b	7,129	-	-	-	7,129	10,201
Investment Income	c	30	-	2,725	-	2,755	3,455
Church fees & activities	d	6,479	-	-	-	6,479	6,225
Total Received		40,478	-	3,311	-	43,790	48,210
PAYMENTS Out:							
Church Activities							
- Diocesan Parish contributions		27,038	-	-	-	27,038	27,039
- Clergy and others' expenses		6,246	-	-	-	6,246	5,294
- Church running costs	e	14,750	-	-	-	14,750	16,090
- Fees to Chichester DBF		1,989	-	-	-	1,989	1,601
- Donation (St Wilfred's Hospice)		293	-	-	-	293	
Total Expenses		(50,315)	-	-	-	(50,316)	(50,024)
Net Income/(Net Outgoings) for the year		(9,838)	-	3,311	-	(6,526)	(1,814)
Fund balances b/fwd 1st January 2025		34,139	-	57,673	-	91,812	96,678
Less: Trf Lewknor/Heyman Fd to Appeal		-	-	-	-	-	(393)
Fund Balances at end of year		24,302	-	60,984	-	85,286	94,470
Agreement to the Balances held in the various Bank Accounts:							
Restricted funds held in Bank Current a/c		7,381	-	(7,381)	-	-	
Bank Accounts c/fwd 31st December 2025	f	31,683	-	53,602	-	85,286	94,470

This Financial Report for the year ended 31st December 2025, including the Notes following, was approved by The Valley PCC, and signed on its behalf by The Revd. Sarah Manouch, PCC Chairman:

Signed: _____ **Date:** 19/7/26

The Valley Parish Parochial Church Council

Further analysis of Receipts and Payments & Statement of Parish Assets

for the year ended 31st December 2025

	Note	Unrestricted Funds:- General	Designated	Restricted Funds	Endowed Funds	Total 2025	Total 2024
RECEIPTS:		£	£	£	£	£	£
All other giving/voluntary receipts	a						
Donations -Non Recurring		4,203	-	-	-	4,203	1,450
Grants and special gifts		-	-	-	-	-	-
Legacies		-	-	-	-	-	-
		4,203	-	-	-	4,203	1,450
Activities for generating income	b						
Fund-Raising - Summer Fête & Others		8,519	-	-	-	8,519	11,641
Less: Money drawn for initial floats		(1,390)	-	-	-	(1,390)	(1,440)
Summer music concert		-	-	-	-	-	-
		7,129	-	-	-	7,129	10,201
Investment Income	c						
Interest CDF		-	-	2,725	-	2,725	3,051
Dividend COIF		30	-	-	-	30	4
Rent for hire of hall		-	-	-	-	-	400
		30	-	2,725	-	2,755	3,455
Church activities	d						
Fees for Weddings & Funerals		6,479	-	-	-	6,479	5,493
BusinessStream		-	-	-	-	-	732
		6,479	-	-	-	6,479	6,225
PAYMENTS Out:							
Church running costs	e						
Heat, light & water		3,133	-	-	-	3,133	3,129
Running costs		3,261	-	-	-	3,261	3,623
Insurance		4,729	-	-	-	4,729	4,619
Quinquennial Report		-	-	-	-	-	1,028
Repairs and maintenance		3,627	-	-	-	3,627	3,691
		14,750	-	-	-	14,750	16,090
ASSETS HELD at YEAR END:							
Bank Account balances:							
- Bank Current account *(Barclays)*		31,683	-	-	-	31,683	34,139
- Appeal a/c *(Barclays)*		-	-	-	-	-	-
- CBF Deposit accounts		-	-	56,654	-	56,654	60,331
Total Cash at Banks	f	31,683	-	56,654	-	88,337	94,470
Investments at Cost:							
- 8 COIF units at Cost (value £154)		118	-	-	-	118	118
- Parish Trust Tomb Stones		160	-	-	-	160	160
TOTAL ASSETS		31,961	-	56,654	-	88,615	94,748

Movable Church furnishings are held by the Churchwardens on special trust for the PCC, are recognised but not valued above.

The Valley Parish Parochial Church Council

General Notes and Information

for the year ended 31st December 2025

The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and Accounting Regulations, using the Receipts and Payments basis.

The Parish share to the Chichester Diocese is for the payment of Clergy and other Central costs. The cost shown in the accounts for Parish Ministry of £27,039 (and £27,039 for 2024).

The Restricted Funds represent accumulated donations and appeals for the maintenance of the Church Buildings. Payments shown as coming from Restricted Funds are for the same purpose. At the start of 2021 it was decided that all expenses would be taken from the General Fund, apart from those which can be wholly attributed to the individual Churches.

Restricted Funds

Endowed funds are required by the donors to be invested, and the income spent on specific objectives - the breakdown of the Restricted amounts held in the respective Fabric Funds is as follows:

	2025	2024
East Dean - Fabric Fund (001D)	**40,105**	41,238
West Dean - Fabric Fund (005D)	**1,397**	1,336
Singleton - Fabric Fund (006D)	**15,151**	17,365
Valley - Music Fund (007D)	**3**	392
	£ 56,656	£ 60,331

The Parish Trust Investments shown above are held by the Diocese as Custodian Trustees and invested in CBF Church of England Deposit Funds. They represent endowments held for upkeep of tombs. The amount shown for East Dean includes the balance of a £10,000 legacy given for restricted purposes.

Restricted funds are not invested permanently, but are to be spent within reasonable timescales.

The Restricted funds comprise the Fabric and other Funds listed above.

Independent Examiner's Report to the Trustees of The Valley Parish

I report on the accounts of the church for the year ended 31 December 2025 which are set out on pages 2 to 4.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts (under section 145 of the 2011 Act);

To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and

To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect, the requirements to keep accounting records; in accordance with section 130 of the 2011 Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or, to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nicholas Boyd & Co.

Nicholas Boyd & Company

The White House, Wellsfield, West Wittering, West Sussex PO20 8LH *26th May 2026*