

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CROFTON, STUBBINGTON

England & Wales · Charity number 1128473

Details

Other names CROFTON PCC

Status Registered

Legal form Previously excepted

Registered 2009-03-10

Register [View on the Charity Commission register](#)

Contact

Address Holy Rood Church
Gosport Road
Stubbington
Fareham
PO14 2AS

Phone 01329661154

Email office@croftonparish.org.uk

Website www.croftonparish.org.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Religious Activities, Running Youth Groups, Providing Services in the Community, Making donations to charitable organisations

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Hampshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£363,094	£371,704	-	-
2023-12-31	£310,654	£346,284	-	-
2022-12-31	£360,429	£345,601	-	-
2021-12-31	£298,491	£300,243	-	-
2020-12-31	£363,525	£318,798	-	-

Trustees

Name	Role	Appointed
Rev RICHARD ALAN ENGLAND	Chair	2016-06-23
Adrian John Elston		2022-05-01
Alison Joy Lockwood		2022-05-01
Beth Yeandle		2018-08-01
DAVE BROWN		
David Malcolm John Lewis MBE		2022-05-01
Dr Martin Paul Yeandle		2017-04-23
Emily Grace Horne		2020-10-25
GARY WILCOCKS		
JAMES TIMOTHY KEITH NOLAN		2013-05-01
Nichola Lynn Sampford		2021-04-25
Penelope Frances Williams		2026-05-03
Rev COLIN PRESTIDGE		
SIMON BASIL SWINDELLS		2013-05-01
STUART KENNETH FORSTER		2012-05-01
Steve Lazell		2017-04-23
Susan Mary Johnson		2023-05-18
Timothy Collinson		2023-04-23
Vincent Robert Noyce		2026-05-03

Accounts



**2024 Report and Accounts for the
Parochial Church Council of
the Ecclesiastical Parish of
Crofton, Stubbington
Charity number 1128473**



Contents

Preface.....	3
Aim and Purposes	3
Vicar’s Report	4
Administration	4
Alpha	5
Community Groups.....	5
Deanery, Diocese and Wider Church	6
Eco Group Report	6
Fabric.....	6
Mission Giving	8
Parochial Church Council.....	10
Pastoral Care	11
Safeguarding	12
St Edmund’s	12
Staff and Volunteers	13
Worship and Sound Team	14
Young at Heart	14
Youth, Children and Families	15
Structure, Governance and Management.....	17
Worship Services and Statistics	21
Annual Accounts	22

Cover Images: Jonny Gouldstone. Left: St Edmund's, Right: Holy Rood

Preface

This document has been produced by the Parochial Church Council of Crofton Parish to fulfil two legal requirements:

- 1) The Church Representation Rules (Rule 9(1) (b)) require 'an annual report on the proceedings of the parochial church council and the activities of the parish generally' to be received by the Annual Parochial Church Meeting (APCM). The meeting is then free to discuss it.
- 2) As a registered charity Crofton Parish receives certain financial benefits from the government. The PCC members are trustees of this charity. The charity must provide an annual report and accounts to the Charity Commission to show responsible management and use of its funds. To qualify as a charity, it is also required to demonstrate that its aims are for the public benefit.

Those are the legal requirements; however, it is also an opportunity for the church to see just how much God has done throughout the year and to celebrate all the work that is done by clergy and volunteers.

As this annual report was being put together, this old piece of parody from Adrian Plass turned up; it still brings a smile:

"It is a pleasure and a privilege for me as principal of the College of Churchmanship to present this report. The past year has seen our movement graced with so many new triumphs and fresh innovations that we are encouraged and confirmed in our assertion of the central tenets of Churchmanship. We continue to insist that a complete lack of faith or belief, and an unwillingness to contribute time, energy or money to any aspect of Christian living need never be a barrier to membership in and involvement with the church. However, we must always bear in mind that our art is intended to be a subtle and undiscovered one."

Looking Good, Being Bad – (The Subtle Art of Churchmanship), Adrian Plass, 2008

We give thanks that in the Parish of Crofton that is indeed parody and as these pages show, there is much faith, much time, much energy and a generosity that is indeed a pleasure and privilege to report. As ever, thanks are also due to the many hands which have played a part in putting this report together.

Aim and Purposes

The Parochial Church Council [PCC] of Crofton Parish has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC has responsibility for the parish church of Holy Rood and the church of St Edmund the Martyr. It also has maintenance responsibilities for Holy Rood Church Centre and 7 Darren Close (a residential house).

Vicar's Report

There was so much to celebrate in the life of Crofton Parish in 2024. In this report, you'll have the chance to read about the wide range of activities and ministries that make up our parish.

Here are a couple of my highlights:

- Running Alpha in the morning service

It was wonderful to turn the 10am service at Holy Rood into an Alpha Course in the autumn. It helped a few people explore the Christian faith for the first time and created such an open atmosphere to ask questions.

- Thank you, Jenny, and welcome, Emma!

In 2024 we saw a handover with our Yong at Heart ministry. We are all so grateful to Jenny Wilford for her care in establishing YAH during the pandemic. Once Jenny felt it was the right time to hand over her responsibilities, the Lord provided Emma Sneddon to take this important work forward. As I said at the time, we didn't want Crofton to go back to life without YAH and I'm so delighted at how it is going from strength to strength.

At the APCM last year, I spoke about four priorities the staff team and PCC are working on:

- Open to the Spirit
- Discipleship at every Life Stage
- Moving towards Net Zero
- New Place and Pathways for people to explore faith.

As we get into 2025, it feels like we've made significant progress in many of these areas, with much more to come. The groundwork was laid in 2024 and it is wonderful to see things like the Guttering Project coming to fruition and our first Life Lab.

As always, I write this report with a profound sense of gratitude for everyone that makes Crofton Parish what it is. Your generosity and commitment are an inspiration to me and, I believe, deeply please the heart of God.

Richard England

Administration

The Parish Office settled into a new routine with Gill Nolan covering Funerals and Centre Bookings in addition to Baptisms and Weddings. Vicki Edwards was able to carry out the additional Treasury and Safeguarding Admin. Sue Elgie provided cover during any absences.

In 2024 we saw an increase in the number of baptisms at Holy Rood and funerals held at St Edmund's and Holy Rood. However, there was a reduction in the number of weddings across the Parish.

We also saw two new regular Parish Centre bookings as Rock Choir joined us in the January and in September, Solent Community Choir, who held two concerts with all donations going towards Crofton Parish.

The new website went live towards the beginning of 2024. This meant that any events set up in ChurchSuite automatically appeared on the website, which saved valuable admin time. We also set up Stripe Payments connected to ChurchSuite, which meant users were able to book and pay for events. This proved extremely valuable when organising the Brian Doerkson concert.

In 2025 we will need to produce a brand-new Electoral Roll and will make use of the electronic form on ChurchSuite which will dramatically reduce time needed to enter information.

Vicki Edwards

Alpha

For the first time ever, an Alpha course was run as an integral part of our Sunday morning services over the Autumn term. The talk was given during the service each week, with community groups encouraged to use their meetings as an opportunity to discuss the questions raised in the same way that a normal Alpha small group would.

A group was also held in the church after the service for new people. This slightly different format for Alpha encouraged a number of new people to join and the format worked well. We would not run courses regularly this way and there are plans for a 'normal' evening Alpha in 2025, but it was certainly something that we would repeat in the future.

Beth Yeandle

Community Groups

Community Groups provide a place of belonging where people can know they are loved by God and his people and where they can grow to be more like Jesus. Groups vary in size, demographics and in the frequency and locations of their gatherings.

A significant proportion of members of Holy Rood are in Community Groups. At the end of 2024 there were sixteen Community Groups based at Holy Rood with a total of about 167 members, not including children – a similar number to last year.

Groups are each facilitated by at least two people called 'hosts'. In 2024, Dan, with Community Group Co-ordinators Sue and John Elgie, began creating a risk awareness guide for groups that meet in homes along with a code of conduct for hosts.

Dan Greenfield

Deanery, Diocese and Wider Church

In January 2024, I became Area Dean for Fareham Deanery, which continues to be a great joy.

In our Deanery, we saw a number of new appointments so that, by the end of 2024, only the congregation of St Peter and Paul in Fareham were without their own clergy. This is making a huge difference in the Deanery as wonderful new colleagues are getting stuck in helping our parishes flourish.

We also agreed a new Deanery Plan, based around 'Prayer, Partnership and Planting'. Look out for chances to pray together as a Deanery later this year.

Portsmouth Diocese also agreed a new Strategy and Vision, which you can read about on the Diocesan website. This was an important part of a successful bid for central church funding, which happened in the autumn.

The National Church of England, however, continues to be beset by scandal and difficulty, culminating in the resignation of the Archbishop of Canterbury, Justin Welby, in the autumn. The combination of scandals, cover-ups alongside aging, declining congregations means that the CofE is still a long way from turning things around. Our response is to pray and do all we can at a local level to model best practice and love for our neighbours and community.

Richard England

Eco Group Report

During 2024 the Eco Group comprising of Vicki Edwards, Gill Nolan, Stuart Foster, Julie Mizen, John Elgie and Ady Elston have continued to try and make Holy Rood Church as environmentally friendly as possible. Lots of small changes have taken place but the most notable has been the installation of LED lights throughout. There are still a few to be replaced within the sanctuary, but all other areas are now complete.

We have been able to make these changes because of various grants, including one from the Hammond Hall Memorial Trust. This year we hope to make a few adaptations to our grounds that will not only reduce our carbon footprint but will be of benefit to the wildlife that visits the Holy Rood site.

Ady Elston

Fabric

Holy Rood Church and Parish Centre

One of the big changes that took place in 2024 was the moving and restoration of the font. It now sits much nearer to the door into the church and left far less of a problem with the carpet where it had been before than we were expecting!

The start of the year saw much work carried out on the flower room roof, with the internal ceiling being replaced and redecorated and a new outside door fitted. The fitting of the Veluxes on the centre roof were also given a good clean and this does seem to have helped significantly with the leaks we were experiencing there.

In the autumn a large project to replace lighting in the church and centre took place. All of the lights in the centre are now LED, with work on those in the church sanctuary still ongoing.

Cleaning of the centre has continued to be contracted out with hours varying as required throughout the year.

Our much-loved church boiler continues to keep us warm, and plans are being developed to finance its replacement within the next few years.

The Fabric Maintenance group meet regularly throughout the year, coordinating the work between the Eco, Project and Fabric task groups with help from the finance team. This is helping to prioritise work and balance the needs of the different groups.

During the work on flower room roof, it became apparent that the guttering on the whole of the church had reached the end of its life. A major project has begun to replace it. This is a major financial outlay, expected to be in the region of £50,000. Funds were allocated to the project, with a shortfall of about £15K. Plans were drawn up over the autumn for a fundraising campaign to take place in the new year of 2025. The replacement of the guttering is scheduled to take place by Easter.

Men's Shed

During the Autumn the men's shed building was finally erected and painted. Work on the interior and electricity supply is ongoing.

7 Darren Close

The Curate's house continued to be let commercially all year as it was not required. The property is managed by Eckersley White. Minor maintenance jobs continued throughout the year. The current tenants renewed their lease in December on a rolling monthly basis.

I am so grateful to everyone for their support in maintaining and improving our buildings and particularly to Vicki Edwards, our amazing Parish Manager, who keeps us all going and does a huge amount of work for our buildings, as well as Jim and Gill Nolan who work tirelessly and without whom we would be lost. Also special thanks to Ady Elston who heads up the Eco group, Malcolm Lewis who is our project specialist, and Morton Du Preez, who manages the maintenance schedules and keeps me going! We are also indebted to the support of our wonderful Treasurer Steve Lazell, without whom no bills would be paid.

Martin Yeandle

Mission Giving

Crofton Parish is passionate about its commitment to Mission Giving and sets 8% of its income aside to support Christian and Christian focused charities. Members of the congregation act as advocates. Grants can be up to £1000 each year.

The Crofton Mission Support Team is made up of members of the congregation each with a heart for mission both locally and overseas. They are: Richard England – Chair, Ethel Brokenshire, Sue Elgie – Coordinator, Emily Horne and Nichola Sampford – Churchwarden. Chris Willis stepped down in May and Tim Crowhurst joined the team.

Funds Available

Based on Crofton's income in 2023 our funds available for distribution during 2024 totalled £20,000. The role of the Mission Giving support group is to review applications from members of our congregations who act as advocates for the individual Christian or Christian Ethos charities and to present them to the PCC for scrutiny and approval. A small sum of the total is withheld to provide flexibility for unexpected emergencies and disasters.

During 2024 the PCC agreed the following and it is worth noting that a total of 21 Charities were blessed through the Mission Giving fund.

Up to five long term mission partners can receive £2000. In 2024 there were four – listed below – totalling £8,000.

Note: these long-term mission partners are reviewed annually and once they have received between 3 and 5 years of support they can be replaced. For any charity that is no longer in the top group **the congregational advocate will need to apply for a grant of up to £1000** once applications are called through the weekly parish update early in the year.

In addition, Crofton have made an ongoing commitment to support the work of New Wine amounting to £500.

Charity	Crofton Advocate	Country	Grant
Tear Fund https://www.tearfund.org/	Gill Nolan	Worldwide	£2,000
Open Doors https://www.opendoorsuk.org/	Barbara & Tony Scurr	Worldwide	£2,000
Gosport & Fareham School Pastors https://www.schoolpastors.org.uk/	Karyl Lewis	Local	£2,000
Church Mission Society https://churchmissionsociety.org/	Robin Green	Cambodia	£2,000*
New Wine https://www.new-wine.org/	Richard England	UK	£500
		Total	£8,500

* Church Mission Society is in its last year as a top 5 charity

Wider Distribution

An invitation for advocates to apply for a mission grant was made in early 2024. The following Christian/Christian Ethos charities with advocates in the Crofton Congregation received a grant of up to £1000 each.

Charity	Crofton Advocate	Country	Grant
A2B Aid to the Balkans www.a2balbania.org	Doreen Gilbert	Albania	£800
A-Rocha UK uk@arocha.org	Julie Mizen	UK	£500
CedarOak Support Trust www.cedaroak.org.uk	Dr Melita Lazel & Lisa Samways	Local UK	£1000
Europe to Europe http://europe2europe.co.uk/	Dr Graham Giles	Romania	£1000
Good News for everyone https://goodnewsuk.com/	Iain Windebank	SE Branch Hants, UK	£500
Hope Now http://hopenow.org.uk/	Richard England	Ukraine	£1000
Mustard Seeds https://www.mustardseedsongs.org.uk/mission.phpUK/Africa	Ken Shearsmith	Local UK/Africa	£1000
Scripture Union https://content.scriptureunion.org.uk/	Claire Willis	UK	£1000
School of Ministries https://www.schoolofministries.org/somafrica@schoolofministries.org	Jeff Gennings	Africa	£1000
Tears of Hope (Tears of Hope Orphanage Doreen Matthews)	Doreen Matthews	Namibia	£500
Youth Encouragement services yesuganda@gmail.com	Emily Horne	Uganda	£1000
		Total	£9,300

This left a reserve of £2,200, enabling Crofton parish to respond to a disaster or emergency and any additional needs.

The following Charities received the final grants as shown below:

Charity	Crofton Advocate	Country	Grant
Tear Fund Middle East humanitarian appeal https://www.tearfund.org/campaigns/middle-east-emergency-appeal	Simon Swindells	Middle East	£500
Growing Hope https://growinghope.org.uk/	Richard England	UK	£500
Sophie's Legacy https://www.sophieslegacy.co.uk/	Claire Willis & Children's volunteer team	UK	£500
Children's Society https://www.childrenssociety.org.uk/	Claire Willis & Children's volunteer team	UK	£500
Gosport and Fareham food bank https://friendsofthehomeless.org.uk/		UK	£200
		Total	£2,200

Total Sum of all Mission giving: £20,000

Additionally, Crofton are committed to supporting charities through different 'giving' routes. We are a drop off for non-perishable food, snacks and other small items for both Sophie's Legacy and the Fareham and Gosport food bank.

Sue Elgie

Parochial Church Council

The PCC met six times in 2024, one in every odd numbered month. Our Vicar, Richard England, chaired all but one of the meetings, with Dan Greenfield taking over the chair in November. We've begun each meeting with devotions on a range of topics from being yoked to Christ's pace (and released into his rest) to John 15 and Christ as the true vine with church leadership as a trellis supporting others to fulfil their potential. From the repetition in the Psalms of giving thanks to the Lord, to Acts 14 and the seriously intense times that the apostle Paul went through and yet God's goodness shines through and he has not left himself without witness.

We started the year congratulating our chair on being appointed Area Dean. Later in the year he evidently levelled up when he was then appointed Honorary Canon at Portsmouth Cathedral in the autumn. Beth Yeandle has also moved up to higher responsibilities including running Pastoral Prayer for New Wine and being part of national Church of England groups looking at reforming the Seal of the Confessional and the future direction of safeguarding. Following the APCM in April, PCC said farewell to Richard Craigie, Lis Olaniyan and Lois Gouldstone – although the latter has remained in close contact as Safeguarding Representative. We welcomed Tim Crowhurst, Peter Jeffs & Julie Mizen.

We also began the year with Matt Lockwood's guest presentation on the new church website: "more visually appealing, more photography led, easier to search and better at presenting info". The site went live at the beginning of March. Comms such as fibre into the church and cabling in the sanctuary were also upgraded and matters such as streaming and safeguarding were discussed.

We have considered more mundane matters concerning fabric projects and maintenance, but they are no less vital issues for all that. From moving the font, through the need to replace the guttering, to getting buildings to net zero as part of the Eco Church initiative, there is always work to be done. We began to consider the possibility of selling off Darren Close which is ongoing at time of writing. The Men's Shed was an ongoing concern through the year until it finally arrived in September.

All this barely begins to touch the surface of the continuing work and ongoing updates regarding finance as Steve Lazell keeps a close eye on monies and does a sterling job of presenting figures and budgets in a comprehensible way. Then there is safeguarding, mission giving, health & safety and not to forget of course St Edmunds as Gary Willcocks and Sue Johnson keep us abreast of goings on and the good work being done there on both physical building and developing community and faith.

On the spiritual side, we've considered parish priorities such as being open to the Holy Spirit, discipleship at every life stage via the results of a survey, and on new places & pathways to explore faith. It has also been encouraging to note on several occasions, great news of growth from partner churches: Hope Church, Whiteley and St Mary's, Rowner. Towards the end of the year, it was good to see the much-loved virtual Night Prayer being resumed on Monday evenings.

We do indeed give thanks to the Lord for all he has done across the year and the for the ongoing labours of PCC members. We pray for the work to be a part of our witness to the Lord.

Timothy Collinson

Pastoral Care

During 2024, the pastoral care of every member of our communities continued to be at the heart of what we do in Crofton Parish. The main sources of pastoral care continued to be community groups, the Young at Heart hub and the First Steps midweek group. Prayer ministry continued to be offered at every Sunday morning service and a welcome event was held in February to orientate newcomers.

Pastoral visiting with home communion and visits to nursing homes continued with monthly services held at Glamis Court.

Bereavement care continued for families of those whose funerals were taken by members of the Parish clergy team. In the spring, Pauline Swindells stepped down from her role leading this team after a number of years. We are so grateful for her careful and loving leadership of this group. The work is now coordinated through the office team. An annual memorial service was held in October which was well attended.

As a parish we are always mindful of the need to prioritise our mental health and wellbeing within the love and grace of God. In 2024, we took time to focus on these issues specifically for a week in June when we thought about anxiety.

We are grateful to everyone who shares in our pastoral care across the parish and are aware that much of it happens organically as we reflect Christ's compassion and love to all.

Beth Yeandle

Safeguarding

The PCC recognises that it has the responsibility to provide a safe environment for all within the parish and strives to achieve this aim. Due to the confidential nature of this area of the Parish's work, the PCC has in place a Safeguarding Team consisting of Lois Gouldstone and Vicki Edwards. The safeguarding team, alongside the clergy, meet in person and virtually to discuss any safeguarding issues that have arisen and reports regularly to the PCC. The safeguarding team aims to both react to any issues that arise and also proactively protect and support individuals within the parish.

The Safeguarding Team continues to support the PCC in ensuring that all appropriate safeguarding measures and checks are in place for volunteers. Safe recruitment of new volunteers continues to be used prior to them taking up the post, led by Vicki Edwards. All volunteers are required to follow the Portsmouth Diocese Training programme and complete the level of training set for the post.

This year has been challenging for the Church of England in relation to national and highly publicised safeguarding concerns. The PCC, clergy and the safeguarding team remain committed to ensuring a safe, respectful and accountable environment for all, with a culture of transparency and openness.

Any safeguarding concerns that have arisen this year have been holistically addressed in a timely and appropriate manner. This year has required external safeguarding support, which has been utilised appropriately and matters closed in these cases. Whilst the confidential nature of safeguarding does not allow for a transparent report, an email trail of any concerns and the outcomes has been recorded on the confidential safeguarding account.

Lois Gouldstone

St Edmund's

Besides a gas leak on the central heating system – which was resolved within six hours of it being reported – nothing much out of the ordinary happened at St Edmund's during the year.

The number of services and the congregations attending them continued at the same level as last year.

No new building projects were undertaken during the year.

The necessary inspections (Central Heating, Portable Appliance Testing etc.) and other routine maintenance tasks (e.g. lightbulb changing (the vast majority of the lighting in St Edmund's is now LED), grass cutting, clearing rainwater gutters/drainpipes, cleaning, flower arranging etc.) were successfully undertaken.

The Friends of Crofton Old Church (FOCOC) held their usual social and fund-raising events providing fellowship and money to cover the maintenance of the St Edmund's fabric.

In November 2025 the five yearly Quinquennial and Electrical Inspections are scheduled to take place.

Gary Willcocks

Staff and Volunteers

The operation of Crofton Parish involves numerous volunteers in a variety of roles working alongside and supporting the staff and leadership teams. Thank you to everyone involved who gave generously of their time and skills to serve God within our Parish.

Each year, one volunteer is recognised for their work at the Annual Meeting by presenting them with the Charlie Crane Cross. In 2024 Simon and Pauline Swindells received the award for Simon's work as PCC Secretary as well as on our technical systems and Pauline's work in the Bereavement Team as Coordinator.

Crofton Parish benefits from a committed staff team made up of paid and volunteer roles. During the year the following changes took place:

- Jenny Wilford stood down from her role as Seniors Community Worker
- Emma Sneddon took on the role of Young at Heart Coordinator

We would like to thank Jenny for all her hard work and support as Seniors Community Worker.

During the year we brought the Worship and Comms project, funded by the 2022 Gift Day, to a close. We would like to thank Matt Lockwood and Kathryn England for the time and energy that they put into this.

We are aware that there are people within our congregations with a wide range of gifts and skills. If you feel that God is calling you to use your talents in a particular area, please chat with someone or contact the Parish Office.

Vicki Edwards

Worship and Sound Team

The worship team has flourished this year, with new people joining the team recently. Last year we moved away from mid-week rehearsals to a longer Sunday morning rehearsal before the service, which has proved more effective for the whole team to prepare altogether. Many people, from the congregation and the leadership, have commented on a greater sense of enthusiasm and engagement in the congregational worship, and of God's presence throughout.

Worship Nights

Worship Nights have continued through 2024. These nights are drawing worshippers from around the area each time, not just from Holy Rood. The nights continue to have a free-flowing style that embraces prayer and scripture as well as song.

631 training

We hosted two 631 training events last year that each gathered between 50-60 people from churches around the area, and some from further away that have connected with us through the New Wine network. I've been hearing from other churches who would like help in starting and organising a worship team in their church, and so the hope is to continue to serve the need. I am currently in the planning stages of organising a special guitar tech session with visiting guitar specialists.

Brian Doerksen

One of the big events last year was the visit of well-known songwriter and worship leader Brian Doerksen and his team. We hosted a special training session for local worship teams, followed by an evening concert that saw the church packed out. We're hopeful that we can have Brian come again in the future, depending on his own schedule and time in the UK.

Christmas

The Carols by Candlelight event last year was again a highlight, with a larger choir involved. The choir also included two ladies from the local village who saw the rehearsals advertised on social media and wanted to join in.

Matt Lockwood

Young at Heart

2024 has been another very successful year for the Young at Heart Hub with numbers averaging around 50+. Thank you to our wonderful and faithful team of volunteers, without whom this monthly gathering could not occur. As in previous years, many valuable relationships continue to be forged over a variety of activities, from Rummikub and Scrabble to jigsaws and craft making. Many thanks to Heather Brown and Margaret Quirk for their input on the craft table, which always proves popular. There has even been the odd game of chess!

Young at Heart also provides a valued opportunity to meet with friends over a cup of tea and a slice of cake and to enjoy a few laughs, as well as the chance to engage in more serious conversations with prayer and pastoral support. As always, it is brilliant to witness God's redeeming love in action. Again, there have been visits from Crofton School with much enjoyable and beneficial inter-generational working. One particular highlight occurred in December when yours truly and friends entertained folks with a medley of popular songs, interspersed with a number of Christmas favourites. Other activities, such as quizzes or films have been suggested for future Hub events.

Finally, after more than five years we sadly said 'goodbye' to Jenny and Sue and welcome to Emma Sneddon, whose experience as an Anna Chaplain, is ideally suited for over-seeing a ministry such this. An enormous thank you to Jenny and Sue for all they have given. Their inspiring leadership and excellent pastoral care have been exemplary.

Colin Prestidge

Youth, Children and Families

We give thanks to God for another full and exciting year in our youth, children and families ministry led by Claire Willis.

We continued our families outreach, holding both larger events (an Easter and Christingle Family Fun) and smaller events (a pancake party and a silent disco called Illuminate for junior children and their families). In June, for the second year running Dan oversaw Wolf Camp, a weekend away for dads and male carers and their children in the New Forest. First Steps, our mid-week parent, carer and toddler group ably led by Ethel Brokenshire and team, attracts a community of families and provides the opportunity for further connection with God and church.

In terms of schools engagement, at Crofton School Claire and Dan with the help of Beth Yeandle and Hazel Taylor replaced Christmas and Easter assemblies with Christmas and Easter Religious Education lessons with Years 8 and 7 respectively. Lessons have meant a more engaging approach and more time for students to reflect on the material. This has all been made possible by the Religious Education lead at the school.

Local primary schools continue to have staff visit to lead assemblies as well as come to Holy Rood themselves at Christmas and Easter for services. Crofton Anne Dale School afforded the church two new opportunities for involvement this year: a Rowan's Hospice fundraiser which Dan helped with, and a Christingle-making event which saw Dan and Claire in one day help nearly every child in the federation make a Christingle!

Claire ran the Easter Experience which involves Year 5 children moving in groups between different stations, each station an interactive experience of an event in Jesus' life in the lead up to Easter Weekend. Peel Common School joined us for this experience during a school day and there was an opportunity for families to come after school too.

On Sundays we continue to have three 0 to 11 year old groups: Wrigglers 0 to 2 years 9 months, Scramblers 2 years 9 months to school age (pre-school), and Crofton United 4 to 11 years old (Reception to Year 6). Crofton United combines all primary aged children and has breakout groups for Reception to Year 2, Years 3 to 4 and Years 5 to 6 – all in the hall. Youth groups run on alternating Sundays during the morning and evening services. We've been pleased to expand the youth teams this year.

Dan Greenfield

Structure, Governance and Management

Administrative Information

Holy Rood Church and Parish Centre is situated on Gosport Road, Stubbington. St Edmund's Church is situated on Lychgate Green, Stubbington.

The correspondence address for the Parish is The Parish Office, Holy Rood Church, Gosport Road, Stubbington, Hampshire, PO14 2AS.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2017) and a charity registered with the Charity Commission as charity number 1128473. The members of the PCC are the trustees of the charity.

PCC Membership

Members of the PCC are either ex-officio, co-opted, elected to Deanery Synod or PCC by the Annual Parochial Church Meeting (APCM) or elected to Diocesan Synod in accordance with the Church Representation Rules. Members of the congregations are encouraged to register on the electoral roll and to consider standing for election to the PCC or Deanery Synod.

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

The maximum size of the PCC and number of Deanery Synod members are determined by the size of the parish's electoral roll. In 2013 the APCM agreed to limit the number of PCC representatives to twelve. Each member's elected period is for three years, four members are elected for the full term each year. Crofton Parish has up to five elected members on Deanery Synod.

The scheme, approved at the 2019 APCM, to appoint two deputy churchwardens for St Edmund's continues. Sue Johnson and Gary Willcocks were appointed and have ex-officio places on the PCC.

PCC members who have served at any time during 2024:

Ex-officio PCC Members

Incumbent & PCC Chair	Rev Richard England
Associate Vicar	Rev Dan Greenfield
Assistant Minister	Rev Colin Prestidge
Curate	Rev Beth Yeandle
Churchwardens	Nichola Sampford
	Martin Yeandle
Deputy Church Wardens	Gary Willcocks
(St Edmunds)	Sue Johnson

Elected PCC Members

Elected Members of	Rev Richard England
Diocesan Synod:	Stuart Forster
	Simon Swindells
	Rev Beth Yeandle
	Kathryn England

Elected Members of
Deanery Synod

Dave Brown (from APCM 2023)
Sue Elgie (from APCM 2023)
Stuart Forster (from APCM 2023)
Jim Nolan (from APCM 2023)
Simon Swindells (from APCM 2023)

Elected Members of the PCC

Richard Craigie (until APCM 2024)
Lois Gouldstone (until APCM 2024)
Lis Olaniyan (until APCM 2024)
Carla Grant (from APCM 2024 – 1 year only)
Ethel Brokenshire (from APCM 2022)
Emily Horne (from APCM 2022)
Malcolm Lewis (from APCM 2022)
Timothy Collinson (from APCM 2023)
Ady Elston (from APCM 2023)
Steve Lazell (from APCM 2023)
Chris Willis (from APCM 2023)
Timothy Crowhurst (from APCM 2024)
Peter Jeffs (from APCM 2024)
Ali Lockwood (from APCM 2024)
Julie Mizen (from APCM 2024)

Co-opted Members

n/a

Roles and Committees assigned by PCC

PCC Chair	Rev Richard England
Vice Chair	Martin Yeandle
Secretary	Timothy Collinson
Treasurer	Steve Lazell
Electoral Roll Officer	Vicki Edwards
Standing Committee	Rev Richard England, Timothy Collinson, Steve Lazell, Nichola Sampford, Martin Yeandle
Finance Committee	Steve Lazell, Rev Richard England, Martin Yeandle, Nichola Sampford, Simon Swindells, Brian Cariss, Vicki Edwards
Safeguarding Committee	Rev Richard England, Lois Gouldstone, Vicki Edwards
St Edmund's	Gary Willcocks
Deputy Churchwardens	Sue Johnson
Data Compliance Officer	Vicki Edwards
Accessibility Awareness	Simon Swindells
Safeguarding Representative	Lois Gouldstone
Health & Safety	Ady Elston

PCC Working Groups

HR Fabric (Maintenance)	Martin Yeandle, Morton du Preez, Jim Nolan
HR Fabric (Projects)	Mal Lewis, Ady Elston, Jim Nolan
Mission Giving	Sue Elgie, Rev Richard England, Ethel Brokenshire, Jeff Gennings, Emily Horne, Nichola Sampford, Chris Willis
Eco Church	Ady Elston, Vicki Edwards, John Elgie, Stuart Foster, Julie Mizen, Gill Nolan
Staffing	Vicki Edwards, Nichola Sampford

Clergy and other licensed ministers

At the end of 2024 the following are licensed to officiate at services in the Parish:

Vicar	Rev Richard England
Associate Vicar	Rev Dan Greenfield
Assistant Minister	Rev Colin Prestidge
Curate	Rev Beth Yeandle
Retired Clergy	Rev Ted Goodyer, Rev Hugh Ellis, Rev Jenny Ellis
Readers and Permission to Officiate	Colleen Tsang, Gary Willcocks, Karen Wainwright
Licensed Lay Minister (LLM)	Lindsey Crowhurst, Kathryn England, Matt Lockwood

Staff Team

At the end of 2024, the Parish leadership team which comprises paid and volunteer members was:

Vicar	Rev Richard England
Vicar's PA	Sue Elgie
Worship Team Leader	Matt Lockwood
Parish Manager	Vicki Edwards
Assistant Minister	Rev Colin Prestidge
Curate	Rev Beth Yeandle
Associate Vicar	Rev Dan Greenfield
St Edmund's	Gary Willcocks
Seniors	Emma Sneddon
Youth and Children	Claire Willis

Staff Employed by the PCC in 2024

Children, Youth & Families Team Lead	Claire Willis
Parish Manager	Vicki Edwards
Seniors	Emma Sneddon

Contract Positions working for PCC in 2024

Occasions Administration	Gill Nolan
Cleaner	Kerena Ferris
Worship & Comms	Matt Lockwood
Digital Comms	Kathryn England

Payments to PCC Members or people Connected to PCC Members

The PCC are aware of several cases where PCC members, or others closely connected to PCC members, are either employed or receive payments from the PCC. The PCC ensure that these PCC members are not involved in discussion or decisions involving their payment or the connected person's payments.

Employed PCC members in 2024

- n/a

PCC members with Connected Persons receiving payments in 2024

- Richard England connected to Kathryn England
- Ali Lockwood connected to Matt Lockwood
- Jim Nolan connected to Gill Nolan
- Sue Elgie connected to Claire Willis
- Christopher Willis connected to Claire Willis

Worship Services and Statistics

Worship

During 2024 St Edmund's held an 0930 service each week.

At Holy Rood there was a 1000 morning service each week which was livestreamed to Facebook. An evening service was held at 1900 on all but the first Sunday of the month apart from during July and August. There was also a weekly 1000 service every Thursday.

Attendance Statistics

The Parish's statistics were reported to the Diocese as normal and show a far more accurate representation of the Parish. The numbers shown in brackets are the figures for 2023.

	Holy Rood	St Edmund's	Total
Electoral Roll at APCM			359 (366)
Average Sunday Attendance Adults	139 (143)	48 (47)	187
Average Sunday Attendance under 16s	30 (33)	1 (1)	31
Easter Day Attendance	264 (247)	71 (80)	335
Advent special service in-person attendance	919 (1008)	159 (170)	1078
Christmas Eve & Day in-person attendance	328 (453*)	204 (269*)	532
Worshipping Community	434 (453)	126 (136)	560
Children baptised	7 (7)	0 (0)	7
Children brought for thanksgiving	3 (0)	0 (0)	3
Youth & adults baptised	4 (0)	0 (0)	4
Number of couples married or blessed	1 (5)	3 (1)	4
Funerals in church or conducted by minister	20 (24)	20 (16)	40

* Christmas Eve in 2023 was on a Sunday so numbers shown include Morning Service attendance.

Annual Accounts



**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF CROFTON, STUBBINGTON**

**ANNUAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

Registered Charity Number 1128473

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CROFTON, STUBBINGTON

I report to the charity trustees on my examination of the accounts of the PCC of the Ecclesiastical Parish of Crofton for the year ended 31st December 2024.

Responsibilities and basis of report

As the charity's trustees of the Ecclesiastical Parish of Crofton (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Ecclesiastical Parish of Crofton are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Crofton Parish's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I 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.

Signed:



Name: Mr Richard Kendall ACMA
Member, Chartered Institute of Management Accountants
Address: 65, Garstons Close, Titchfield, Fareham, PO14 4EP
Date: 11/02/2025

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 DECEMBER 2024

Note – throughout the financial report, there may be minor discrepancies in the totals if the pence are not being shown due to rounding

Crofton PCC Statement of Financial Activities For the period from 01 January 2024 to 31 December 2024

	Unrestricted funds	Restricted funds	Total funds	Prior year total funds
Incoming resources				
Incoming resources from generated funds	-	-	-	-
Voluntary income	287,082	5,243	292,326	246,153
Activities for generating funds	-	-	-	-
Investment income	33,314	2,288	35,602	33,745
Incoming resources from charitable activities	25,884	3,207	29,091	25,802
Other incoming resources	5,938	138	6,076	4,954
Total income	352,219	10,876	363,094	310,654
Resources used				
Cost of generating funds	-	-	-	-
Cost of generating voluntary income	-	-	-	-
Fundraising trading cost of goods sold and other costs	-	-	-	-
Investment management costs	-	-	-	-
Charitable activities	365,642	5,769	371,411	346,115
Governance costs	233	60	293	169
Other resources used	-	-	-	-
Total expenditure	365,875	5,829	371,704	346,284
Net income / (expenditure) resources before transfer	(13,656)	5,047	(8,609)	(35,630)
Transfers:				
Gross transfers between funds - in	49,291	1,233	50,525	1,866
Gross transfers between funds - out	(49,817)	(708)	(50,525)	(1,866)
Other recognised gains / losses				
Gains/losses on investment assets	-	15,666	15,666	34,461
Gains on revaluation, fixed assets, charity's own use	-	-	-	-
Net movement in funds	(14,182)	21,239	7,057	(1,168)
Reconciliation of funds				
Total funds brought forward	654,230	475,194	1,129,424	1,130,592
Total funds carried forward	640,048	496,433	1,136,481	1,129,424

There may be minor discrepancies in the totals if the pence are not being shown

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

BALANCE SHEET AS AT 31 DECEMBER 2024

Crofton PCC Balance Sheet (Summary)

	As at 31/12/2024	As at 31/12/2023
Fixed assets		
Tangible Assets	528,760	518,322
Investments	322,548	306,881
	851,307	825,203
Current assets		
Debtors	19,527	6,067
Cash At Bank And In Hand	292,526	328,110
	312,052	334,178
Liabilities		
Creditors: Amounts Falling Due In One Year	26,878	29,956
	26,878	29,956
Net current assets less current liabilities	285,174	304,222
Total assets less current liabilities	1,136,481	1,129,424
Liabilities		
Total net assets less liabilities	1,136,481	1,129,424
Represented by		
Unrestricted		
Unrestricted - General Funds	562,516	570,080
Designated		
Designated - AV & IT	3,564	4,659
Designated - Community Mission Fund	12,049	13,488
Designated - Gift Day 2022 Hardship	3,815	4,515
Designated - Gift Day 2022 Staffing	6,194	9,346
Designated - Holy Rood Repairs	-	4,000
Designated - LED Lighting	145	-
Designated - Mens Shed	36,499	19,370
Designated - OPEN	4,961	4,961
Designated - Seniors Worker	4,543	14,543
Designated - Staff Wellbeing	5,763	5,793
Designated - Youth Work	-	3,476
Restricted		
Restricted - Agency collection	1,683	1,683
Restricted - Audio Visual Fund	825	825
Restricted - Bible Reading Notes	56	358
Restricted - Church Gable Reserve Fund	2,681	2,681
Restricted - Fixed Asset Restricted Fund	28,178	29,422
Restricted - Flower Fund - End Of Year	537	537
Restricted - FOCOC - End of Year	438,032	414,973
Restricted - Organ Fund	11,951	11,818
Restricted - St Edmund's Higgins Wilson	12,489	12,897
Fund Totals	1,136,481	1,129,424

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005

1.2 Funds

Restricted funds represent:

(a) income which may be expended only on those restricted objects provided in the terms of the bequest, and

(b) donations or grants received for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

1.3 Incoming resources

Voluntary income and capital sources

Planned giving, collections and donations are recognised when received by or on behalf of the PCC.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. All incoming resources are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognized in the same accounting year.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments at 31 December. This applies to the CBF Investment Fund (restricted, FOCOC).

1.4 Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is recognised when it is incurred and is accounted for gross.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON
STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

1.5 Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the accounts by Section 10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £500 or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other fixed assets

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	2% straight line
Equipment	20% reducing balance
Fixtures, fittings & equipment	15% reducing balance
Men's Shed building (Equipment)	10 year (10%) straight line (duration of lease)

Individual items of capital expenditure with a purchase price of £1000 or less are written off when the asset is acquired.

1.6 Investments

Investments are valued at market value at 31 December 2024

1.7 Current assets

Amounts owing to the PCC at 31 December 2024 in respect of all income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

1.8 Stock

Stock is valued at the lower of cost and net realisable value.

1.9 Pensions

The PCC operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme. From 1 February 2017 the PCC has been operating a Workplace Pension scheme with Nest pensions in accordance with legislation and direction from the Diocese.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

Crofton PCC Analysis of income and expenditure Selected period: 01 January 2024 to 31 December 2024

	General	Designated	Restricted	Total	
				This year	Last year
Incoming resources					
Incoming resources from generated funds					
0101 - Gift Aid - Bank S/O	23,958	-	360	24,318	24,246
0102 - Gift Aid - Bank S/O Specific Income	-	-	-	-	-
0110 - Parish Giving Scheme Income	120,662	-	-	120,662	120,171
0120 - Non Gift Aid Envelope Scheme	-	-	-	-	114
0201 - Other Planned Giving (inc CAF chq)	13,607	-	-	13,607	13,916
0301 - Loose Plate Collections	12,536	-	830	13,366	11,637
0501 - Gift Aid - One Offs	10,471	-	2,787	13,258	17,791
0502 - Gift Aid - One Offs Specific Income	14,792	-	-	14,792	-
0550 - Non Gift Aid - One Offs	3,621	-	20	3,641	4,506
0551 - Non Gift Aid - One Offs Specific Income	5,833	-	-	5,833	-
0560 - Specific Project Income	-	-	-	-	-
0601 - Tax Recoverable on Gift Aid	15,833	-	882	16,715	12,896
0602 - Tax Recoverable on PGS Giving	28,257	-	-	28,257	28,242
0701 - Legacy - Whole Parish	-	-	-	-	-
0702 - Legacy - Holy Rood	-	-	-	-	-
0703 - Legacy - St Edmunds	-	-	-	-	-
0704 - Grant - Income	4,320	32,000	-	36,320	11,070
0705 - CK Grant Income	30	-	-	30	-
0706 - Crofton 2020 Income	-	-	-	-	-
0801 - Specific Donation Income (2010 only)	-	-	-	-	-
0901 - Sundry Donations	787	377	364	1,528	1,565
1020 - Bank Interest	6,281	-	2,288	8,568	7,015
1021 - Dividend Income	-	-	-	-	-
1030 - Rent - Property	16,033	-	-	16,033	15,730
1031 - Rent - Mast	11,000	-	-	11,000	11,000
Incoming resources from generated funds Totals	288,019	32,377	7,531	327,927	279,898
Incoming resources from charitable activities					
1230 - Hall Hire	18,650	-	-	18,650	15,456
1231 - Coffee Income	-	-	-	-	10
1232 - Office Income	857	-	-	857	742
1233 - Traidcraft Income	-	-	-	-	-
1234 - Other Income (First Steps)	1,056	-	-	1,056	884
1235 - Other Income (Incl New Wine)	48	325	3,207	3,580	2,925
1236 - Other Income (Alpha, Yng at Hrt)	1,353	-	-	1,353	1,329
1237 - CK Ongoing Income	130	-	-	130	363
1238 - Other Income (Other)	3,466	-	-	3,466	4,094
Incoming resources from charitable activities	25,559	325	3,207	29,091	25,802
Other incoming resources					
1101 - Other Incoming Resources	5,918	20	138	6,076	4,954
Other incoming resources Totals	5,918	20	138	6,076	4,954
Incoming resources Grand totals	319,497	32,722	10,876	363,094	310,654

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

	Total				
	General	Designated	Restricted	This year	Last year
Resources used					
Charitable activities					
1801 - Missionary Tithes	20,000	-	-	20,000	20,000
1851 - Other Mission Giving	-	-	-	-	1,785
1901 - Diocesan Parish Share	172,404	-	-	172,404	164,196
XXX - Staff Costs including Worship and Comms	55,077	6628	-	61,705	59,908
2101 - Working Exp of Clergy	2,456	30	-	2,486	2,399
2102 - Working Exp of Youth Worker	95	-	-	95	64
2130 - Parsonage House Exp (Vicarage only)	845	-	-	845	542
2170 - Education & Training Budget	518	820	-	1,338	200
2180 - Alpha Costs	32	-	-	32	46
2202 - Youthwork Costs	163	-	-	163	1,346
2203 - Children and Youth Ministry Resource Mat	443	-	-	443	1,834
2301 - Church Running - Insurance	4,958	300	-	5,258	4,800
2310 - Church Running - Office Costs	4,041	-	-	4,041	4,515
2320 - Church Running - Coffee Costs	955	-	-	955	1,253
2330 - Holy Rood Church Maintenance Exc: QQ	8,428	-	-	8,428	3,614
2331 - Cleaning - Church Centre & Other	6,009	-	297	6,306	7,436
2332 - HR Church QQ Maintenance	405	-	-	405	1,616
2333 - Centre Consumables	929	-	-	929	1,254
2334 - Structural Projects	3,294	23,855	-	27,149	14,627
2335 - Maintenance Projects	-	-	1,033	1,033	8,861
2340 - Upkeep of Services	795	-	-	795	640
2345 - Flowers	1,204	-	-	1,204	1,010
2350 - Upkeep of Churchyard	413	-	408	821	317
2362 - Licence Fees	1,721	-	-	1,721	1,492
2363 - Publicity	245	-	-	245	489
2365 - Other Expenses	6,412	3,768	1,961	12,141	9,283
2370 - Outreach - First Steps	139	-	-	139	249
2371 - Outreach - Oldr Prsns Wrkr / Yng at Hrt	110	-	-	110	466
2376 - CK Ongoing Exp	1,168	-	-	1,168	1,637
2379 - Leadership Team Exp Worship	260	-	-	260	215
2401 - Church Utility - Electric	6,269	-	-	6,269	5,812
2410 - Church Utility - Gas	9,409	-	-	9,409	6,616
2420 - Church Utility - Water	429	-	-	429	251
2450 - AV / PA System Expenses	602	290	825	1,717	563
2501 - General Depreciation	13,734	2,824	-	16,558	14,046
2502 - Restricted Depreciation	-	-	1,244	1,244	1,291
2561 - Waste Contract	953	-	-	953	867
2841 - Darren Close Costs	2,211	-	-	2,211	574
Charitable activities Totals	327,127	38,515	5,769	371,411	346,115
Governance costs					
2601 - Governance Costs & Audit Fee	-	-	-	-	-
2602 - Governance Costs (Bank Charges)	233	-	60	293	169
Governance costs Totals	233	-	60	293	169
Resources used Grand totals	327,360	38,515	5,829	371,704	346,284

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

4. Analysis of Fund Movements

Crofton PCC Fund movement summary Selected period: 01 January 2024 to 31 December 2024

Fund	Brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Carried forward
AV - Audio Visual Fund	825	-	825	825	-	825
AVT - AV & IT	4,659	20	290	(825)	-	3,564
BRN - Bible Reading Notes - End of Year	358	138	139	(300)	-	56
Cr2020 - Community Mission Fund	13,488	-	1,440	-	-	12,049
FArest - Fixed Asset Restricted Fund	29,422	-	1,244	-	-	28,178
Flower - Flower Fund - End Of Year	537	-	-	-	-	537
FOCOC - FOCOC - End of Year	414,973	10,305	2,912	-	15,666	438,032
GDHARD - Gift Day 2022 Hardship	4,515	-	700	-	-	3,815
GDSTAFF - Gift Day 2022 Staffing	9,346	-	3,152	-	-	6,194
HigginsWil - St Edmund's Upkeep Legacy Higgins Wilson	12,897	-	408	-	-	12,489
HRR - Church Gable Reserve Fund	2,681	-	-	-	-	2,681
HRRRepairs - Holy Rood Repairs	4,000	-	4,000	-	-	-
LED - LED Lighting	-	20,000	19,855	-	-	145
MensShed - Mens Shed	19,370	12,702	5,573	10,000	-	36,499
OPEN - OPEN	4,961	-	-	-	-	4,961
Organ - Organ Fund	11,818	433	300	-	-	11,951
SnrWkr - Seniors Worker	14,543	-	-	(10,000)	-	4,543
StaffWell - Staff Wellbeing	5,793	-	30	-	-	5,763
Stares - Youth Work	3,476	-	3,476	-	-	-
General - General fund	570,080	319,497	327,360	300	-	562,516
Totals	1,127,741	363,094	371,704	-	15,666	1,134,798

including agency fund, total is shown below:

Total Above	£1,134,798
Agency Collection & Other	£ 1,683 ¹
TOTAL balance sheet	£1,136,481

¹ Rounded value – note that agency collection movements in the table above should be ignored as they are incorrectly included in the report by the accounting software. The total fund balance above needs to be adjusted by the Agency collection and other value, which was £1,683 at the end of 2024, and which is shown on page 4. This value represents the total of agency balances within nominals 6501 and on 6699, plus other minor fund adjustments.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON
STUBBINGTON
NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

5. Employees

Number of employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Parish Manager	1.0	1.0
Child and Youth Team Leader	1.0	1.0
Total	2.0	2.0

In addition to the above, the PCC used Gift Day 2022 resources to fund temporary part time roles within areas of worship, communications and, at the end of the year, the Young at Heart Coordinator (<0.2 FTE in total).

Staff Costs

	2024	2023
	£	£
Wages and salaries	56,835	53,682
Social security costs	-	-
Other pension costs	1,718	1,572
Total	58,553	55,254
Comms, Worship, YAH*	3,152	4,654
TOTAL	61,705	59,908

* payments using designated funds from the 2022 Gift Day for Comms, Worship and Young at Heart Co-ordinator

There were no employees whose annual emoluments were £60,000 or more.

There were no disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

The staff numbers reflect the number of people employed and not the hours they work.

There are two full time employees during the whole of 2024.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON
STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

6. Tangible fixed assets for use by the PCC

	Land and Buildings	Men's Shed	Equipment	Fixtures & Fittings	TOTAL
Cost					
At 1 January 2024	540,010	-	51,630	94,369	686,009
Additions	-	28,240	-	-	28,240
At 31 December 2024	540,010	28,240	51,630	94,369	714,249
Depreciation					
At 1 January 2024	40,629	-	43,162	83,896	167,687
Charge for the year	10,800	2,824	2,602	1,576	17,802
At 31 December 2024	51,429	2,824	45,764	85,472	185,489
Net book value					
At 31 December 2023	499,381	-	8,468	10,473	518,322
At 31 December 2024	488,581	25,416	5,866	8,897	528,760

7. Fixed asset investments for use by the PCC

	CBF Investment Fund
Value at 1 st January 2024	£306,881
Increase in market value	£15,667
Reduction in market value	£
Value at 31 st December 2024	£322,548

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON
STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

8. Debtors and Prepayments

	2024 £	2023 £
Deposit paid for rainwater goods (guttering)	11,471	-
Other income relating to 2024, banked in early 2025	1,473	-
Income tax (Gift aid) recoverable	<u>6,583</u>	<u>6,067</u>
TOTAL	19,527	6,067

9. Liabilities: amounts falling due within one year

	2024 £	2023 £
Charitable giving	20,000	20,000
Agency accounts	(775)	396
Accruals and deferred income	<u>7,653</u>	<u>9,560</u>
TOTAL	26,878	29,956

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

10. Statement of Assets and Liabilities by Fund

Crofton PCC Statement of Assets and Liabilities (by fund) As at: 31 December 2024

			Balance	Previous balance
Investments				
6461: CBF Investment Fund				
FOCOC - End of Year	Restricted		322,548	306,881
			322,548	306,881
	Investments		322,548	306,881
Tangible Assets				
6430: Freehold Property Cost b/f				
Fixed Asset Restricted Fund	Restricted		50,010	50,010
General fund	Unrestricted		490,000	490,000
			540,010	540,010
6434: Freehold Property Depreciation b/f				
Fixed Asset Restricted Fund	Restricted		(22,029)	(21,029)
General fund	Unrestricted		(29,400)	(19,600)
			(51,429)	(40,629)
6440: Equipment Cost b/f				
Fixed Asset Restricted Fund	Restricted		25,761	25,761
General fund	Unrestricted		39,085	39,085
			64,846	64,846
6441: Equipment Additions				
Audio Visual Fund	Restricted		825	825
Fixed Asset Restricted Fund	Restricted		(825)	(825)
Mens Shed	Designated		28,240	-
			28,240	-
6442: Equipment Disposals				
Fixed Asset Restricted Fund	Restricted		(12,147)	(12,147)
General fund	Unrestricted		(1,069)	(1,069)
			(13,216)	(13,216)
6444: Equipment Depreciation b/f				
Fixed Asset Restricted Fund	Restricted		(23,133)	(23,042)
General fund	Unrestricted		(30,923)	(28,330)
			(54,055)	(51,371)
6445: Equipment Depreciation in year				
Fixed Asset Restricted Fund	Restricted		(72)	(91)
Mens Shed	Designated		(2,824)	-
General fund	Unrestricted		(2,530)	(2,593)
			(5,426)	(2,684)
6446: Equipment Depreciation Disposal				
Fixed Asset Restricted Fund	Restricted		9,877	9,877
General fund	Unrestricted		1,017	1,017
			10,893	10,893

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON
STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

10. Statement of Assets and Liabilities by Fund (contd)

Crofton PCC			
Statement of Assets and Liabilities (by fund)			
As at: 31 December 2024			
		Balance	Previous balance
6450: Fixtures & Fittings Cost b/f			
Fixed Asset Restricted Fund	Restricted	46,479	46,479
General fund	Unrestricted	33,282	33,282
		79,761	79,761
6451: Fixtures and Fittings Additions			
General fund	Unrestricted	18,162	18,162
		18,162	18,162
6452: Fixtures and Fittings Disposals			
Fixed Asset Restricted Fund	Restricted	(2,544)	(2,544)
General fund	Unrestricted	(1,010)	(1,010)
		(3,554)	(3,554)
6454: Fixtures & Fittings Depreciation b/f			
Fixed Asset Restricted Fund	Restricted	(44,571)	(44,371)
General fund	Unrestricted	(41,926)	(40,273)
		(86,497)	(84,644)
6455: Fixtures and Fittings Depreciation in yr			
Fixed Asset Restricted Fund	Restricted	(172)	(200)
General fund	Unrestricted	(1,404)	(1,653)
		(1,576)	(1,853)
6456: Fixtures and Fittings Deprec'n Disposals			
Fixed Asset Restricted Fund	Restricted	1,770	1,770
General fund	Unrestricted	831	831
		2,601	2,601
	Tangible Assets	528,760	518,322

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON

STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

10. Statement of Assets and Liabilities by Fund (contd)

Crofton PCC Statement of Assets and Liabilities (by fund) As at: 31 December 2024

		Balance	Previous balance
Cash At Bank And In Hand			
6501: CAF Bank Crofton PCC			
AV & IT	Designated	3,564	4,659
Flower Fund - End Of Year	Restricted	537	537
Church Gable Reserve Fund	Restricted	2,681	2,681
LED Lighting	Designated	145	-
Men of GOD Ministry	Designated	(40)	(40)
Organ Fund	Restricted	10,851	10,771
Staff Wellbeing	Designated	5,763	5,293
Youth Work	Designated	-	3,476
Youthwork Fund	Restricted	280	280
General fund	Unrestricted	23,709	8,849
Agency collection	Restricted	26	1,197
		47,516	37,702
6503: CBF General Fund			
Community Mission Fund	Designated	12,049	13,488
Gift Day 2022 Hardship	Designated	3,815	4,515
Gift Day 2022 Staffing	Designated	6,194	9,346
St Edmund's Upkeep Higgins Wilson	Restricted	12,489	12,897
Holy Rood Repairs	Designated	-	4,000
OPEN	Designated	4,961	4,961
Seniors Worker	Designated	4,543	14,543
General fund	Unrestricted	48,871	24,488
		92,921	88,238

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON
STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

10. Statement of Assets and Liabilities by Fund (cont'd)

Crofton PCC				
Statement of Assets and Liabilities (by fund)				
As at: 31 December 2024				
			Balance	Previous balance
6505: FOCOC CAF				
	FOCOC - End of Year	Restricted	58,920	54,049
			58,920	54,049
6506: CBF Organ Fund				
	Organ Fund	Restricted	1,054	1,001
			1,054	1,001
6509: FOCOC CBF				
	FOCOC - End of Year	Restricted	56,075	53,953
			56,075	53,953
6511: Bible Reading				
	Bible Reading Notes - End of Year	Restricted	56	358
			56	358
6513: Charity Bank				
	General fund	Unrestricted	24,752	73,259
			24,752	73,259
6516: Mens Shed				
	Mens Shed	Designated	11,083	19,370
			11,083	19,370
6590: CASH - Crofton PCC				
	General fund	Unrestricted	90	90
			90	90
6591: FoCOC CASH A/c				
	FOCOC - End of Year	Restricted	57	90
			57	90
	Cash At Bank And In Hand		292,526	328,110

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

10. Statement of Assets and Liabilities by Fund (contd)

Crofton PCC Statement of Assets and Liabilities (by fund) As at: 31 December 2024

		Balance	Previous balance
Debtors			
6480: Debtor - Gift Aid & Other			
FOCOC - End of Year	Restricted	433	-
Organ Fund	Restricted	45	45
Staff Wellbeing	Designated	-	500
General fund	Unrestricted	19,049	5,522
		19,527	6,067
	Debtors	19,527	6,067
Agency Accounts			
6699: Agency collections			
General fund	Unrestricted	(13)	(13)
Agency collection	Restricted	(762)	409
		(775)	396
	Agency Accounts	(775)	396
Creditors: Amounts Falling Due In One Year			
6690: Charitable Giving Provision			
General fund	Unrestricted	20,000	20,000
		20,000	20,000
6695: Accruals Other			
General fund	Unrestricted	7,653	9,561
		7,653	9,561
Creditors: Amounts Falling Due In One Year		27,653	29,561
Grand Total		1,136,481	1,129,424

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

11. Breakdown of Cash and Bank Accounts by Fund Type at December 2024

		Unrestricted	Restricted	Total
6501	: CAF Bank Crofton PCC	33,141	14,375	47,516
6505	: FOCOC CAF	-	58,920	58,920
6511	: Bible Reading Bank Account	-	57	57
6513	: Charity Bank	24,752	-	24,752
6516	: Men's Shed	11,083	-	11,083
6590	: CASH - Crofton PCC	90	-	90
6591	: FoCOC CASH A/c	-	57	57
TOTAL Current Accounts and Cash		69,066	73,409	142,475
6503	: CBF General Fund	80,433	12,489	92,922
6506	: CBF Organ Fund	-	1,054	1,054
6509	: CBF FOCOC	-	56,075	56,075
Total Deposit Accounts		80,433	69,618	150,051
Total Bank and Cash in hand		149,499	143,027	292,526
<i>Memo:</i>				
6461	: CBF Investment Fund (FOCOC)	-	322,548	322,548
Grand Total Including Investments		149,499	465,575	615,074

Balance as at 31/12/23 was £634,991. Cash and investment value has reduced by £19,917.

Of the c. £149,000 unrestricted balance, £63,000 relates to legacies and designated funds, with £86,000 of funds remaining for general purposes.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2024

Financial Summary

General Fund – reserves maintained – largely to a generous 2024 Gift Day

During 2024 the level of cash reserves on our general fund (the key measure that we monitor very closely) increased by £8,000. This reflected an underlying deficit of £17,000 but this was more than offset by £25,000 of generous donations from our Gift Day. Excluding the Gift Day, income grew by around 4% compared to 2023, but costs were 8% higher, due mainly to a combination of higher parish share and higher maintenance costs.

During 2024 we continued to spend our designated reserves, including legacies. The main area of expenditure was just under £20,000 on LED lighting in the church and the centre – this project was not fully complete at the end of the year, but costs incurred in 2024 were all funded by a generous grant from the Hammond Hall Trust. Additional costs spent in 2024 were the repair of the flower room roof (more than £5,000), costs associated with moving the church font (£5,000) and a £12,000 deposit for replacement guttering on the church building which are expected to be installed in March 2025. We also spent a further £4,000 of the £19,000 that was received in response to the 2022 Gift Day, mainly to support our communications and worship ministries and more recently funding our part time Young at Heart coordinator role. Finally, we used the remaining £3,500 of the Stares legacy to support our Youthwork activities.

The Men's Shed initiative started the year with £19,000 of reserves. Nearly £13,000 of new income was raised, mainly through two grants, and £31,000 was incurred, mainly to pay for the building and associated groundworks. During the year, the PCC agreed to transfer £10,000 from the designated seniors fund to the Men's shed fund, leaving £11,000 of funds in the Men's Shed fund to pay for the installation of electricity, flooring and other expenditure. In early 2025 the Men's Shed were advised of a new grant of just under £10,000 which will provide additional funding for these activities (not in these accounts).

At the end of 2024, our cash reserve balance on the general fund, including legacies and designated funds, stands at £149,000. This includes £12,000 of unspent legacies. It also includes following designated cash balances (rounded): £12,000 for community mission activities, £4,000 for seniors' ministry, £3,000 for AV and IT equipment, £5,000 for staff wellbeing, £5,000 for our OPEN ministry (or similar activities), £10,000 from the 2022 Gift Day, £11,000 for the Men's Shed initiative. The remaining cash balance of £87,000 (which increased by £8,000 in 2024 as described above) and which represents just over 3 months of expenditure, and meets the level that we target in our reserves policy (see below).

Looking ahead to 2025, our budget assumes that we will be able to retain c. £80,000 in our general fund at the end of the year, but this will require a c. 5% increase in income. We also need to raise £15,000 to pay for the rest of the church guttering project which is due to be completed in March 2025. If we cannot raise this money, the costs will need to be paid out of our general fund. We trust that the level of income from new joiners to our parish, from one off donations, and from giving from existing members will grow slightly.

Total position including restricted funds

Our total cash fund balance, including restricted funds, reduced by £20,000 the year. General funds (including those designated for specific purposes) reduced by £42,000 (due mainly to costs associated with the guttering project and use of other designated funds to pay for repairs to the flower room roof and to move the church font), whereas restricted funds grew by £22,000. The £22,000 increase was mainly due to additional FOCOC funds. We saw the value of the FOCOC Annie [Nancy] Price investment fund increase by £16,000 (this now has a value of just under £323,000, which is significantly higher than the £144,000 initial donation in 2016). As such, total funds (bank, cash and investments) reduced by £20,000.

In total, our accounting income in 2024 was £363,000. This is £42,000 higher than in 2023, mainly due to the 2024 Gift Day (£25,000) and a grant from the Hammond Hall for our LED lighting project (£20,000) offset by other movements. Total costs in 2024 were £372,000, which was £26,000 higher than in 2023. This increase mainly reflects additional costs associated with the LED lighting project, roof repairs and costs associated with moving the church font (the main project in 2023 being the staging project, which was less expensive). In total this meant that we had a £9,000 accounting deficit in 2024 for both general and restricted activities combined, including non-cash movements such as depreciation and provisions. Once the £16,000 positive revaluation in our restricted investment is added, this results in a £7,000 increase in total funds.

Legacy Policy

The PCC has a policy to use legacies for specific projects and not to 'lose' them in general funds. The legacies we receive are hugely helpful to the parish and we hope that more parishioners will consider leaving a legacy in the coming years.

Reserves Policy

In 2011 the PCC agreed that three months' running costs should be retained as reserves. As our costs are typically around £320,000 each year, this means that approximately £80,000 should be held in reserve. As described above, excluding legacies and amounts earmarked for specific initiatives (e.g. seniors, AV and IT, staff wellbeing), our remaining general fund cash balance at the end of 2024, which is £87,000 meets this policy. However it may be necessary, during 2025, to use some of our designated funds to support general reserves, in order to maintain this level of provision, but we hope that increases in giving and other income growth will mean this is not necessary. The PCC carefully and regularly monitor reserves and we aim to strike the right balance between being good stewards of the resources we have, but also being generous supporters of the work that God is doing in our parish.

Accounts



**2023 Report and Accounts for the
Parochial Church Council of
the Ecclesiastical Parish of
Crofton, Stubbington
Charity number 1128473**



Contents

Preface.....	3
Aim and Purposes	4
Vicar's Report.....	5
A Timeline for Crofton Parish in 2023.....	6
Ministry Area Reports for 2023	7
Pastoral Care	7
Alpha	7
Community Groups	7
Youth, Children and Families	8
Young at Heart	9
Worship Ministry	10
Online Presence (Social Media)	11
Safeguarding	12
Mission Giving	13
ECO Group	14
Administration	15
Staff and Volunteers	15
Fabric Reports	17
Holy Rood Church and Parish Centre	17
7 Darren Close	18
St Edmund the Martyr Church	18
PCC Report	19
Structure, Governance and Management.....	20
Administrative Information	20
PCC Membership	20
Clergy and other licensed ministers	22
Staff Team	23
Payments to PCC Members or people Connected to PCC Members	24
Employed PCC members in 2023	24
PCC members with Connected Persons receiving payments in 2023	24
Worship Services and Statistics.....	25
Worship	25
Attendance Statistics	25
Annual Report Approval	26

Preface

This document has been produced by the Parochial Church Council of Crofton Parish to fulfil two legal requirements:

1. The Church Representation Rules (Rule 9(1) (b)) require 'an annual report on the proceedings of the parochial church council and the activities of the parish generally' to be received by the Annual Parochial Church Meeting (APCM). The meeting is then free to discuss it.
2. As a registered charity Crofton Parish receives certain financial benefits from the government. The PCC members are trustees of this charity. The charity must provide an annual report and accounts to the Charity Commission to show responsible management and use of its funds. To qualify as a charity, it is also required to demonstrate that its aims are for the public benefit.

Those are the legal requirements; however, it is also an opportunity for the church to see just how much God has done throughout the year and to celebrate all the work that is done by clergy and volunteers.

This report has been compiled with increasing delight at seeing so much of the detail of what goes on in Crofton Parish. The terrific contribution of Vicki Edwards and Simon Swindells in helping put this together as well as for their encouragement should not go unremarked. Thank you.

Aim and Purposes

The Parochial Church Council [PCC] of Crofton Parish has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC has responsibility for the parish church of Holy Rood and the church of St Edmund the Martyr. It also has maintenance responsibilities for Holy Rood Church Centre and 7 Darren Close (a residential house).



Vicar's Report

Since 2021, our mission statement has been to be 'the heart of God at the heart of our community'. It's wonderful to see the many ways in which that hope is lived out in our churches and in the lives of our parish members.

There's too much going on for me to mention it all, but let me share a few highlights:

- We ran 2 Alpha courses last year, and supported Hope Church Whiteley to run their first ever Alpha. Seeing people discover faith in Jesus for the first time is always a joy and something we can never take for granted;
- we have a growing number of families, children and youth involved in parish life, especially at Holy Rood. My thanks to Claire Willis and her hardworking team of volunteers for all they give to this important area;
- similarly, Jenny and Sue and the Young at Heart team are cultivating a wonderful, supportive community among older people. Every month, we have new people at the Young at Heart Hub and the group has established partnerships with other local organisations. Hearing the positive feedback from Crofton School's visits to the Hub was very special;
- we started a couple of new Community Groups in 2023. These are such an important part of our life together – my thanks to all who are involved.

In addition, 2023 marked the end of a planned series of work to improve the worship space at Holy Rood. Since 2019, we have installed chairs, upgraded our screens and cameras, removed the old vestry and put in new staging. Holy Rood is now a fantastic, modern space for our congregation and community to use. My thanks to Mal Lewis, who oversaw much of the project work.

Personally, taking my sabbatical was a big part of 2023 and I'm grateful to Kathryn for her support and the clergy and staff team, especially Dan and Beth, who managed so well while I was away. The sabbatical was a much needed 'reset' for me personally and professionally and I still feel the benefit of it nearly six months later.

2023 marked seven years since I became Vicar of Crofton Parish. We're now a Resource Church, supporting St Mary's, Rowner and Hope Church Whiteley as they grow and flourish. We're still, as we've always been, a place to discover faith in Christ and grow as his followers with a wide variety of worship across our two churches and innumerable ways in which we love and serve our community.

It's one of the great privileges of my life to be your Vicar and I am looking forward to the years still to come.

Richard England

A Timeline for Crofton Parish in 2023

The following lists some of the key events in the life of the Parish and further afield during the year.

January 9 th	The Prayer Course starts
January 15 th	2023 Priorities introduced, they are: Worship, Welcome, Witness
January 23 rd	Rev Amy Adeniran is licensed by the Rt Rev Jonathan Frost, Bishop of Portsmouth, as Priest-in-Charge of Hope Church, Whiteley
February 21 st	First Pancake Party held in the Parish Hall
April 3 rd	2023 School of Prayer
April 15 th	FOCOC AGM
April 23 rd	Annual Parochial Church Meeting held at Holy Rood where the following people stepped down from their roles: Sorel Mitchell as Deputy Churchwarden at St Edmund's, Marian Graham as Parish Safeguarding Officer & Simon Swindells as PCC Secretary
April 24 th	Energy Audit carried out at Holy Rood
May 6 th	Coronation of King Charles III and Queen Camilla at Westminster Abbey
May 15 th	Evening Alpha Course starts at Holy Rood
May 25 th	HTB Leadership Conference 'Highlights' Event at Holy Rood
June 10 th	St Edmund's Open Day
June 16 th	Wolf Camp Weekend
July 9 th	BBQ for all those who volunteer within Crofton Parish
July 11 th	Work starts at St Edmund's to refurbish the screen and improve the porch area
July 13 th	Lois Gouldstone becomes Parish Safeguarding Officer
July 24 th	Work starts on improving and extending the stage at Holy Rood
August 12 th	Richard starts his sabbatical
October 16 th	Daytime Alpha starts
October 22 nd	Holy Rood is open for 'A Time to Remember' for those who have been bereaved
November 12 th	Stubbington Remembrance service at the village war memorial
November 13 th	Richard returns from his sabbatical
November 18 th	Tearfund Big Quiz Night at Holy Rood
November 26 th	Crofton Parish provides the Church of England online service
December 10 th	Holy Rood Carol's by Candlelight
December 16 th	Family Fun Christmas Special with Christingle
December 17 th	St Edmund's Nine Lessons & Carols
December 22 nd	Carols in the Churchyard held at St Edmund's

Ministry Area Reports for 2023

Pastoral Care

2023 was the most 'normal' year since before the Covid pandemic. The main sources of pastoral care continued to be community groups, the Young at Heart hub and the First Steps midweek group. Prayer ministry continued to be offered at every Sunday morning service and a welcome event was held in June to orientate newcomers.

Pastoral visiting with home communion and visits to nursing homes continued with monthly services held at Glamis Court.

The important work of the Bereavement Team continued for families of those whose funerals were taken by members of the Parish clergy team and the annual memorial event, A Time to Remember, was held in October and was well attended.

As a parish we are always mindful of the need to prioritise our mental health and wellbeing within the love and grace of God. In 2023, we took time to focus on these issues specifically over the course of two weeks in May when we thought about Trauma and Anxiety.

We are grateful to everyone who shares in our pastoral care across the parish and are aware that much of it happens organically as we reflect Christ's compassion and love to all.

Beth Yeandle

Alpha

Crofton Parish ran an evening Alpha course during the spring term which was well attended. After the course ended a core group from it formed a new community group, which was well established by the end of the year. For the first time a daytime Alpha course was run during the autumn term, again this was well attended by both those new to the Christian faith and longstanding members of our congregation.

Over the course of the Autumn term Whiteley Parish ran its first ever Alpha course. As Whiteley is one of our Networked Parishes, Crofton was very happy to be able to support this and two people attended to help each week. The course was very successful and it was a joy to be a part of.

Beth Yeandle

Community Groups

Community Groups provide a place of belonging where people can know they are loved by God and His people and can grow to be more like Jesus. Groups vary in size, demographics and in the frequency and locations of their gatherings.

At the end of 2023 there were sixteen Community Groups based at Holy Rood with a total of 167 members, not including children. This number shows that a significant proportion of members of Holy Rood are in Community Groups. The number of groups has increased by one since last year: Haven came to an end but Cornerstone (a post-Alpha group) and Oikos (a young families group) started.

Groups are each facilitated by at least two people called 'hosts'. For the second year running, Dan Greenfield, who oversees Community Groups with co-ordinators, Sue and John Elgie, held a Thank You event for hosts just before Christmas.

Dan Greenfield

Youth, Children and Families

Over 2023 we made some changes to the way that we register our children and young people with the aid of ChurchSuite. This has helped us ensure that we are able to keep all of our records up to date, in line with GDPR as well as making our weekly registration more efficient.

Within 2023 we continued to run First Steps - which is our mid-week Parent/Carer and toddler group led by Ethel Brokenshire. This has flourished into a beautiful community, involving a Bible story and Christian songs. Through this, there are a team of people who provide meals for parents who are adjusting after welcoming a new baby or if they are going through a particularly difficult time. In 2023 First Steps welcomed 70 different families to the group across the year.

Outreach events

We continued with our family outreach fun throughout the year holding an Easter and Christingle Family Fun. We also had our first pancake party, a way to encourage families to think about the build up to Easter, while having fun and eating together.

During the Summer, Dan led the first Wolf Camp, a weekend away for dads/male carers and their children in the New Forest. This was an amazing experience for the adults and children to be able to connect with each other, have fun and be very active.

In the Autumn we were also able to hold Illuminate. This was a silent disco aimed at Junior school aged children during half term. Over 80 children attended in total. We were able to offer this as a free activity to the local community, thanks to donations from our congregation.

Schools work

Claire and Dan, with the help of the school pastors, have been able to deliver Easter and Christmas assemblies to Crofton School, working closely with the RE lead at the school to look into how we might increase our presence there.

Bay Croft has started to bring their Year 7 cohort to the church three times a year. Highlighting the angels, the Easter story and baptism.

Alongside hosting assemblies at each of our five local primary schools, over Easter we worked with a local junior school to provide an Easter service. This meant that every child who

attended the school and their parent or carer were able to hear the good news about Easter. We repeated this for their Christmas service.

Youth

The Youth have continued to be a part of the areawide, monthly, youth gathering called High Tide. This finished in July, with a new gathering hoping to start in 2024. Four of our Youth joined the High Tide Portsmouth team on a residential during the summer holidays.

With a growing number of young people, and a willing volunteer team, in September we were able to start a twice a month Sunday morning Youth group. This takes place on the opposite weekend to the Sunday evening group which has also been able to recruit two new leaders after one of the long-standing leaders left to commit to the St Marys Church plant team.

During the Autumn term, a Crofton Youth Band started, meeting on Sunday evening before Youth Group. We have 14 regularly attending Youth.

Sunday morning groups

Our Sunday morning groups have been very busy over the last year. Moving to an online resource platform called Raise Up Faith. This has meant that we have access to lots of craft, songs and visual resources to work across each of our rooms. We continue to have three 0-11 year old groups. Wrigglers 0-2.5, Scramblers 2.5-school age (Pre School) and Crofton United 4-11 (Year R-6). The Wrigglers group has developed a good structure throughout this year, still involving free play, but with a Bible story, songs and a craft activity.

Crofton United continues to blend the children in mixed ages, this helps when we have year groups that have an unbalanced gender ratio but also building good relationship with peers of all ages. The older children take some responsibility for the younger children. The team and children all wear lanyards with their names on, so everyone feels like an established part of the group, this also helps with the team changing each week. Over the year we have welcomed 70 children to our groups, with an average of 28 children in our 0-11 groups each week.

Claire Willis

Young at Heart

2023 has proved a positive year for the Young at Heart Hub.

We have been blessed with a monthly group providing a hub of activities including a cafe, listening support, games and a vibrant craft area supported by a very loyal supportive and caring volunteer team.

Our aim is to place the church at the centre of our community and this has proved popular with an average of 60 attending with new and returning visitors from the wider community.

We have welcomed several groups and individuals during the year. Crofton school has visited us with 10 students supporting inter-generational working. We have liaised with the Anna Chaplain service and worked alongside community supermarkets such as Asda which have provided support and equipment as part of their outreach service.

The Young at Heart Team continue to look for new ideas to support individuals but we are aware the social interaction and welcome offered are the most important service we can offer as a church community.

Jenny Wilford & Sue Elgie

Worship Ministry

At a recent worship team community night, where the worship and tech teams come together for an evening, we took time to reflect on and learn from the previous year. Two of the overriding thoughts that came out of the evening were that we have grown in our sense of community, in our care and consideration of each other, and our working together. This has been borne out through the second observation that our 'sound' – our musicianship and leadership – has become tighter and more confident. We've heard back from many other worshippers that this is also their observation, and how much they're enjoying the worship in church. This is so encouraging and exciting to hear.

The evening also highlighted a few areas that we can work on strengthening in this coming year. We want to improve the sound on our livestream particularly, to find a better mix that doesn't get eroded by Facebook's heavy processing algorithms. We also want to be more efficient with our use of time and energy for rehearsal and events, without there being a heavy burden on family time.

Worship Nights

We started termly worship nights in 2023. These nights involve clearing away the chairs to allow space for the band to set up 'in the round' – i.e. in a small circle facing in, with the congregation gathered around. These nights enable us to develop the worship life of our church by giving space and time to people to engage in worship without the limitations of a normal service structure. Each evening so far has been different and has seen people from other local churches join with us. Worship nights will continue this year with one each term on the third Sunday of March, June and October.



Worship Night, October 2023

The worship team community also held a few worship nights for just the team during the year. These nights gave everyone the opportunity to be involved in learning to lead and work together without any pre-planned songs or order. We plan to do this occasionally in this coming year too.

631 training

We started the 631 worship team training events in 2023 with a breakfast for local worship team leaders in the spring and training events for worship and tech teams in the autumn of last year

and spring of this year. 631 is a training and networking ministry that Matt started back in 2018 with another worship pastor in Portsmouth. The name 631 refers to Psalm 63:1 where David writes that his soul yearns for God in a dry and thirsty land where there is no water – his passion for God was greater than even his need for physical nourishment. The simple aim of 631 is to help worship and tech teams become more passionate for God in their lives, and for that passion to shape how they serve God in worship ministry. All events have seen people gather from many local churches, most of whom had not been to a training or network event like them.

We aim to host two training events a year, with the potential for other more specialised training at other times. One of those times in 2024 will be a workshop with well-known Vineyard worship leader Brian Doerksen.

Christmas

The Carols by Candlelight event last year was well loved by everyone, with one of the highlights being the involvement of a small informal choir. Worship team members were joined by a few people from the congregation, and we've since heard from a few other people who would love to be involved in 2024. Our hope is that we can grow the choir for this year's Christmas event, whilst still keeping its informality and sense of fun.

Staging and equipment

During 2023 the stage area at the front of the church was rebuilt to make full use of the area. This has given the team more space and has also provided a better and more flexible system of connecting equipment to the PA. We have had issues with the wireless network, and people not being able to connect at certain times, which we hope to resolve in 2024.

Matt Lockwood

Online Presence (Social Media)

We have been growing our social media presence over the past 7 years, with a large increase in reach since the pandemic. We operate Facebook, Instagram, TikTok and Threads accounts and it is our Facebook page, with 3,457 followers, which is by far the platform with the highest engagement. Our Facebook followers include people from 9 countries outside the UK including 32 in the United States, 31 in Italy and 14 in Ghana.

In July 2023, our Facebook content reached 12,892 accounts. Most people who join Holy Rood Church will say they watched a service online before their first in-person visit. A few people who regularly watch our online services live outside of our Diocese yet would regard themselves as part of Holy Rood.

In September 2023, we took the opportunity for the first time to use Meta's Ads feature to advertise our Daytime Alpha Course across Facebook and Instagram. We created two separate ads which reached the accounts of 17,798 people in our area. Though, of course, we would not expect all of these people to attend Alpha, it is encouraging to see how far our

influence can reach; and this is not for our own benefit, as our message is not selling a product, but sharing the gospel.

We have many more Facebook followers than other churches nationwide and, whilst the figures are interesting to see, what they reflect is the privileged position we have been given from which to spread the light of Christ. Consequently, elements of our content, such as scripture reels, focus specifically on sharing what we believe in a way that invites people into the gospel message.

You can help us to do this by following our Facebook, Instagram, Threads and TikTok accounts, and by sharing Holy Rood's posts and stories. This is a simple way to reach out in mission to others.

"... let your light shine before others, that they may see your good deeds and glorify your Father in heaven." (Matt. 5.16)

Kathryn England

Safeguarding

The PCC recognises that it has the responsibility to provide a safe environment for all within the parish and strives to achieve this aim. Due to the confidential nature of this area of the Parish's work, the PCC has established a Safeguarding Team. Within the year of 2023 this was led by Marian Graham who served the parish for many years in this role and in the Summer of 2023 was succeeded by Lois Gouldstone, with significant support from Vicki Edwards. The PCC thanks Marian greatly for her service. The safeguarding team alongside the clergy meet in person and virtually to discuss any safeguarding issues that have arisen and reports regularly to the PCC. The safeguarding team aims to both react to any issues that arise and also proactively protect and support individuals within the parish.

The Safeguarding Team continues to support the PCC in ensuring that all appropriate safeguarding measures and checks are in place for volunteers. Safe recruitment of new volunteers continues to be used prior to them taking up the post, led by Vicki Edwards.

All volunteers are required to follow the Portsmouth Diocese Training programme and complete the level of training set for the post. Additional higher level safeguarding training is now in place for PCC members.

Any safeguarding concerns that have arisen this year have been holistically addressed in a timely and appropriate manner. This year has required external safeguarding support on multiple cases which has been utilised appropriately and matters closed in these cases. Whilst the confidential nature of safeguarding does not allow for a transparent report, an email trail of any concerns and the outcomes has been recorded on the confidential safeguarding account.

Lois Gouldstone

Mission Giving

The Crofton Mission Support Team is made up of members of the congregation each with a heart for mission both locally and overseas, they are Richard England – Chair, Ethel Brokenshire, Sue Elgie – Coordinator, Jeff Gennings, Emily Horne, Nichola Sampford, Chris Willis.

Funds Available

Based on Crofton's income in 2022 our funds available for distribution during 2023 totalled £20,000 (which amounts to 8% of our income).

The role of the Mission giving support group is to review applications from members of our congregations and to present them to the PCC for scrutiny and approval. In addition, a small sum is withheld to provide flexibility for unexpected emergencies and disasters.

During 2023 the PCC agreed the following:

1. In response to the Turkey / North Syria earthquake in Feb 2023 - £500 was added to the general church collection and sent to the **DEC** (Disaster emergency committee).
2. Five **Long term mission partners** each received £2000 = £10,000

Note: these long-term mission partners are reviewed annually and once they have received between 3 – 5 years support may be replaced.

1) Tear Fund

2) Open Doors

3) The Church Mission Society

4) Gosport and Fareham School Pastors

5) School of Ministries

3. In addition, Crofton have made an ongoing commitment to support the work of **New Wine** who received £500.

Wider Distribution

An invitation to bid for financial support was issued to advocates within our congregation.

The following nine Christian charities were approved and received a total of £7,700:

Charity	Country	Amount
A2B Aid to the Balkans	Albania	£800
CedarOak Support Trust	Local UK	£1000
Europe to Europe	Romania	£1000
India Inland Mission	India	£500
Light for Bulgaria	Bulgaria	£1000
Mustard Seeds	Local UK /Africa	£1000
Scripture Union	UK	£1000
Tears of Hope	Namibia	£500
Youth Encouragement services	Uganda	£1000

The reserve we keep each year for any additional emergencies or disasters amounted to £1200. In December due to the current economic crisis the PCC agreed that £1,200 should be divided equally between the **Fareham and Gosport Food Bank** and **Jacob's Well** who are supporting local people.

Total Mission Donations = £20,000

Additionally, Crofton is committed to supporting charities through different 'giving' routes. We are a drop off for non-perishable food, snacks and other small items for both Sophie's Legacy and the Fareham and Gosport food bank.

Sue Elgie

Mission Giving Co-ordinator

ECO Group

An Eco Group was formed in March 2023 to enable Crofton Parish to reduce its Carbon Footprint and help make our world which was God's creation a better place for us and future generations. It is a Sub-committee of the PCC and has six members. During the year the group completed a number of tasks at Holy Rood including having a comprehensive Energy Audi, draft proofing, setting up an ECO Notice board, and changing where possible lights to LEDs. Quotes are being obtained with a view to changing the remaining lights to LEDs when funds become available. Monthly Eco tips are now included in the Parish Update. Members attended the Diocese of Portsmouth Eco meetings and joined numerous Webinars on LED lighting, Solar Panels, and heating systems. Holy Rood Church has been awarded a "Bronze Eco Award" by A Rocha UK. It is hoped that St Edmund's will start working towards their Bronze Award in 2024.

Ady Elston

Deanery, Diocese and Wider Church

The diocese spent the year embedding its vision, which was crystallised into one phrase: we aspire to be a rejuvenating community of Jesus-centred, Kingdom-seeking disciples. Special priority was given to two areas: work with children, young people and young adults, enabling a new generation to grow in faith and find their voice, and the provision of Anna Chaplaincy to support our older people and ensure that they are being cared for holistically. During the course of the year a number of clergy posts were filled across the diocese.

In line with the Diocesan recruitment policies, Fareham deanery successfully filled 3 clergy posts in 2023, with Priests-in-Charge licensed to Whiteley, Fareham Town Centre and Locks Heath. More posts were being recruited by the end of the year. The major change for the deanery was the stepping down of Rev Ian Meredith as area Dean. Richard England was announced as his successor in the Autumn and will be licensed early in 2024.

Crofton Parish continued to work with other churches within Stubbington particularly during the week of Prayer for Christian Unity, the Good Friday Act of Witness and November Act of Remembrance on the Green, and the distribution of Christmas cards.

Administration

It was decided not to recruit anyone into the Admin & Treasury Assistant position, left vacant when Claire Willis became out Youth, Children's & Family Team Leader in 2022. Instead, it was decided to increase Gill Nolan's Occasional Admin to cover Funerals and Centre Bookings in addition to the Weddings and Baptisms that she was currently dealing with. The Treasury work was added on to the role of the Parish Manager. When Marian Graham stepped down as Parish Safeguarding Officer the Admin for Safely Recruiting new employees and volunteers and the renewing of DBSs, Confidential Declaration Forms and Safeguarding Training was also taken on by the Parish Manager.

2023 saw us hold a similar number of Baptisms and Weddings to the previous year, however, the number of Funerals almost doubled, with more requests for recorded music and the ability to show PowerPoint presentations, which meant an increase in the Tech Support required.

We also saw an increase in Parish Centre Bookings ranging from new regular groups to large one-off events such as church awaydays, concerts and an art exhibition. We also received more requests from schools to hold services onsite other than at Christmas.

Early in the Year we added the Calendar option to ChurchSuite, our Administrative Database System. This allowed us to set up events which people could book onto directly, thus saving valuable time in the Parish Office. During the year Simon Swindells handed over admin of the Crofton Parish website to the Admin Team. When the new website comes online in 2024 events setup in ChurchSuite will automatically appear, again saving valuable admin time.

In 2024 we look forward to being able to offer online payment for events on the website.

Vicki Edwards

Staff and Volunteers

The operation of Crofton Parish involves numerous volunteers in a variety of roles working alongside and supporting the staff and leadership teams. Thank you to everyone involved who gave generously of their time and skills to serve God within our Parish and to show our appreciation we held a BBQ in the Summer on the Crofton Parish Centre Site.

Each year, one volunteer is recognised for their work at the Annual Meeting by presenting them with the Charlie Crane Cross. In 2023 Doreen Matthews received the award for her service within the Bereavement Team – many people have benefited from her support during difficult times.

Crofton Parish benefits from a committed staff team made up of paid and volunteer roles. During the year the following changes took place:

- Marian Graham stood down from her role as Parish Safeguarding Officer;
- Gill Nolan took on the additional admin of funerals and centre bookings;
- Vicki Edwards took on the additional admin of Safer Recruitment and Treasury Assistant;
- Lois Gouldstone took on the role of Parish Safeguarding Office.

We would like to thank Marian for all her hard work and support as Parish Safeguarding Officer.

We are aware that there are people within our congregations with a wide range of gifts and skills. If you feel that God is calling you to use your talents in a particular area, please chat with someone or contact the Parish Office.

Vicki Edwards

Fabric Reports

Holy Rood Church and Parish Centre

It will be obvious to anyone entering the church or the parish centre that 2023 was a year when there was much work done throughout the building. We are more grateful than ever to all of those people who give their time, expertise and money to enable this work to be done.

The quinquennial report, from the November 2021 inspection, arrived during the year and was used as the basis to construct a table of maintenance jobs. A team now meets regularly to coordinate the work between the Eco, Project and Fabric task groups with help from the finance team. This is helping to prioritise work and balance the needs of the different groups.

One of the major jobs of 2023 was to replace the staging. This work was completed by the end of the summer and is being appreciated by all of the different groups that use it. The project was made possible by the expertise and hard work of Malcolm Lewis and his team, to whom we are very grateful.

During the summer the plastic insulation on the outside of the church windows was removed for the first time in many years. The insulation and the windows themselves had a good clean before they were replaced. This was a big job and we are grateful to Morton Du Preez and his team for managing it.

The Oak room also received a makeover in the summer with blinds replacing the (very!) old curtains and new lights and decoration. Many thanks to John Elgie and Phil Edwards for their amazing work.

A large new cupboard was built into the Hall, enabling children's groups to store toys at this end of the building for the first time. Thanks to Dan Greenfield for co-ordinating the work, which is being much appreciated.

During the course of the year it became apparent that the font was damaged and leaning. A full Faculty was submitted to repair it and at the same time to move it nearer to the front door. The Faculty was approved and work will be carried out in 2024.

Cleaning of the centre has continued to be contracted out with hours varying as required throughout the year.

The final months of the year brought much stormy weather and rain. This caused the leaks that were already known about in both the church and the centre to become considerably worse. The ceiling of the flower room fell in due to problems with the flat roof above and the leaks in the kitchen and the eaves cupboard above it became much worse. As these were now high priority issues, work was underway to address them by the end of the year.

Our much-loved boiler heroically saw us through another winter and plans to replace it and the heating system will be the subject of a major project over the next couple of years.

Men's Shed

Proposals for the men's shed are ongoing. You will notice that the laurel hedge has been cleared in preparation for the next stage of the process. There are complex issues to iron out such as council permissions, siting and amenities.

7 Darren Close

The Curate's house continued to be let commercially all year as it was not required. The property is managed by Eckersley White. Minor maintenance jobs continued throughout the year, including some work in the bathroom and on the patio doors. The current tenants renewed their lease for a further 12 months with a moderate rent increase.

I am so grateful to everyone for their support in maintaining and improving our buildings and particularly to Vicki Edwards, our amazing Parish Manager, who keeps us all going and does a huge amount of work for our buildings. Jim and Gill Nolan who work tirelessly and without them we would be lost. Also special thanks to Ady Elston who heads up the Eco group, Malcolm Lewis who is our project specialist, and Morton Du Preez, who manages the maintenance schedules and keeps me going! We are also indebted to the support of our wonderful Treasurer Steve Lazell, without whom no bills would be paid!

Martin Yeandle

St Edmund the Martyr Church

For St Edmund's and the Friends of Crofton Old Church, 2023 was a year of consolidating the recovery in 2022 following the ravages of Covid19. The church services and the FOCOC events now take place as they had before the pandemic. It is pleasing to note that over the year numbers slowly reverted back to what was normal before lockdowns etc.

On the building front, the work undertaken during 2023 consisted of refurbishment of the benches in the Porch and stripping, making good and repainting the Georgian wood panels and door between the south chapel and the south transept. The opportunity was taken to change the colour of the panels and door back to "off white" as can be seen in a photograph of the church in the 1960s. At no time did the work prevent any services taking place.

The necessary inspections (Central Heating, Portable Appliance Testing etc.) and other routine maintenance tasks (e.g. lightbulb changing – the vast majority of the lighting in St Edmund's is now LED, grass cutting, clearing rain water gutters/drain pipes, cleaning etc.) were successfully undertaken.

Finally, as can be seen from the Timeline after many years Sorel Mitchell stood down as Deputy Warden for St Edmund's. My thanks go to her for all she did and for putting up with me for so long. My thanks also go to Sue Johnson for picking up the role from Sorel and for being prepared to share the load with me looking after St Edmund's on behalf of the Parish.

Gary Willcocks

PCC Report

The Parochial Church Council met six times in 2023 following the change in frequency of meetings in 2022. Rather than meeting in most months, meetings were held in February, March, May, July, October and November. Dan Greenfield chaired two meetings in Richard's absence as Richard took a three-month sabbatical after seven years in ministry at Holy Rood. At the Annual Parochial Church Meeting, Simon Swindells stepped down as Secretary after many years. The parish was very grateful for his term of service which had been diligent and meticulous. Timothy Collinson took on the role from the May meeting.

The task groups continued to meet and report to the PCC. These groups were Holy Rood Fabric (Maintenance), Holy Rood Fabric (Projects), Mission Giving, Eco Church and Staffing.

During the year finance, fabric, health & safety, safeguarding, St Edmunds and Eco Church continued to be reviewed at each meeting.

Other topics which were discussed during the year included:

- Men's Shed
- worship and communications project
- moving the font
- safeguarding policy
- mission giving donations

and Richard continued to update us on Parish and Diocesan news as well as giving a presentation on priorities for 2024.

Timothy Collinson

Structure, Governance and Management

Administrative Information

Holy Rood Church and Parish Centre is situated on Gosport Road, Stubbington. St Edmund's Church is situated on Lychgate Green, Stubbington.

The correspondence address for the Parish is The Parish Office, Holy Rood Church, Gosport Road, Stubbington, Hampshire, PO14 2AS.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2017) and a charity registered with the Charity Commission as charity number 1128473. The members of the PCC are the trustees of the charity.

PCC Membership

Members of the PCC are either ex-officio, co-opted, elected to Deanery Synod or PCC by the Annual Parochial Church Meeting (APCM) or elected to Diocesan Synod in accordance with the Church Representation Rules. Members of the congregations are encouraged to register on the Electoral Roll and to consider standing for election to the PCC or Deanery Synod.

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

The maximum size of the PCC and number of Deanery Synod members are determined by the size of the parish's electoral roll. In 2013 the APCM agreed to limit the number of PCC representatives to twelve. Each member's elected period is for three years, four members are elected for the full term each year. Crofton Parish has up to five elected members on Deanery Synod.

The Scheme, approved at the 2019 APCM, to appoint two deputy churchwardens for St Edmund's continues. Sue Johnson and Gary Willcocks were appointed and have ex-officio places on the PCC.

PCC members who have served at any time during 2023:

Ex-officio PCC Members

Incumbent & PCC Chair:	Rev Richard England
Associate Vicar:	Rev Dan Greenfield
Assistant Minister:	Rev Colin Prestidge
Curate:	Rev Beth Yeandle
Churchwardens:	Nichola Sampford Martin Yeandle
Deputy Church Wardens: (St Edmunds)	Gary Willcocks Sorel Mitchell (until APCM 2023) Sue Johnson (from APCM 2023)

Elected PCC Members

Elected Members of Diocesan Synod:

Rev Richard England
Stuart Forster
Simon Swindells
Rev Beth Yeandle

Elected Members of Denery Synod:

Dave Brown
Sue Elgie
Stuart Forster
Jim Nolan
Simon Swindells

Elected Members of the PCC:

Ethel Brokenshire
Timothy Collinson (from APCM 2023)
Richard Craigie
Sarah Donaghy (until APCM 2023)
Derek Donald (until APCM 2023)
Ady Elston (from APCM 2023)
Lois Gouldstone (from APCM 2023)
Carla Grant
Emily Horne
Steve Lazell
Malcolm Lewis
Ali Lockwood
Lis Olaniyan
Chris Willis

Co-opted Members:

n/a

Roles and Committees assigned by PCC:

PCC Chair:

Rev Richard England

Vice Chair:

Martin Yeandle

Secretary:

Timothy Collinson (from APCM 2023)
Simon Swindells (until APCM 2023)

Treasurer:

Steve Lazell

Electoral Roll Officer:

Vicki Edwards

Standing Committee:

Rev Richard England, Timothy Collinson,
Steve Lazell, Nichola Sampford, Martin Yeandle,

Finance Committee: Steve Lazell, Rev Richard England, Martin Yeandle, Nichola Sampford, Simon Swindells, Brian Cariss, Vicki Edwards

Safeguarding Committee: Rev Richard England, Lois Gouldstone, Vicki Edwards

St Edmund's Deputy Churchwardens: Gary Willcocks, Sue Johnson

Data Compliance Officer: Vicki Edwards

Accessibility Awareness: Simon Swindells

Safeguarding Representative: Lois Gouldstone

Health & Safety: Ady Elston

PCC Working Groups

HR Fabric (Maintenance): Martin Yeandle, Morton du Preez, Jim Nolan, Graham Styles

HR Fabric (Projects): Mal Lewis, Richard Craigie, Jim Nolan

Mission Giving: Sue Elgie, Rev Richard England, Ethel Brokenshire, Jeff Gennings, Emily Horne, Nichola Sampford, Chris Willis

Eco Church: Ady Elston, Vicki Edwards, John Elgie, Stuart Foster, Julie Mizen, Gill Nolan

Staffing: Vicki Edwards, Nichola Sampford

Clergy and other licensed ministers

At the end of 2023 the following are licensed to officiate at services in the Parish:

Vicar: Rev Richard England

Associate Vicar: Rev Dan Greenfield

Assistant Minister: Rev Colin Prestidge

Curate: Rev Beth Yeandle

Retired Clergy: Rev Ted Goodyer, Rev Wing Man Tsang, Rev Hugh Ellis, Rev Jenny Ellis

Readers and PTOs: Colleen Tsang, Gary Willcocks

Staff Team

At the end of 2023, the Parish leadership team which comprises paid and volunteer members was:

Vicar:	Rev Richard England
Vicar's PA:	Sue Elgie
Worship Team Leader:	Matt Lockwood
Parish Manager:	Vicki Edwards
Assistant Minister:	Rev Colin Prestidge
Curate:	Rev Beth Yeandle
Associate Vicar:	Rev Dan Greenfield
St. Edmund's:	Gary Willcocks
Seniors:	Jenny Wilford
Youth and Children:	Claire Willis

Staff Employed by the PCC in 2023

Children, Youth & Families Team Lead:	Claire Willis
Parish Manager:	Vicki Edwards

Contract Positions working for PCC in 2023

Occasions Administration:	Gill Nolan
Cleaner:	Kerena Ferris
Worship & Comms:	Matt Lockwood
Digital Comms:	Kathryn England

Payments to PCC Members or people Connected to PCC Members

The PCC are aware of several cases where PCC members, or others closely connected to PCC members, are either employed or receive payments from the PCC. The PCC ensure that these PCC members are not involved in discussion or decisions involving their payment or the connected person's payments.

Employed PCC members in 2023

- n/a

PCC members with Connected Persons receiving payments in 2023

- Richard England connected to Kathryn England
- Ali Lockwood connected to Matt Lockwood
- Jim Nolan connected to Gill Nolan
- Sue Elgie connected to Claire Willis
- Christopher Willis connected to Claire Willis

Worship Services and Statistics

Worship

During 2023 St Edmund's held a 0930 service each week.

At Holy Rood there was a 1000 morning service each week which was livestreamed to Facebook and the Parish website. An evening service was held at 1900 on all but the first Sunday of the month apart from during Rev Richard England's Sabbatical when it was only on the second and fourth Sundays. There was also a weekly 1000 service every Thursday.

Attendance Statistics

The Parish's statistics were reported to the Diocese as normal. The numbers shown in brackets are the figures for 2022.

	Holy Rood	St. Edmund's	Total
Electoral Roll at APCM			366 (360)
Average Sunday Attendance Adults	147 (146)	47 (50)	194
Average Sunday Attendance under 16s	33 (37)	1 (0)	34
Easter Day Attendance	247 (218)	80 (82)	327
Advent special service in-person attendance	1008 (1194)	170 (177)	1178
Christmas Eve & Day in-person attendance	453 (296)	269 (217)	722
Worshipping Community	453 (481)	136 (140)	589
Children baptised	7 (7)	0 (0)	7
Children brought for thanksgiving	0 (2)	0 (0)	0
Youth & adults baptised	0 (1)	0 (0)	0
Number of couples married or blessed	5 (4)	1 (3)	6
Funerals in church or conducted by minister	24 (15)	16 (9)	40

Annual Report Approval

Annual Report approved by the PCC on *10th April 2024* and signed on their behalf by Rev Richard England, Incumbent and Chair of the PCC.



**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF CROFTON, STUBBINGTON**

**ANNUAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

Registered Charity Number 1128473

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CROFTON, STUBBINGTON

I report to the charity trustees on my examination of the accounts of the PCC of the Ecclesiastical Parish of Crofton for the year ended 31st December 2023.

Responsibilities and basis of report

As the charity's trustees of the Ecclesiastical Parish of Crofton (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Ecclesiastical Parish of Crofton are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Crofton Parish's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I 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.

Signed:



Name: Mr Richard Kendall ACMA
Member, Chartered Institute of Management Accountants
Address: 65, Garstons Close, Titchfield, Fareham, PO14 4EP
Date: 22/02/2024

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 DECEMBER 2023

Note – throughout the financial report, there may be minor discrepancies in the totals if the pence are not being shown due to rounding

Crofton PCC Statement of Financial Activities For the period from 01 January 2023 to 31 December 2023

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Incoming resources					
Incoming resources from generated funds	-	-	-	-	-
Voluntary income	234,019	12,134	-	246,153	274,101
Activities for generating funds	-	-	-	-	-
Investment income	31,240	2,505	-	33,745	44,132
Incoming resources from charitable activities	23,123	2,679	-	25,802	37,889
Other incoming resources	4,774	180	-	4,954	4,306
Total income	293,156	17,498	-	310,654	360,429
Resources used					
Cost of generating funds	-	-	-	-	-
Cost of generating voluntary income	-	-	-	-	-
Fundraising trading cost of goods sold and other costs	-	-	-	-	-
Investment management costs	-	-	-	-	-
Charitable activities	333,586	12,529	-	346,115	345,368
Governance costs	109	60	-	169	232
Other resources used	-	-	-	-	-
Total expenditure	333,695	12,589	-	346,284	345,601
Net income / (expenditure) resources before transfer	(40,539)	4,909	-	(35,630)	14,828
Transfers:					
Gross transfers between funds - in	1,476	390	-	1,866	39,051
Gross transfers between funds - out	(1,290)	(576)	-	(1,866)	(39,051)
Other recognised gains / losses	-	-	-	-	-
Gains/losses on investment assets	-	34,461	-	34,461	(27,315)
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	-
Net movement in funds	(40,353)	39,185	-	(1,168)	(12,487)
Reconciliation of funds					
Total funds brought forward	694,583	436,009	-	1,130,592	1,143,080
Total funds carried forward	654,230	475,194	-	1,129,424	1,130,592

There may be minor discrepancies in the totals if the pence are not being shown

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

BALANCE SHEET AS AT 31 DECEMBER 2023

Crofton PCC Balance Sheet (Summary)

	As at 31 December 2023	As at 31 December 2022
Fixed assets		
Tangible Assets	518,322	533,659
Investments	306,881	272,420
	825,203	806,078
Current assets		
Debtors	6,067	6,848
Cash At Bank And In Hand	328,110	345,703
	334,178	352,551
Liabilities		
Creditors: Amounts Falling Due In One Year	29,956	28,037
	29,956	28,037
Net current assets less current liabilities	304,222	324,514
Total assets less current liabilities	1,129,424	1,130,592
Liabilities	-	-
Total net assets less liabilities	1,129,424	1,130,592
Represented by		
Unrestricted		
Unrestricted - General Funds	570,080	606,028
Designated		
Designated - AV & IT	4,659	4,659
Designated - Community Mission Fund	13,488	13,488
Designated - Gift Day 2022 Hardship	4,515	5,000
Designated - Gift Day 2022 Staffing	9,346	14,000
Designated - Holy Rood Repairs	4,000	4,000
Designated - Mens Shed	19,370	14,968
Designated - OPEN	4,961	4,961
Designated - Seniors Worker	14,543	14,543
Designated - Staff Wellbeing	5,793	5,185
Designated - Warm Spaces	-	800
Designated - Youth Work	3,476	6,952
Restricted		
Restricted - Agency collection	1,683	1,683
Restricted - Audio Visual Fund	825	825
Restricted - Bible Reading Notes - End of Year	358	343
Restricted - Church Gable Reserve Fund	2,681	2,681
Restricted - Fixed Asset Restricted Fund	29,422	30,713
Restricted - Flower Fund - End Of Year	537	403
Restricted - FOCOC - End of Year	414,973	374,529
Restricted - Organ Fund	11,818	11,361
Restricted - St Edmund's Upkeep Legacy Higgins Wilson	12,897	12,897
Restricted - Traidcraft - End of Year	-	574
Fund Totals	1,129,424	1,130,592

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005

1.2 Funds

Restricted funds represent:

(a) income which may be expended only on those restricted objects provided in the terms of the bequest, and

(b) donations or grants received for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

1.3 Incoming resources

Voluntary income and capital sources

Planned giving, collections and donations are recognised when received by or on behalf of the PCC.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. All incoming resources are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognized in the same accounting year.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments at 31 December. This applies to the CBF Investment Fund (restricted, FOCOC).

1.4 Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is recognised when it is incurred and is accounted for gross.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

1.5 Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the accounts by Section 10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £500 or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other fixed assets

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	2% straight line
Equipment	20% reducing balance
Fixtures, fittings & equipment	15% reducing balance

Individual items of capital expenditure with a purchase price of £1000 or less are written off when the asset is acquired.

1.6 Investments

Investments are valued at market value at 31 December 2023

1.7 Current assets

Amounts owing to the PCC at 31 December 2023 in respect of all income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

1.8 Stock

Stock is valued at the lower of cost and net realisable value.

1.9 Pensions

The PCC operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme. From 1 February 2017 the PCC has been operating a Workplace Pension scheme with Nest pensions in accordance with legislation and direction from the Diocese.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

Crofton PCC Analysis of income and expenditure Selected period: 01 January 2023 to 31 December 2023

	General	Designated	Restricted	Total This year	Last year
Incoming resources					
Incoming resources from generated funds					
0101 - Gift Aid - Bank S/O	23,886	-	360	24,246	28,928
0110 - Parish Giving Scheme Income	120,171	-	-	120,171	111,381
0120 - Non Gift Aid Envelope Scheme	114	-	-	114	810
0201 - Other Planned Giving (inc CAF chq)	13,916	-	-	13,916	15,754
0301 - Loose Plate Collections	10,336	-	1,301	11,637	8,747
0501 - Gift Aid - One Offs	9,365	2,000	6,426	17,791	20,342
0502 - Gift Aid - One Offs Specific Income	-	-	-	-	12,699
0550 - Non Gift Aid - One Offs	2,253	-	2,253	4,506	2,396
0551 - Non Gift Aid - One Offs Specific Income	-	-	-	-	2,429
0601 - Tax Recoverable on Gift Aid	11,850	500	546	12,896	19,878
0602 - Tax Recoverable on PGS Giving	28,242	-	-	28,242	26,115
0702 - Legacy - Holy Rood	-	-	-	-	6,952
0704 - Grant - Income	4,320	6,750	-	11,070	16,721
0901 - Sundry Donations	-	317	1,248	1,565	950
1020 - Bank Interest	4,510	-	2,505	7,015	2,463
1030 - Rent - Property	15,730	-	-	15,730	15,670
1031 - Rent - Mast	11,000	-	-	11,000	26,000
Incoming resources from generated funds Totals	255,692	9,567	14,639	279,898	318,233
Incoming resources from charitable activities					
1230 - Hall Hire	15,456	-	-	15,456	13,534
1231 - Coffee Income	10	-	-	10	5
1232 - Office Income	742	-	-	742	1,055
1233 - Traidcraft Income	-	-	-	-	96
1234 - Other Income (First Steps)	884	-	-	884	1,050
1235 - Other Income (Incl New Wine)	72	174	2,679	2,925	1,576
1236 - Other Income (Alpha, Yng at Hrt)	1,329	-	-	1,329	2,160
1237 - CK Ongoing Income	363	-	-	363	462
1238 - Other Income (Other)	3,194	900	-	4,094	17,953
Incoming resources from charitable activities Totals	22,049	1,074	2,679	25,802	37,889
Other incoming resources					
1101 - Other Incoming Resources	4,774	-	180	4,954	4,306
Other incoming resources Totals	4,774	-	180	4,954	4,306
Incoming resources Grand totals	282,515	10,641	17,498	310,654	360,429

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

				Total	
	General	Designated	Restricted	This year	Last year
Resources used					
Charitable activities					
1801 - Missionary Tithes	20,000	-	-	20,000	19,200
1851 - Other Mission Giving	500	1,285	-	1,785	-
1901 - Diocesan Parish Share	164,196	-	-	164,196	164,197
XXXX - Staff Costs including Digital and Worship Costs	51,778	8,130	-	59,908	50,692
2101 - Working Exp of Clergy	2,189	210	-	2,399	3,081
2102 - Working Exp of Youth Worker	64	-	-	64	519
2130 - Parsonage House Exp (Vicarage only)	542	-	-	542	451
2170 - Education & Training Budget	200	-	-	200	1,248
2180 - Alpha Costs	46	-	-	46	332
2202 - Youthwork Costs	1,346	-	-	1,346	340
2203 - Children and Youth Ministry Resource Mat	1,834	-	-	1,834	831
2301 - Church Running - Insurance	4,800	-	-	4,800	4,246
2310 - Church Running - Office Costs	4,515	-	-	4,515	3,020
2320 - Church Running - Coffee Costs	1,253	-	-	1,253	1,142
2330 - Holy Rood Church Maintenance Exc: QQ	3,614	-	-	3,614	10,987
2331 - Cleaning - Church Centre & Other	6,982	204	250	7,436	8,177
2332 - HR Church QQ Maintenance	1,616	-	-	1,616	-
2333 - Centre Consumables	1,254	-	-	1,254	1,492
2334 - Structural Projects	14,627	-	-	14,627	7,940
2335 - Maintenance Projects	498	-	8,363	8,861	18,635
2340 - Upkeep of Services	640	-	-	640	1,000
2345 - Flowers	110	-	900	1,010	1,537
2350 - Upkeep of Churchyard	317	-	-	317	2,503
2362 - Licence Fees	1,492	-	-	1,492	1,483
2363 - Publicity	489	-	-	489	377
2365 - Other Expenses	3,240	4,317	1,725	9,283	5,768
2370 - Outreach - First Steps	249	-	-	249	177
2371 - Outreach - Oldr Prsns Wrkr / Yng at Hrt	466	-	-	466	386
2375 - Community Mission	-	-	-	-	29
2376 - CK Ongoing Exp	1,637	-	-	1,637	487
2377 - CK Grant Exp	-	-	-	-	255
2378 - Leadership Team Exp Seniors	-	-	-	-	170
2379 - Leadership Team Exp Worship	215	-	-	215	1,029
2380 - Traidcraft Expenses	-	-	-	-	99
2401 - Church Utility - Electric	5,812	-	-	5,812	4,758
2410 - Church Utility - Gas	6,616	-	-	6,616	7,871
2420 - Church Utility - Water	251	-	-	251	183
2450 - AV / PA System Expenses	563	-	-	563	2,745
2501 - General Depreciation	14,046	-	-	14,046	14,421
2502 - Restricted Depreciation	-	-	1,291	1,291	1,349
2560 - Centre Maintenance Structural	-	-	-	-	420
2561 - Waste Contract	867	-	-	867	723
2841 - Darren Close Costs	574	-	-	574	1,069
Charitable activities Totals	319,440	14,146	12,529	346,115	345,368
Governance costs					
2602 - Governance Costs (Bank Charges)	109	-	60	169	232
Governance costs Totals	109	-	60	169	232
Resources used Grand totals	321,549	14,146	12,589	346,284	345,601

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

4. Analysis of Fund Movements

Crofton PCC
Fund movement summary
Selected period: 01 January 2023 to 31 December 2023

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
AV - Audio Visual Fund	825	-	-	-	-	-	825
AVIT - AV & IT	4,659	-	-	-	-	-	4,659
BRN - Bible Reading Notes - End of Year	343	180	165	-	-	-	358
Coffee - Coffee Morning	-	-	-	-	-	-	-
Cr2020 - Community Mission Fund	13,488	-	-	-	-	-	13,488
CWAWay - Church Weeked Away	-	-	-	-	-	-	-
Fareast - Fixed Asset Restricted Fund	30,713	-	1,291	-	-	-	29,422
Fish - Little Fish Fund	-	-	-	-	-	-	-
Flower - Flower Fund - End Of Year	403	658	900	375	-	-	537
FOCOC - FOCOC - End of Year	374,529	16,216	10,233	-	34,461	-	414,973
GDHARD - Gift Day 2022 Hardship	5,000	-	485	-	-	-	4,515
GDSTAFF - Gift Day 2022 Staffing	14,000	-	4,654	-	-	-	9,346
HigginsWil - St Edmund's Upkeep Legacy Higgins Wilson	12,897	-	-	-	-	-	12,897
HRR - Church Gable Reserve Fund	2,681	-	-	-	-	-	2,681
HRRRepairs - Holy Rood Repairs	4,000	-	-	-	-	-	4,000
IDWAL - IDWAL Ghana Fund	-	-	-	-	-	-	-
Legacy - Legacy - Designated	-	-	-	-	-	-	-
Marriage - Marriage Income & Exp	-	-	-	-	-	-	-
MensShed - Mens Shed	14,968	7,241	2,840	-	-	-	19,370
MoG - Men of GOD Ministry	-	-	-	-	-	-	-
OPEN - OPEN	4,961	-	-	-	-	-	4,961
Organ - Organ Fund	11,361	444	-	13	-	-	11,818
SeatStag - Seating & Staging	-	-	-	-	-	-	-
SnrWkr - Seniors Worker	14,543	-	-	-	-	-	14,543
Social - Social Events	-	-	-	-	-	-	-
StaffWell - Staff Wellbeing	5,185	2,500	1,892	-	-	-	5,793
Stares - Youth Work	6,952	-	3,476	-	-	-	3,476
Sunday - Sunday Friendship	-	-	-	-	-	-	-
Traidcraft - Traidcraft - End of Year	574	-	-	(574)	-	-	-
WARM - Warm Spaces	800	900	800	(900)	-	-	-
YM - Youth Minister	-	-	-	-	-	-	-
Youthwork - Youthwork Fund	-	-	-	-	-	-	-
Z3 - Church Centre Account	-	-	-	-	-	-	-
General - General fund	606,028	282,515	319,549	1,085	-	-	570,080
Totals	1,128,909	310,654	346,284	-	34,461	-	1,127,741

including agency fund, total is shown below:

Total Above	£1,127,741
Agency Collection & Other	£ 1,683 ¹
TOTAL balance sheet	£1,129,424

¹ Rounded value – note that agency collection movements in the table above should be ignored as they are incorrectly included in the report by the accounting software. The total fund balance above needs to be adjusted by the Agency collection and other value, which was £1,683 at the end of 2023, and which is shown on page 4. This value represents the total of agency balances within nominals 6501 and on 6699, plus other minor fund adjustments.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

5. Employees

Number of employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Parish Manager	1.0	1.0
Administrators #	-	0.3
Caretaker *	-	0.2
Child and Youth Team Leader	1.0	0.7
Children's Worker \$	-	0.3
Security **	-	0.7
Total	2.0	3.2

for 4 mths of 2022
\$ for 4 months of 2022

* for 2 months of 2022
** for 8 months of 2022

Staff Costs

	2023	2022
	£	£
Wages and salaries	53,682	49,273
Social security costs	-	-
Other pension costs	1,572	1,419
Total	55,254	50,692
Comms and Worship *	4,654	-
TOTAL	59,908	50,692

* contractor payments using designated funds from the 2022 Gift Day

There were no employees whose annual emoluments were £60,000 or more.

There were no disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

The staff numbers reflect the number of people employed and not the hours they work.

There are two full time employees during the whole of 2023.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

6. Tangible fixed assets for use by the PCC

	Land and Buildings	Equipment	Fixtures & Fittings	TOTAL
Cost				
At 1 January 2023	540,010	51,630	94,369	686,009
Additions	-	-	-	-
At 31 December 2023	540,010	51,630	94,369	686,009
Depreciation				
At 1 January 2023	29,829	40,478	82,043	152,350
Charge for the year	10,800	2,684	1,853	15,337
At 31 December 2023	40,629	43,162	83,896	167,687
Net book value				
At 31 December 2022	510,181	11,152	12,326	533,659
At 31 December 2023	499,381	8,468	10,473	518,322

7. Fixed asset investments for use by the PCC

CBF Investment Fund

Value at 1 st January 2023	£272,420
Increase in market value	£34,461
Reduction in market value	£
Value at 31 st December 2023	£306,881

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

8. Debtors

	2023 £	2022 £
Insurance Claim for damaged roof	-	-
Income tax (Gift aid) recoverable	<u>6,067</u>	<u>6,848</u>
TOTAL	6,067	6,848

9. Liabilities: amounts falling due within one year

	2023 £	2022 £
Charitable giving	20,000	20,000
Agency accounts	396	379
Accruals and deferred income	<u>9,561</u>	<u>7,658</u>
TOTAL	29,957	28,037

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

10. Statement of Assets and Liabilities by Fund

			Balance	Previous Balance
Investments				
6461: CBF Investment Fund				
FOCOC - End of Year	Restricted		306,881	272,420
			306,881	272,420
	Investments		306,881	272,420
Tangible Assets				
6430: Freehold Property Cost b/f				
Fixed Asset Restricted Fund	Restricted		50,010	50,010
General fund	Unrestricted		490,000	490,000
			540,010	540,010
6434: Freehold Property Depreciation b/f				
Fixed Asset Restricted Fund	Restricted		(21,029)	(20,029)
General fund	Unrestricted		(19,600)	(9,800)
			(40,629)	(29,829)
6440: Equipment Cost b/f				
Fixed Asset Restricted Fund	Restricted		25,761	25,761
General fund	Unrestricted		39,085	27,703
			64,846	53,464
6441: Equipment Additions				
Audio Visual Fund	Restricted		825	825
Fixed Asset Restricted Fund	Restricted		(825)	(825)
General fund	Unrestricted		-	11,381
			-	11,381
6442: Equipment Disposals				
Fixed Asset Restricted Fund	Restricted		(12,147)	(12,147)
General fund	Unrestricted		(1,069)	(1,069)
			(13,216)	(13,216)
6444: Equipment Depreciation b/f				
Fixed Asset Restricted Fund	Restricted		(23,042)	(22,929)
General fund	Unrestricted		(28,330)	(25,654)
			(51,371)	(48,582)
6445: Equipment Depreciation in year				
Fixed Asset Restricted Fund	Restricted		(91)	(113)
General fund	Unrestricted		(2,593)	(2,676)
			(2,684)	(2,789)
6446: Equipment Depreciation Disposal				
Fixed Asset Restricted Fund	Restricted		9,877	9,877
General fund	Unrestricted		1,017	1,017
			10,893	10,893

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

10. Statement of Assets and Liabilities by Fund (contd)

		Balance	Previous Balance
6450: Fixtures & Fittings Cost b/f			
Fixed Asset Restricted Fund	Restricted	46,479	46,479
General fund	Unrestricted	33,282	33,282
		79,761	79,761
6451: Fixtures and Fittings Additions			
General fund	Unrestricted	18,162	18,162
		18,162	18,162
6452: Fixtures and Fittings Disposals			
Fixed Asset Restricted Fund	Restricted	(2,544)	(2,544)
General fund	Unrestricted	(1,010)	(1,010)
		(3,554)	(3,554)
6454: Fixtures & Fittings Depreciation b/f			
Fixed Asset Restricted Fund	Restricted	(44,371)	(44,135)
General fund	Unrestricted	(40,273)	(38,328)
		(84,644)	(82,463)
6455: Fixtures and Fittings Depreciation in yr			
Fixed Asset Restricted Fund	Restricted	(200)	(236)
General fund	Unrestricted	(1,653)	(1,945)
		(1,853)	(2,181)
6456: Fixtures and Fittings Deprec'n Disposals			
Fixed Asset Restricted Fund	Restricted	1,770	1,770
General fund	Unrestricted	831	831
		2,601	2,601
Tangible Assets		518,322	533,659

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

10. Statement of Assets and Liabilities by Fund (contd)

			Balance	Previous Balance
Cash At Bank And In Hand				
6501: CAF Bank Crofton PCC				
AV & IT	Designated		4,659	4,659
Flower Fund - End Of Year	Restricted		537	-
St Edmund's Higgins Wilson	Restricted		-	12,897
Church Gable Reserve Fund	Restricted		2,681	2,681
Holy Rood Repairs	Designated		-	4,000
Men of GOD Ministry	Designated		(40)	(40)
OPEN	Designated		-	4,961
Organ Fund	Restricted		10,771	10,366
Seniors Worker	Designated		-	14,543
Staff Wellbeing	Designated		5,293	5,185
Youth Work	Designated		3,476	6,952
Warm Spaces	Designated		-	800
Youthwork Fund	Restricted		280	280
General fund	Unrestricted		8,849	1,198
Agency collection	Restricted		1,197	1,180
			37,702	69,661
6503: CBF General Fund				
Community Mission Fund	Designated		13,488	13,488
Gift Day 2022 Hardship	Designated		4,515	5,000
Gift Day 2022 Staffing	Designated		9,346	14,000
St Edmund's Higgins Wilson	Restricted		12,897	-
Holy Rood Repairs	Designated		4,000	-
OPEN	Designated		4,961	-
Seniors Worker	Designated		14,543	-
General fund	Unrestricted		24,488	53,009
			88,238	85,498

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

10. Statement of Assets and Liabilities by Fund (cont'd)

			Balance	Previous Balance
Cash At Bank And In Hand				
6505: FOCOC CAF				
FOCOC - End of Year	Restricted		54,049	49,990
			54,049	49,990
6506: CBF Organ Fund				
Organ Fund	Restricted		1,001	957
General fund	Unrestricted		-	13
			1,001	970
6509: FOCOC CBF				
FOCOC - End of Year	Restricted		53,953	51,586
			53,953	51,586
6510: Flower Fund Barclays				
Flower Fund - End Of Year	Restricted		-	350
			-	350
6511: Bible Reading				
Bible Reading Notes - End of Year	Restricted		358	343
			358	343
6513: Charity Bank				
General fund	Unrestricted		73,259	71,609
			73,259	71,609
6516: Mens Shed				
Mens Shed	Designated		19,370	14,968
			19,370	14,968
6590: CASH - Crofton PCC				
General fund	Unrestricted		90	90
			90	90
6591: FoCOC CASH A/c				
FOCOC - End of Year	Restricted		90	12
			90	12
6592: Flower Fund CASH A/c				
Flower Fund - End Of Year	Restricted		-	53
			-	53
6593: Traidcraft CASH A/c				
Traidcraft - End of Year	Restricted		-	574
			-	574
	Cash and Bank		328,110	345,703

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

10. Statement of Assets and Liabilities by Fund (contd)

			Balance	Previous Balance
Debtors				
6480: Debtor - Gift Aid & Other				
FOCOC - End of Year	Restricted		-	522
Organ Fund	Restricted		45	38
Staff Wellbeing	Designated		500	-
General fund	Unrestricted		5,522	6,288
			6,067	6,848
	Debtors		6,067	6,848
Agency Accounts				
6699: Agency collections				
General fund	Unrestricted		(13)	(13)
Agency collection	Restricted		409	392
			396	379
	Agency Accounts		396	379
Creditors: Amounts Falling Due In One Year				
6690: Charitable Giving Provision				
General fund	Unrestricted		20,000	20,000
			20,000	20,000
6695: Accruals Other				
General fund	Unrestricted		9,561	7,658
			9,561	7,658
	Creditors: Amounts Falling Due In One Year		29,561	27,658
	Grand Total		1,129,424	1,130,592

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

11. Breakdown of Cash and Bank Accounts by Fund Type at December 2023

		Unrestricted	Restricted	Total
6501	: CAF Bank Crofton PCC	22,236	15,466	37,702
6505	: FOCOC CAF	-	54,049	54,049
6510	: Flower Fund Barclays	-	-	-
6511	: Bible Reading Bank Account	-	358	358
6513	: Charity Bank	73,259	-	73,259
6516	: Men's Shed	19,370	-	19,370
6590	: CASH - Crofton PCC	90	-	90
6591	: FoCOC CASH A/c	-	90	90
6592	: Flower Fund CASH A/c	-	-	-
6593	: Traidcraft CASH A/c	-	-	-
TOTAL Current Accounts and Cash		114,955	69,963	184,918
6503	: CBF General Fund	75,341	12,897	88,238
6506	: CBF Organ Fund	-	1,001	1,001
6509	: CBF FOCOC	-	53,953	53,953
Total Deposit Accounts		75,341	67,851	143,192
Total Bank and Cash in hand		190,296	137,814	328,110
<i>Memo:</i>				
6461	: CBF Investment Fund (FOCOC)	-	306,881	306,881
Grand Total Including Investments		190,296	444,695	634,991

Balance as at 31/12/22 was £618,124. Cash and investment value has increased by £16,867.

Of the c. £190,000 unrestricted balance, £113,000 relates to legacies and designated funds, with £77,000 of funds remaining for general purposes.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2023

Financial Summary

General Fund – a small operating deficit

During 2023 the level of cash reserves on our general fund (the key measure that we monitor very closely) reduced by £4,000. Income and expenditure on general activities were both very similar to the previous year in total. Regular giving was largely maintained at 2022 levels. The main difference compared to 2022 was that we had slightly lower value of one-off donations (excluding those relating to the Gift Day), which is the key reason that we saw a small cash deficit in 2023 compared to a small cash surplus on the general fund in 2022.

During 2023 we spent a fairly significant portion of our designated reserves, including legacies, that we had built up over recent years. The main area of expenditure was £15,000 on the staging project in Holy Rood. We also spent £5,000 of the £19,000 that was received in response to the 2022 Gift Day funds, mainly to support our communications and worship ministries, and we also spent £3,500 of the Staeres legacy to support our Youthwork activities. The Men's Shed initiative raised £4,000 of additional funds.

At the end of 2023, our cash reserve balance on the general fund stands at £190,000. This includes £30,000 of unspent legacies. It also includes following designated cash balances (rounded): £13,000 for community mission activities, £15,000 for seniors' ministry, £4,000 for AV and IT equipment, £5,000 for staff wellbeing, £5,000 for our OPEN ministry (or similar activities), £14,000 from the 2022 Gift Day, £4,000 for Holy Rood repairs, £4,000 for Youthwork (the rest of the Staeres legacy) and £19,000 for the Men's Shed initiative. The remaining cash balance of £77,000 (which reduced by £4,000 in 2023) represents just under 3 months of expenditure, and is very close to the level we target in our reserves policy (see below).

Looking ahead to 2024, our budget assumes that we will breakeven despite key increases in utility costs (around £6,000 more cost due to the end of fixed term tariffs), and an £8,000 increase in parish share payments (a 5% increase). We also know that we have some fairly significant roof repairs (in the region of £8,000) that will need to be paid out of our general fund. We trust that the level of income from new joiners to our parish, from one off donations, and from giving from existing members will grow slightly, and that we see a positive impact from our 2024 Gift Day (details of which are still to be finalised).

Total position including restricted funds

Our total cash fund balance, including restricted funds, reduced by £18,000 the year. General funds (including those designated for specific purposes) reduced by £24,000 (due mainly to costs associated with the staging project, the general fund deficit and use of other designated funds), whereas restricted funds grew by £6,000. The £6,000 increase was mainly due to additional FOCOC funds. We also saw the value of the FOCOC Annie [Nancy] Price investment fund increase by £35,000 (this now has a value of just under £307,000, which is significantly higher than the £144,000 initial donation in 2016). As such, total funds (bank, cash and investments) grew by £17,000.

In total, our accounting income in 2023 was £310,000. This is £50,000 lower than in 2022, mainly due to £19,000 of gift day income in 2022, £11,000 of insurance claim receipts in 2022 and £15,000 of income in 2022 relating to the tower roof repair (recognising the income to match the expenditure), as well as £5,000 of other reductions (predominately lower one-off donations). Total costs in 2023 were £346,000, which was £1,000 higher than in 2022. This very small increase reflected higher staffing costs (including the full year of Youth and Children's team leader) and greater use of legacy costs on key projects (the cost of the staging project in 2023 being more than the prayer room project in 2022), but significantly lower maintenance costs in other areas (particularly those paid by insurance claims in 2022). In total this meant that we had a £36,000 accounting deficit in 2023 for both general and restricted activities combined, including non-cash movements such as depreciation and provisions. Once the £35,000 positive revaluation in our restricted investment is added, this results in a £1,000 reduction in total funds.

Legacy Policy

The PCC has a policy to use legacies for specific projects and not to 'lose' them in general funds. The legacies we receive are hugely helpful to the parish and we hope that more parishioners will consider leaving a legacy in the coming years.

Reserves Policy

In 2011 the PCC agreed that three months' running costs should be retained as reserves. As our costs are typically around £320,000 each year, this means that approximately £80,000 should be held in reserve. As described above, excluding legacies and amounts earmarked for specific initiatives (e.g. seniors, AV and IT, staff wellbeing), our remaining general fund cash balance at the end of 2023, which is £77,000, nearly meets this policy. It may be necessary, during 2024, to use some of our designated funds to support general reserves, in order to maintain this level of provision, but we hope that increases in giving and other income growth will mean this is not necessary. The PCC carefully and regularly monitor reserves and we aim to strike the right balance between being good stewards of the resources we have, but also being generous supporters of the work that God is doing in our parish.

Accounts

**2022 Report and Accounts for the
Parochial Church Council of
the Ecclesiastical Parish of
Crofton, Stubbington
Charity number 1128473**



Holy Rood Church lit to reflect the Christmas theme of Jesus the Light Shines in the Darkness

Preface

This document has been produced by the Parochial Church Council of Crofton Parish to fulfil two legal requirements:

1. The Church Representation Rules (Rule 9(1) (b)) require 'an annual report on the proceedings of the parochial church council and the activities of the parish generally' to be received by the Annual Parochial Church Meeting (APCM). The meeting is then free to discuss it.
2. As a registered charity Crofton Parish receives certain financial benefits from the government. The PCC members are trustees of this charity. The charity must provide an annual report and accounts to the Charity Commission to show responsible management and use of its funds. To qualify as a charity, it is also required to demonstrate that its aims are for the public benefit.

However, even though there are legal requirements to produce this document, it is a joy and privilege to report how God has brought recovery to the Parish after the disruption wrought by the Covid-19 pandemic over the previous two years.

Contents

Aim and Purposes.....	5
Vicar's Introduction and Report	6
A Timeline for Crofton Parish in 2022	7
Ministry Area Reports.....	10
Pastoral Care.....	10
Alpha.....	10
Community Groups	10
Youth, Children and Families.....	11
Seniors - Young at Heart and Men's Shed.....	12
Worship Ministry	12
Safeguarding.....	13
Deanery, Diocese and Wider Church.....	14
Administration	14
Staff and Volunteers	15
Mission Support.....	15
Fabric Reports	17
Holy Rood Church and Parish Centre	17
St. Edmund the Martyr Church.....	17
No7 Darren Close.....	18
Financial Summary	19
PCC Report	20
Structure, Governance and Management	21
Administrative Information.....	21
PCC Membership.....	21
Ex-officio PCC Members	21
Elected PCC Members.....	22
Co-opted Members:.....	22
Roles and Committees assigned by the PCC:	22
Clergy and other licensed ministers	23
Staff Team.....	23
Staff Employed by the PCC in 2022.....	24
Contract Positions working for PCC in 2022.....	24
Payments to PCC Members or people Connected to PCC Members	24
Worship Services and Statistics	25
Worship.....	25
Attendance Statistics	25

Annual Report Approval	26
PCC Annual Accounts for the year ended 31 st December 2022.....	27

Aim and Purposes

The Parochial Church Council [PCC] of Crofton Parish has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC has responsibility for the parish church of Holy Rood and the church of St Edmund the Martyr. It also has maintenance responsibilities for Holy Rood Church Centre and 7 Darren Close (a residential house).



Holy Rood and St. Edmund the Martyr Churches

Vicar's Introduction and Report

Writing this in March 2023, it finally feels like the pandemic is in the rear-view mirror, though it's effects will be felt for years to come. When we started 2022, we were still in 'Plan B' restrictions, which didn't fully end until February.

If it all feels quite distant now, perhaps that's because 2022 had as much upheaval as either of the previous years. As well as Covid's long tail, we're living through a war of aggression in Europe, more Prime Ministers than I can remember, a cost-of-living crisis and, of course, the sad death of Her Majesty Queen Elizabeth II in the autumn.

In the midst of all, however, the sense of reopening and 'starting over' in Crofton Parish has been wonderful to experience. Like churches around the country, we've experienced people moving on and new people joining. This is always normal in church life but perhaps the 'before and after' effect of the pandemic (combined with sending over 20 people from Holy Rood to St Mary's Rowner) means we noticed it more sharply in 2022, as both Holy Rood and St Edmund's congregations have changed and evolved.

There's lots I want to celebrate from 2022. Here's a few highlights:

- Both Alpha courses in 2022 were a joy to be part of as we saw lots of people discover and deepen their faith;
- It was great to welcome Claire Willis into a new role on the Staff Team as Youth & Children's Team Leader. Claire's passion and commitment to the role are obvious and I'm keen to see how our work with the next generation will develop;
- Relaunching Family Fun Afternoons was a great joy, as was the launch of our monthly Young at Heart Hub. My deep thanks to Jenny Wilford, Sue Elgie and the many volunteers that have made the Hub such a success;
- In our wider network, it's been wonderful to see the church plant at St Mary's Rowner flourish under Jude Greenfield's leadership. Just as positive was to welcome Hope Church, Whiteley into the network, where Amy Adeniran is now Vicar. I'm excited to see all that the Lord will do across Fareham and Gosport;
- The Thursday Morning service at Holy Rood continues to flourish. My thanks to Colin Prestidge and his team for all the care they give that congregation;
- Finally, Dan Greenfield becoming our Associate Vicar and Beth Yeandle our Curate mean that Crofton is well supported in our ministry and mission for the years ahead. I'm grateful to both of them for taking on these new roles and the care and commitment they give to parish life.



Dan Greenfield is licensed Associate Vicar

Looking ahead, I will be taking a **Sabbatical** during the autumn. It's my first sabbatical since being ordained in 2008 and will be a chance to recharge after the past couple of years and look to our future as a parish and a network. Please do pray for me and Kathryn while I'm away, as well as for Dan and Beth in my absence. I will be out of parish life from **August 7** until **November 13**.

With love,

Richard England

A Timeline for Crofton Parish in 2022

In the first Vicar's Letter for 2022, Rev. Richard England said "This January, we enter the third year of the [Covid-19] pandemic. Much of daily life is more normal than it was last year, thanks to the incredible impact of the vaccines. However, we are still a long way from life as we knew it, especially in church."

So the parish entered more settled times as we moved into, and through, 2022. There were changes, but fewer than in the previous two years, and by the end of the year it was good to be making changes to enhance the mission of the Parish rather than to protect people from the deadly effects of Covid-19.

At start of year, Holy Rood had two services on Sunday morning (with children's group at the first service), an evening service and a Thursday morning service; youth met twice a month in the evening. St. Edmund's, who were able to return to "normal" earlier than Holy Rood, were meeting at 9:30 on Sundays.

The following lists some of the key events in the life of the Parish and the country during the year.

January 11 th	St. Edmund's Bellcote brickwork is repointed.
January 16 th	Matt Lockwood becomes Holy Rood's worship leader taking over from Kathryn England.
January 23 rd	2022 Goals introduced, they are: Prayer ,Belonging and Invitation
January 31 st	Alpha Course starts in person and online
February 22 nd	Work starts on the demolition of the "Prayer Room" at the front of Holy Rood church.
February 24 th	Russia invades Ukraine, there are times of prayer as a Parish and with other churches in Stubbington and well as an offering for the people of Ukraine particularly over the following month.
March 19 th	First Games Night held with the Parish Centre turned into a board games café.
March 31 st	The recently enthroned Bishop of Portsmouth, Bishop Jonathan visits Holy Rood.
April 7 th	Work on installing new TV screens and permanently fixing the video cameras and wiring that had been rapidly setup in Holy Rood to allow services to be streamed during the pandemic, is completed.
April 9 th	The first Family Fun Afternoon since the Covid-19 pandemic started.
April 9 th	FOCOC Annual Meeting
April 10 th	Palm Sunday, the 11:30 service at Holy Rood is the last one held as people are comfortable with returning to a single service.
April 14 th	Holy Rood hosted a 631 Worship event, gathering worship teams from around the area.
April 17 th	Easter Sunday. Communion is celebrated at the 10am service at Holy Rood for the first time since March 2020.
April 27 th	Claire Willis joins the Staff Team as Youth and Children's Team Leader.
April 29 th	The "Vicar's Letter" which has been emailed each week to the congregation since the start of Covid-19 is rebranded to "Parish Update", it is still emailed out each week.

May 1 st	Annual Parochial Church Meeting is held in person and on Zoom. Nichola Sampford replaced Julie Mizen as one of the churchwarden.
May 18 th	As part of the Parishes link with New Wine, the South Hants Region meeting is held at Holy Rood.
May 29 th	The weeklong School of Prayer is launched.
June 2 nd	The country holds a long weekend celebration of Queen Elizabeth II's Platinum Jubilee
June 12 th	A new partnership with Hope Church, Whiteley is announced. Rev Amy Adeniran from Hope Church spoke at Holy Rood.
June 18 th	FOCOC Open Day at St. Edmund's
July 2 nd	Beth Yeandle, who has been on the Staff Team for many years, is ordained Curate and will serve her curacy in Crofton Parish.
July 10 th	Dan Greenfield, who has been curate in the Parish, is licenced as Associate Vicar (part time).
July 30 th	FOCOC Garden Tea Party
August 1 st	Young people from the Parish attend the Portsmouth Diocese, High Tide, youth residential.
September 6 th	Boris Johnson is replaced by Liz Truss as Prime Ministers, Liz Truss is then replaced after only 49 days by Rishi Sunak.
September 8 th	Queen Elizabeth II dies. Over the time of mourning both St. Edmund's and Holy Rood are open for personal reflection and special services are held.
October 1 st	Harvest Family Fun Afternoon
October 2 nd	The Parish Gift Day raises £19,000 including Gift Aid.
October 3 rd	The second Alpha Course of the year starts.
October 16 th	Holy Rood joins the rota of churches broadcasting on Outreach Radio, a local station broadcasting from Chandlers Ford.
October 16 th	Holy Rood is open for A Time to Remember for bereaved people.
October 24 th	The annual Be Well Sunday at Holy Rood reflects on good mental health.
October 30 th	A new prayer ministry team is commissioned at Holy Rood.
November 2 nd	Start of the 'Diary of a Disciple' six week after school club is for children aged 7 to 11.
November 13 th	Stubbington Remembrance service. The newly renovated war memorial was rededicated as part of our service.
November 14 th	Fuel costs have more than doubled during the year, Crofton Parish joins the national "Warm Spaces" scheme and opens three afternoons a week.
November 19 th	Tearfund big Quiz Night at Holy Rood
November 26 th	FOCOC Yuletide Fayre at Parish Centre
November 27 th	Solent Community Choir visits St. Edmund's
December 3 rd	Family Fun Afternoon that included Live Nativity and Christingle Service is attended by 140 families.
December 10 th	Village Christmas Tree lighting and carols service

December 16th With Covid restrictions over, Holy Rood has been able to host four schools, the scouts and WI for their Christmas services and two schools and Collingwood Band for Christmas concerts.

December 18th St. Edmund's Nine Lesson and Carols is held for the first time since 2019.

December 20th Christmas week includes a new Young at Heart Christmas Service ...

December 22nd and Thursday Service Christmas lunch.

December 23rd St. Edmund's holds Carols in the Churchyard which had been introduced during the pandemic.

December 24th St. Edmund's Nativity Service also returns after the pandemic.

Ministry Area Reports

Pastoral Care

During the course of 2022 life gradually became much more normal as we continued to recover from the effects of the Covid pandemic. However, the importance placed on the pastoral care of those in our congregations and communities continued to be extremely high.

- Main places for pastoral care continued to be community groups, the Young at Heart Hub and the First Steps midweek group.



Candles at the Memorial Service

- Pastoral visiting returned to a pre-pandemic level with home communions and nursing home visits resumed.
- A bereavement team contact the family of people whose funeral is led by the parish clergy and are able to provide ongoing support if requested. The annual Memorial event – A Time to Remember - was held in October, this continued to be well supported by many who are not regular church attenders.
- The annual 'Be Well' Sunday was in October – with an emphasis on good Mental Health
- The Prayer Ministry team was reformed and trained – and was commissioned on October 30th, providing prayer ministry each Sunday morning.
- Three welcome events were held throughout the year after Sunday morning services to orientate those who had recently joined the parish.

The way that pastoral care happens has developed as we have recovered from the pandemic, but the care and support shown has continued to reflect our nature as the Body of Christ, reflecting his compassion and love.

Beth Yeandle

Alpha

Crofton Parish has a long tradition of running successful Alpha courses and 2022 marked a return to more normal service as we emerged from the pandemic. Two courses were run through the year. The first one started in January and provided the opportunity to engage either online via a Zoom discussion group after the live-streamed talk or in-person in the main church. The second course was in-person only and ran over the Autumn in the Hall. Both courses were well attended and very well received.

Beth Yeandle

Community Groups

Community Groups is the name for our small groups. Open to anyone, these groups vary in size, demographic and place and frequency of gathering. They are environments for welcome,

community and discipleship, each facilitated by a small team of hosts. In 2022 we had ten Community Groups.

Dan Greenfield took on the oversight of Community Groups in autumn 2022 as part of his new role as Associate Vicar. Dan visited all Community Group hosts and, with Community Group co-ordinators Sue and John Elgie, provided a Christmas Thank You event for hosts in the hall.

Community Groups continue to be a vital part of church life, providing belonging, support and spiritual growth. From Dan's visits it was evident that hosts place high importance on these groups and find them a privilege to host.

Dan Greenfield

Youth, Children and Families

During the Spring, Crofton Parish interviewed for a full-time Children and Youth Team Leader and were very pleased to appoint Claire Willis who started in April. A big "Thank you" is due to Rev. Dan Greenfield who had previously had this responsibility along with his other roles.

All children and youth groups enjoyed increased post-pandemic freedom in early 2022.

Crofton Youth was one of the founding youth ministries of High Tide West - a monthly regional youth gathering - and hosted the third of these events at Holy Rood in March.

The first Family Fun afternoon since Covid was held just before Easter.

In spring, the Crofton Youth team ran 'workshops' with young people to plan Sunday night sessions in the hall on topics of their choosing.

First Steps - our Wednesday morning parent and toddler group - continued to grow under the leadership of Ethel and her team.

Dan and Richard were able to go back into the local primary and secondary schools to do Easter assemblies for the first time since the pandemic.

At the first school of Prayer in May, parents left their children to worship, learn about prayer and put these tools/skills into action with multiple activities. The youth also met for homemade pizza and the first episode of 24/7 prayer course.



Making Christingles

Claire Willis and Rev. Dan Greenfield became the new face of Family Fun from the Summer Event.

The Parish was able to work closely with schools in the community. In July we welcomed three year 8 classes from Bay Croft school for an RE visit. In the Autumn we provided Harvest assemblies in the local schools as well as Harvest family fun for the community. Over Christmas, every primary school in our parish came to the church for a Christmas service. As well as assemblies in the Senior school, which means every child in our parish heard the Christmas message.

In September Crofton United (primary school children) started the New Wine teaching Program 'Mission Possible' enabling our raising generation to know that, with God all things are possible.

Crofton Youth Started the Scripture union program Rooted, to help them find their faith and rooting in Jesus. Alongside the teaching we started using the 'Children's' module in Church Suite church administration program in order to keep all of our data up to date and safe.

The Christmas Family Fun which fused together the Live Nativity and Christingle Service, which had been separate events pre-pandemic was lots of fun and very busy. We decide not to live stream our scratch nativity for safeguarding reasons, which allowed us to include all of the children in our congregation.

Claire Willis

Seniors - Young at Heart and Men's Shed

Young at Heart (YAH) has had a very busy and, wonderful to report, a successful year.

Last year in July we launched the YAH hub. This was in response to the success of Family Fun and also due to the loss of Cup of Tea and Company which did not run throughout the pandemic.

The format of zones which include a café, listening corner, games and craft has been a wonderful addition to life in the church. It has supported individuals both in the church and wider community to come together monthly to chat, care and support each other with a warm welcome. We regularly have 65 plus attending and are growing each month.



Young at Heart Hub Games Zone

In recent months we have received requests from schools to support their inter-generational projects.

Separately the Mens Shed has now grown from strength to strength and is encouraged by the grant for their own building to support individuals in the church and wider community.

Jenny Wilford

Worship Ministry

I'm grateful for a smooth transition at the start of the year, taking on the leadership of the worship and tech ministry from Kathryn who had led the team for the previous five years, guiding it through lockdowns, technology developments and membership changes.

This year we've seen small but significant growth and development in the ministry. In the spring we switched over to a new in-ear monitoring (IEM) system that reduced the equipment footprint on the stage and gave team members more control over their foldback mixes.

In April we held a gathering for local worship teams, called 631 Worship. This was an event I'd run at a previous church and had been shelved due to the lockdowns and church move. It was great to connect with people who also lead contemporary worship in churches in our diocese, making new friendships and rekindling old ones. The aim is to host more of these events, to build relationships, and provide resource and training.

We continue to support the worship at St Mary's Church, sending over a musician each week to work with the small team there. This is an important aspect of our network ministry.

After the summer we held an open evening at one of our team nights, inviting anyone interested to come along and find out more about being involved in the worship and tech ministry. We have been greatly encouraged by the number of people who came along, many of whom have already started to be active team members: Brian and Hilary on the tech team; Jonny, Charley, Nicola and Oliver on the worship team; and others that we hope will be able to get more involved this year.

Christmas events went very well this year, with lots of encouraging feedback. The team were able to lead for the various events despite a number of people going down with sickness at various points during the season, an example of the continuing culture of serving and supporting each other in the team.

Our aim for this coming year is to develop the things we started last year: host some more 631 events for leaders and teams, and build relationships with other church worship teams; continue with regular monthly worship team gatherings that will vary between worship, teaching and community nights, for all our network churches; look into providing training for our tech team as it brings in new members; and host another open evening.

We also intend to launch Worship Nights in the coming year. The aim of these nights is to grow the worship culture of our church. We will also be involved with the rebuilding of the stage at the front of the church, which gives us the opportunity to reposition some of the tech equipment we're using at the front and by the PA desk.

Matt Lockwood

Safeguarding

The PCC recognises that it has the responsibility to provide a safe environment for all and strives to achieve this aim. Due to the confidential nature of this area of the Parish's work the PCC has established a Safeguarding Team, led by Marian Graham, to oversee this work. The team meet on a regular basis to review and discuss any safeguarding issues that have arisen and reports regularly to the PCC.

The Safeguarding Team continues to support the PCC in ensuring that all appropriate safeguarding measures/checks are in place for volunteers.

Safe recruitment of new volunteers continues to be used prior to them taking up the post.

All volunteers are required to follow the Portsmouth Diocese Training programme and complete the level of training set for the post.

The Dashboard System was introduced by the Diocese to ensure correct procedures are being followed; this has been completed by Vicki Edwards and Richard England. An action plan has been drawn up for moving forward.

Any safeguarding concerns that have arisen this year have been addressed speedily and appropriately. An email trail of the concern and the outcome has been recorded on the confidential safeguarding account.

Marian Graham

Deanery, Diocese and Wider Church

The key event for the Diocese (and the Deanery) in 2022 was the installation of the tenth Bishop of Portsmouth, the Rt Rev Dr Jonathan Frost in March. He arrived at a time when the Diocese was attempting to plan for the future while recovering from the effects of Covid which had, among other things, led to a large financial deficit. Having a bishop in place allowed pending decisions to be made. One of these decisions was to progress where clergy are allocated, this involved filling vacancies and allocating new posts (including an associate vicar and curate in Crofton).

Fareham Deanery was in a planning and waiting phase in 2022. Work continued on the Deanery Plan, this was fairly well finalised within the Deanery, but had not gone through Diocesan approval. During the year half of the Deanery clergy posts were in vacancy. The plan was for "Covenanted Partnerships" of parishes working together in the Western Wards and Fareham Centre. Crofton's partnership with Hope Church, Whiteley was recognised in the plan, other than that it will have little influence on the Parish. There are opportunities to be more involved with the Deanery's work with Children, Youth and Families.

Crofton Parish continued to work with other churches within Stubbington particularly during the week of Prayer for Christian Unity, the Good Friday Service on the Green, and the distribution of Christmas cards/leaflets.

Administration

The start of 2022 felt much more like the pre pandemic years with less Covid restrictions in place and at Holy Rood, St Edmund's, and the Parish Centre.

We started to see more requests for baptisms, weddings and funerals together with an increase in the hire of rooms within the Parish Centre. All administration for these events is dealt with by the Parish Office. In addition to this they also oversee the administration for Sunday groups and midweek activities, like First Steps and Young at Heart, who launched a new initiative, the Young at Heart Hub. The office team ensure that those who usually attend are contacted and that the publicity is kept up to date.

We also saw a return of school's using Holy Rood for special events throughout the year, but particularly at Christmas. Ensuring that they have what they need for their services is another role of the admin team, who liaise with the Ministry and Tech teams.

April saw Claire Willis start in the newly created position of Youth & Children's Team Leader. It was decided not to immediately replace her Admin & Treasury Assistant Role and see how the office team managed with the much-appreciated support of our fantastic volunteers Sue Elgie and Gill Nolan.

After the Easter Holidays Richard's weekly email, which had kept everyone informed about what was happening in Crofton Parish was relaunched as the Parish Update. This new format has meant that it can be produced by a variety of different people.

The autumn term proved challenging with, in addition to annual leave, sickness absence due to injury. However, the amazing team of office volunteers kept everything going.

In 2023 the Parish office are looking forward to utilising additional software within ChurchSuite with a view to providing online bookings and payments.

Vicki Edwards

Staff and Volunteers

2022 saw a return to normal service following the disruption of Covid and all its restrictions. The operation of Crofton Parish involves numerous volunteers in a variety of roles working alongside and supporting the staff and leadership teams. Thank you to everyone involved who gave generously of their time and skills to serve God within our Parish.

Each year, one volunteer is recognised for their work at the Annual Meeting by presenting them with the Charlie Crane Cross. In 2022 Richard & Barbara Piper received the award for their service within the Bereavement Team and Prayer Ministry – many people have benefited from their support during difficult times.

Crofton Parish benefits from a committed staff team made up of paid and volunteer roles. During the year the following changes took place:

- Craig Peel resigned as Parish Caretaker and left at the end of February. Since that time the role has been covered by paid contractors or willing volunteers.
- Claire Willis became our new Youth & Children's Team Leader in April and has made an instant impact on the work with our youth and children. This left her previous position of Admin & Treasury Assistant vacant and the role has been covered by the rest of the office team.
- Danny Corp resigned from his parish Security post at the end of July. This position has not been continued.

We would like to thank Craig, Claire and Danny for all their hard work and support in their roles.

We are aware that there are people within our congregations with a wide range of gifts and skills. If you feel that God is calling you to use your talents in a particular area, please chat with someone or contact the parish office.

Vicki Edwards

Mission Support

During 2022 the Mission Support Team was reworked to become a PCC Task Group consisting of PCC members each with a heart for mission both locally and overseas.

FUNDS AVAILABLE: Based on Crofton's income in 2021 our funds available for distribution during 2022 totalled £18,000.

The PCC agreed the following:

LONG TERM PARTNERS - 5 long term mission partners, received £2000 each: totally £11,000

1) The Church Mission Society



Some of the Family Fun Team

- 2) Open Doors
- 3) School of Ministries
- 4) Tear Fund
- 5) Gosport and Fareham School Pastors

In addition, Crofton have made an ongoing commitment to support the work of New Wine who received £1000.

WIDER DISTRIBUTION:

An invitation to bid for financial support was issued to advocates within our congregation. The following 7 Christian charities were approved and received a total of £6,200

A2B Aid to the Balkans	- £700
CedarOak Support Trust	- £1000
Europe2Europe	- £1000
Hope Now – Ukraine	- £500
India Inland Mission	- £500
Mustard Seeds Songs	- £1000
Tears of Hope Namibia	- £500
The Ugly Duckling Co.	- £1000

It is normal practice to hold back some funds to enable us to respond to any “in year” crisis. During 2022 we held the balance back to support our ‘Warm Space initiative’ but on receiving a financial grant from the ‘Asda Community Foundation’ we were able to re purpose these funds and will send the balance to the Gosport and Fareham Food Bank in early 2023.

Crofton are also committed to supporting charities through different ‘giving’ routes.

The Book Garden Thanks to members of our congregation, we were able to send books to be sold out to ‘The Book Garden’ a charity based in Greece supporting trafficked women.

The War in Ukraine Crofton Parish acted as a “drop off point” for the Jacob's Well charity mission to Ukraine. The convoy of vehicles, despite some obstruction at the Austrian border, arrived safely at the Romania/Ukraine border.

We are also a drop off point for the Gosport and Fareham Food Bank and for snacks and toiletries for Sophies Legacy Charities.

Sue Elgie

Fabric Reports

Holy Rood Church and Parish Centre

2022 was a more normal year as we continued to recover from the pandemic. All services were in-person but continued to be live-streamed. Congregation display screens were updated and cameras permanently installed, together with two stage lights, facilitating the removal of the lights in front of the stage.

The major project in 2022 was the removal of the Prayer Room in the southwest corner of the church. Demolition work started in April and the project was completed in May. This project has been a big success and great thanks are due to Malcolm Lewis for his skilled work. The results are clear for all to see, providing a space with lots of natural light which is being well used as a prayer area with easy accessibility for all. The space has also been used to position the tank for a Baptism, with the newly mounted cameras being able to film the action for the rest of the congregation to watch.

The work on the tower roof, delayed from 2021 due to the contractor stopping trading, was finally completed in February leaving it pigeon-proof.

A period of extremely wet and windy weather in late Autumn led to a high number of leaks in the Hall, main church and centre loft.

Cleaning of the centre has continued to be contracted out with hours varying as required throughout the year.

The Quinquennial inspection which took place in November 2021 has yet to produce a report.

Martin Yeandle

St. Edmund the Martyr Church

2022 was a year of recovery after the ravages of Covid19. During the year Services generally reverted back to what was normal before lockdowns, social distancing etc. finishing with the FOCOC 9 Lessons and Carols, and a Nativity Service on Christmas Eve. In view of the good response to the Carols in the Churchyard in 2021 this service was also repeated.

In a similar way, FOCOC Events gradually also came back in fashion starting with a major church cleaning exercise held in March followed by all the other events listed on the Timeline.

On the building front, the only work undertaken at the start of 2022 was the fixing of roof blocks, repointing some internal brickwork in the bellcote and re-securing some roof lead flashing. Following the Tree Safety Audit in December 2021 on the trees which are the PCC's responsibility, the recommended work was carried out in April last year.

The necessary inspections (Central Heating, Portable Appliance Testing etc.) and other routine maintenance tasks (lightbulb changing, grass cutting, clearing rain water gutters/drain pipes, etc.) were successfully undertaken.

Gary Willcocks

No7 Darren Close

The Curate's house continued to be let commercially all year as it was not required. There were a few minor issues, particularly with the boiler in the Autumn, but the property is managed by Eckersley White and these were resolved.

Martin Yeandle



Rev. Beth Yeandle's licensing

Financial Summary

2022 was a positive year for our parish finances. We were really pleased to be able to report a small operating surplus and increase the level of cash reserves on our general fund by £4,000. We also saw a very generous response to our Gift Day, raising an additional £19,000 which will be used to support key areas of our ministry over the next two years. During 2022, we also spent a fairly significant portion of our designated reserves on key projects such as the tower roof repair, upgrades to our AV system, and the prayer room project in Holy Rood church.

At the end of the 2022, our total cash reserves on unrestricted funds stands at £214,000 of which £81,000 is general reserves and the remainder relates to a combination of legacies and funds that are designated for particular, future, activities. We also have £404,000 of restricted funds as cash or investments – mainly relating to FOCOC (£374,000) but also some other restricted funds (£30,000).

Having a strong level of reserves means that we are relatively well placed to deal with a number of significant financial challenges that are likely to come our way in 2023 and in future years. Our 2023 budget assumes that we will face a small deficit, mainly because we need to invest in additional staffing (particularly in admin support) and will also face an increase in utility (especially electricity) costs. We trust that the level of income from new joiners to our parish will increase during 2023, and that this will reduce the size of any gap between income and costs. We also know that we will need to spend money investing in our church heating system, maintaining our church buildings, and making changes which reduce our carbon footprint and help us move towards becoming carbon neutral by 2030.

The Annual Accounts, which includes a more detailed description of the Parish's financial activities over the year, is appended to this Annual Report.

Steve Lazell

PCC Report

The Parochial Church Council met eight times in 2022. There was a change to frequency of meetings after the summer, rather than meeting most months, PCC started to meet every two months.

Alongside the change in frequency of PCC meetings, the way task groups operated started to change. Task groups were originally set up to cover areas of PCC concern that were best dealt with in smaller groups. These groups were meeting after a shortened PCC meeting, which was not ideal. It is hoped the new structure will allow the task groups to meet when necessary and draw upon people within the congregation with specific skills. The groups will be Eco Church, Mission Giving, Holy Rood campus fabric, Holy Rood campus special projects and Human Resource. (St. Edmund's fabric is managed by FOCOC.)

During the year finance, church fabric, safeguarding, health and safety issues were reviewed in each meeting. Some other topics that were discussed by PCC during the year were:

- how communion is received in Holy Rood,
- the upgrade to the AV and Streaming system,
- the removal of the prayer room and upgrade to the staging in Holy Rood,
- endorse Lindsey Crowhurst and Kathryn England's selection and training for licensed lay ministry,
- allocation of the monies raised at gift day.

Simon Swindells

Structure, Governance and Management

Administrative Information

Holy Rood Church and Parish Centre is situated on Gosport Road, Stubbington. St. Edmund's Church is situated on Lychgate Green, Stubbington.

The correspondence address for the Parish is The Parish Office, Holy Rood Church, Gosport Road, Stubbington, Hampshire, PO14 2AS.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2017) and a charity registered with the Charity Commission as charity number 1128473. The members of the PCC are the trustees of the charity.

PCC Membership

Members of the PCC are either ex-officio, co-opted, elected to Deanery Synod or PCC by the Annual Parochial Church Meeting (APCM) or elected to Diocesan Synod in accordance with the Church Representation Rules. Members of the congregations are encouraged to register on the Electoral Roll and to consider standing for election to the PCC or Deanery Synod.

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

The maximum size of the PCC and number of Deanery Synod members are determined by the size of the parish's electoral roll. In 2013 the APCM agreed to limit the number of PCC representatives to twelve. Each member's elected period is for three years, four members are elected for the full term each year. Crofton Parish has up to five elected members on Deanery Synod.

The Scheme, approved at the 2019 APCM, to appoint two deputy churchwardens for St. Edmund's continues and Sorel Mitchell and Gary Willcocks were appointed and have ex-officio places on the PCC.

Due to a number of PCC members joining the partner church (St. Mary's) at the end of 2021, there were a number of vacancies on PCC until the APCM. PCC members who have served at any time during 2022 are:

Ex-officio PCC Members

Incumbent and PCC Chair:	Rev. Richard England
Associate Vicar:	Rev. Dan Greenfield (from July 10 th)
Assistant Minister:	Rev. Colin Prestidge
Curates:	Rev. Dan Greenfield (until July 10 th) Rev Beth Yeandle (from July 2 nd)
Churchwardens:	Julie Mizen (until APCM May 1 st) Nichola Sampford (from APCM May 1 st) Martin Yeandle
Deputy Churchwardens: (St. Edmund's)	Gary Willcocks Sorel Mitchell

Elected PCC Members

Elected Members of Diocesan Synod:

Stuart Forster
Simon Swindells
Beth Yeandle (Beth moved from House of Laity to House of Clergy)
Rev. Richard England

Elected Members of Deanery Synod:

Dave Brown
Sue Elgie (from APCM May 1st)
Stuart Forster
James Nolan
Simon Swindells

Elected Members of the PCC:

Ethel Brokenshire (from APCM May 1st)
Richard Craigie (from APCM May 1st)
Sarah Donaghy
Derek Donald (from APCM May 1st)
Ady Elston (from APCM May 1st)
Emily Horne
Carla Grant
Steve Lazell
Malcolm Lewis (from APCM May 1st)
Ali Lockwood (from APCM May 1st)
Lis Olaniyan
Nichola Sampford (until APCM May 1st)
Christopher Willis

Co-opted Members:

Sue Elgie (until APCM May 1st)

Roles and Committees assigned by the PCC:

Vice-Chair:	Martin Yeandle
Treasurer:	Steve Lazell
Secretary:	Simon Swindells
Electoral Roll Officer:	Vicki Edwards
Standing Committee:	Rev. Richard England, Martin Yeandle, Nichola Sampford, Steve Lazell and Simon Swindells
Finance Committee:	Steve Lazell, Rev Richard England, Martin Yeandle, Nichola Sampford, Simon Swindells, Brian Cariss, Vicki Edwards
Safeguarding Committee:	Rev. Richard England, Marian Graham, Vicki Edwards,
Disability Awareness:	Mara Curtis
Health and Safety:	Nichola Sampford (until APCM May 1 st , then vacant)

Data Compliance Officer: Simon Swindells

Clergy and other licensed ministers

At the end of 2022 the following are licensed to officiate at services in the Parish -

Vicar:	Rev. Richard England
Associate Vicar:	Rev. Dan Greenfield
Assistant Minister:	Rev. Colin Prestidge
Curate:	Rev. Beth Yeandle
Retired Clergy:	Rev. Ted Goodyer Rev. Wing Man Tsang
Readers and PTOs	Colleen Tsang Karen Wainwright Gary Willcocks

Staff Team

At the end of 2022, the Parish leadership team which comprises paid and volunteer members was:

Vicar:	Rev. Richard England
Vicar's PA:	Sue Elgie
Worship Team Leader:	Matt Lockwood
Parish Manager:	Vicki Edwards
Assistant Minister:	Rev. Colin Prestidge
Curate:	Beth Yeandle
Associate Vicar:	Rev. Dan Greenfield
St. Edmund's	Gary Willcocks
Seniors	Jenny Wilford
Youth and Children	Claire Willis

Staff Employed by the PCC in 2022

Children, Youth and Families Team Lead: Rev. Dan Greenfield (until April)
Claire Willis (from May)

Parish Manager: Vicki Edwards

Administrative Assistant: Claire Willis (until April)

Caretaker: Craig Peel (until February)

Security: Danny Corp (until August)

Contract Positions working for PCC in 2022

Wedding and Baptism Administration fulfilled by Gill Nolan

Cleaner fulfilled by Kerena Ferris

Payments to PCC Members or people Connected to PCC Members

The PCC are aware of several cases where PCC members, or others closely connected to PCC members, are either employed or receive payments from the PCC. The PCC ensure that these PCC members are not involved in discussion or decisions involving their payment or the connected person's payments.

Employed PCC members in 2022

- Dan Greenfield (until April)

PCC members with Connected Persons receiving payments in 2022

- Jim Nolan connected to Gill Nolan
- Sue Elgie connected to Claire Willis
- Christopher Willis connected to Claire Willis

Worship Services and Statistics

Worship

During 2022 St. Edmund's held a 9:30am service each week.

At Holy Rood there were both a 9:30 and an 11:30 morning service on Sundays at the start of the year, the last 11:30 service was held on Palm Sunday. There was an evening service at 7pm on all but the first Sunday of the month. The 9:30 service was livestreamed to Facebook and the Parish website throughout the year.

There was a 10am service on Thursdays at Holy Rood throughout the year.

Attendance Statistics

The Parish's statistics were reported to the Diocese as normal. Covid restrictions were initially relaxed and finally removed during 2022; the numbers reported are therefore a far better representation of the state of the Parish than had been available in the previous two years. The numbers shown in brackets are the figures for 2022, but comparisons between 2022 and 2021 are difficult because of the prevalence of Covid in 2021.

The Average Sunday Attendance is the average of those in church for the five Sundays in October.

	Holy Rood	St. Edmund's	Total
Electoral Roll at APCM			360 (378)
Average Sunday Attendance Adults	146 (152)	50 (52)	196
Average Sunday Attendance under 16s	37 (36)	0 (0)	37
Easter Day Attendance	218	82 (74)	300
Advent special service in-person attendance	1194 (1141)	177 (150)	1371
Christmas Eve & Day in-person attendance	296 (166)	217 (41)	513
Worshipping Community	481 (502)	140 (150)	621
Children baptised	7 (5)	0 (0)	7
Children brought for thanksgiving	2 (5)	0 (0)	2
Youth & adults baptised	1 (0)	0 (0)	1
Number of couples married or blessed	4 (3)	3 (2)	7
Funerals in church or conducted by minister	15 (19)	9 (17)	24

Annual Report Approval

Annual Report approved by the PCC on *23rd March 2022* and signed on their behalf by
Rev. Richard England, Incumbent and Chair of the PCC

A handwritten signature in black ink, appearing to read 'R England', is written on the page.

PCC Annual Accounts for the year ended 31st December 2022



**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF CROFTON, STUBBINGTON**

**ANNUAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

Registered Charity Number 1128473

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CROFTON, STUBBINGTON

I report to the charity trustees on my examination of the accounts of the PCC of the Ecclesiastical Parish of Crofton for the year ended 31st December 2022.

Responsibilities and basis of report

As the charity's trustees of the Ecclesiastical Parish of Crofton (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Ecclesiastical Parish of Crofton are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Crofton Parish's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I 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.

Signed:

Name: Mr Richard Kendall ACMA
Member, Chartered Institute of Management Accountants
Address: 65, Garstons Close, Titchfield, Fareham, PO14 4EP
Date: XX/XX/2023

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 DECEMBER 2022

Note – throughout the financial report, there may be minor discrepancies in the totals if the pence are not being shown due to rounding

Crofton PCC - 1128473
Statement of Financial Activities
For the period from 01 January 2022 to 31 December 2022

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Total
Incoming resources					
Incoming resources from generated funds					
Voluntary income	267,917	6,184	—	274,101	262,500
Investment income	43,418	714	—	44,132	18,506
Incoming resources from charitable activities	35,913	1,977	—	37,889	12,436
Other incoming resources	4,152	155	—	4,306	5,048
Total income	351,399	9,030	—	360,429	298,491
Resources used					
Cost of generating funds					
Fundraising trading cost of goods sold and other	—	—	—	—	—
Charitable activities	335,118	10,250	—	345,368	300,049
Governance costs	151	81	—	232	194
Total expenditure	335,269	10,331	—	345,601	300,243
Gains / losses on investment assets	—	(27,315)	—	(27,315)	382,426
Net income / (expenditure) resources before transfer	16,130	(28,617)	—	(12,487)	380,673
Transfers					
Gross transfers between funds - in	37,926	1,125	—	39,051	527
Gross transfers between funds - out	(39,051)	—	—	(39,051)	(527)
Other recognised gains / losses					
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
Net movement in funds	15,005	(27,492)	—	(12,487)	380,673
Reconciliation of funds					
Total funds brought forward	679,579	463,501	—	1,143,080	762,406
Total funds carried forward	694,583	436,009	—	1,130,592	1,143,080

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

BALANCE SHEET AS AT 31 DECEMBER 2022

	Total Funds £	Prior Year Funds £
Fixed assets		
Tangible assets	533,659	538,047
Investments	272,420	299,735
	806,078	837,782
Current assets		
Debtors	6,848	10,627
Cash at bank and in hand	345,703	335,587
	352,551	346,214
Liabilities		
Creditors: Amounts falling due in one year	28,037	40,916
Net current assets less current liabilities	324,514	305,297
Total assets less current liabilities	1,130,592	1,143,080
Total net assets less liabilities	1,130,592	1,143,080
Represented by		
Unrestricted		
Unrestricted - General fund	606,028	618,466
Designated		
Designated - AV & IT	4,659	18,785
Designated - OPEN	4,961	4,961
Designated - Seniors Worker	14,543	14,543
Designated - Staff Wellbeing	5,185	6,250
Designated - Youth Work	6,952	—
Designated - Warm Spaces	800	—
Designated - Community Mission Fund	13,488	13,488
Designated - Gift Day 2022 Hardship	5,000	—
Designated - Gift Day 2022 Staffing	14,000	—
Designated - Holy Rood Repairs	4,000	—
Designated - Mens Shed	14,968	3,086
Restricted		
Restricted - Audio Visual Fund	825	825
Restricted - Organ Fund	11,361	10,971
Restricted - Agency collection	1,683	1,683
Restricted - Bible Reading Notes - End of Year	343	452
Restricted - Fixed Asset Restricted Fund	30,713	32,062
Restricted - FOCOC - End of Year	374,529	399,476
Restricted - Flower Fund - End Of Year	403	209
Restricted - Church Gable Reserve Fund	2,681	2,681
Restricted - St Edmund's Upkeep Legacy Higgins Wilson	12,897	14,565
Funds of the church	1,130,592	1,143,080

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005

1.2 Funds

Restricted funds represent:

(a) income which may be expended only on those restricted objects provided in the terms of the bequest, and

(b) donations or grants received for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

1.3 Incoming resources

Voluntary income and capital sources

Planned giving, collections and donations are recognised when received by or on behalf of the PCC.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. All incoming resources are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognized in the same accounting year.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments at 31 December. This applies to the CBF Investment Fund (restricted, FOCOC).

1.4 Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is recognised when it is incurred and is accounted for gross.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

1.5 Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the accounts by Section 10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £500 or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other fixed assets

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	2% straight line
Equipment	20% reducing balance
Fixtures, fittings & equipment	15% reducing balance

Individual items of capital expenditure with a purchase price of £1000 or less are written off when the asset is acquired.

1.6 Investments

Investments are valued at market value at 31 December 2022

1.7 Current assets

Amounts owing to the PCC at 31 December 2022 in respect of all income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

1.8 Stock

Stock is valued at the lower of cost and net realisable value.

1.9 Pensions

The PCC operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme. From 1 February 2017 the PCC has been operating a Workplace Pension scheme with Nest pensions in accordance with legislation and direction from the Diocese.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

	Unrestricted	Designated	Restricted	Endowment	TOTAL	
					This year	Last year
Incoming resources						
<i>Incoming resources from generated funds</i>						
0101 - Gift Aid - Bank S/O	28,568	—	360	—	28,928	37,744
0110 - Parish Giving Scheme Income	111,381	—	—	—	111,381	108,773
0120 - Non Gift Aid Envelope Scheme	810	—	—	—	810	2,512
0201 - Other Planned Giving (inc CAF)	15,754	—	—	—	15,754	14,109
0301 - Loose Plate Collections	7,496	—	1,251	—	8,747	3,403
0501 - Gift Aid - One Offs	18,704	—	1,639	—	20,342	13,776
0502 - Gift Aid - One Offs Specific Income	12,699	—	—	—	12,699	—
0550 - Non Gift Aid - One Offs	1,134	—	1,262	—	2,396	11,510
0551 - Non Gift Aid - One Offs Specific	2,429	—	—	—	2,429	—
0601 - Tax Recoverable on Gift Aid	19,099	—	779	—	19,878	19,936
0602 - Tax Recoverable on PGS Giving	26,115	—	—	—	26,115	25,550
0701 - Legacy - Whole Parish	—	—	—	—	—	—
0702 - Legacy - Holy Rood	—	6,952	—	—	6,952	—
0703 - Legacy - St Edmunds	—	—	—	—	—	14,720
0704 - Grant - Income	4,320	12,401	—	—	16,721	5,987
0901 - Sundry Donations	—	56	894	—	950	4,481
1020 - Bank Interest	1,749	—	714	—	2,463	350
1030 - Rent - Property	15,670	—	—	—	15,670	7,157
1031 - Rent - Mast	26,000	—	—	—	26,000	11,000
Subtotal	291,926	19,409	6,898	—	318,233	281,007
<i>Incoming resources from charitable activities</i>						
1230 - Hall Hire	13,534	—	—	—	13,534	9,709
1231 - Coffee Income	5	—	—	—	5	—
1232 - Office Income	1,055	—	—	—	1,055	826
1233 - Traidcraft Income	—	—	96	—	96	342
1234 - Other Income (First Steps)	1,050	—	—	—	1,050	—
1235 - Other Income (Incl New Wine)	1,419	157	—	—	1,576	1,455
1236 - Other Income (Alpha, Yng at Hrt)	2,160	—	—	—	2,160	94
1237 - CK Ongoing Income	462	—	—	—	462	11
1238 - Other Income (Other)	16,072	—	1,881	—	17,953	—
Subtotal	35,756	157	1,977	—	37,889	12,436
<i>Other incoming resources</i>						
1101 - Other Incoming Resources	4,152	—	155	—	4,306	5,048
Subtotal	4,152	—	155	—	4,306	5,048
Total Income	331,833	19,566	9,030	—	360,429	298,491

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

	Unrestricted	Designated	Restricted	Endowment	TOTAL	
					This year	Last year
Charitable activities						
1801 - Missionary Tithes	19,200	—	—	—	19,200	12,050
1901 - Diocesan Parish Share	164,197	—	—	—	164,197	173,892
XXX – Staff Costs	50,692	—	—	—	50,692	46,367
2101 - Working Exp of Clergy	3,081	—	—	—	3,081	2,345
2102 - Working Exp of Youth Worker	519	—	—	—	519	—
2104 - Working Exp - Worship (Kathryn)	—	—	—	—	—	16
2105 - Working Exp - Discipleship (Beth)	—	—	—	—	—	40
2130 - Parsonage House Exp (Vicarage)	451	—	—	—	451	530
2170 - Education & Training Budget	1,248	—	—	—	1,248	1,709
2180 - Alpha Costs	332	—	—	—	332	—
2202 - Youthwork Costs	340	—	—	—	340	505
2203 - Children and Youth Ministry	831	—	—	—	831	306
2301 - Church Running - Insurance	4,246	—	—	—	4,246	4,125
2310 - Church Running - Office Costs	3,020	—	—	—	3,020	3,166
2320 - Church Running - Coffee Costs	1,142	—	—	—	1,142	575
2330 - Holy Rood Church Maintenance	10,987	—	—	—	10,987	6,792
2331 - Cleaning - Church Centre	7,732	187	258	—	8,177	7,145
2333 - Centre Consumables	1,492	—	—	—	1,492	1,297
2334 - Structural Projects	7,940	—	—	—	7,940	—
2335 - Maintenance Projects	14,565	—	4,070	—	18,635	—
2340 - Upkeep of Services	1,000	—	—	—	1,000	1,514
2345 - Flowers	440	—	1,097	—	1,537	782
2350 - Upkeep of Churchyard	835	—	1,668	—	2,503	631
2362 - Licence Fees	1,483	—	—	—	1,483	1,178
2363 - Publicity	377	—	—	—	377	1,777
2365 - Other Expenses	2,449	1,610	1,709	—	5,768	4,044
2370 - Outreach - First Steps	177	—	—	—	177	—
2371 - Outreach – Young at Heart	386	—	—	—	386	33
2375 - Community Mission	29	—	—	—	29	50
2376 - CK Ongoing Exp	487	—	—	—	487	27
2377 - CK Grant Exp	255	—	—	—	255	340
2378 - Leadership Team Exp Seniors	170	—	—	—	170	293
2379 - Leadership Team Exp Worship	1,029	—	—	—	1,029	474
2380 - Traidcraft Expenses	—	—	99	—	99	320
2401 - Church Utility - Electric	4,758	—	—	—	4,758	2,181
2410 - Church Utility - Gas	7,871	—	—	—	7,871	7,700
2420 - Church Utility - Water	183	—	—	—	183	223
2450 - AV / PA System Expenses	2,745	—	—	—	2,745	7,305
2501 - General Depreciation	14,421	—	—	—	14,421	5,804
2502 - Restricted Depreciation	—	—	1,349	—	1,349	1,416
2560 - Centre Maintenance Structural	420	—	—	—	420	1,136
2561 - Waste Contract	723	—	—	—	723	820
2841 - Darren Close Costs	1,069	—	—	—	1,069	1,141
Charitable activities Totals	333,321	1,797	10,250	—	345,368	300,049
Governance costs						
2602 - Governance Costs (Bank)	151	—	81	—	232	194
Governance costs Totals	151	—	81	—	232	194
Resources used Grand totals	333,472	1,797	10,331	—	345,601	300,243

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

4. Analysis of Fund Movements

Crofton PCC

Fund Movement Summary

Period 1 January 2022 to 31 December 2022

Fund	Fund Balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
AVIT - AV & IT	18,785	—	—	(14,126)	—	—	4,659
AV - Audio Visual Fund	825	—	—	—	—	—	825
BRN - Bible Reading	452	155	264	—	—	—	343
HRR - Church Gable	2,681	—	—	—	—	—	2,681
Cr2020 – Community Mission	13,488	—	—	—	—	—	13,488
FOCOC - FOCOC	399,476	8,223	5,855	—	(27,315)	—	374,529
FArest - Fixed Asset	32,062	—	1,349	—	—	—	30,713
Flower - Flower Fund -	209	166	1,097	1,125	—	—	403
GDHARD - Gift Day 2022 Hardship	—	—	—	5,000	—	—	5,000
GDSTAFF - Gift Day 2022 Staffing	—	—	—	14,000	—	—	14,000
HRRRepairs - Holy Rood Repairs	—	—	—	4,000	—	—	4,000
MensShed - Mens Shed	3,086	12,614	732	—	—	—	14,968
OPEN - OPEN	4,961	—	—	—	—	—	4,961
Organ - Organ Fund	10,971	390	—	—	—	—	11,361
SnrWkr - Seniors Worker	14,543	—	—	—	—	—	14,543
HigginsWil - St Edmund's Upkeep	14,565	—	1,668	—	—	—	12,897
StaffWell - Staff Wellbeing	6,250	—	1,065	—	—	—	5,185
Traidcraft - Traidcraft -	577	96	99	—	—	—	574
WARM - Warm Spaces	—	—	—	800	—	—	800
Stares - Youth Work	—	6,952	—	—	—	—	6,952
General - General fund	618,466	331,833	333,472	(10,799)	—	—	606,028
Totals	1,141,396	360,429	345,601	—	(27,315)	—	1,128,909

including agency fund, total is shown below:

Total Above	£1,128,909
Agency Collection & Other	£ 1,683 ¹
TOTAL balance sheet	£1,130,592

¹ Rounded value – note that agency collection movements in the table above should be ignored as they are incorrectly included in the report by the accounting software. The total fund balance above needs to be adjusted by the Agency collection and other value, which was £1,683 at the end of 2021, and which is shown on page 4. This value represents the total of agency balances within nominals 6501 and on 6699, plus other minor fund adjustments.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

5. Employees

Number of employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Parish Manager	1	1
Administrators #	0.3	1.2
Caretaker *	0.2	1
Child and Youth Team Leader	0.7	0
Children's Worker \$	0.3	1
Security **	0.7	1
Total	3.2	5.2

2022 - admin assistant 4 mths; 2021 admin assistant all year and 2 mths treasurer assistant

* for 2 months of 2022

\$ for 4 months of 2022

** for 8 months of 2022

Employment costs

	2022	2021
	£	£
Wages and salaries	49,273	44,638
Social security costs	-	198
Other pension costs	1,419	1,531
Total	50,692	46,367

There were no employees whose annual emoluments were £60,000 or more.

There were no disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

The staff numbers reflect the number of people employed and not the hours they work.

There are two full time employees. Other posts, which left their roles during 2022, were part time. The total hours worked during 2022 was the equivalent of approximately 1.8 full time employees (this was lower than 2 because our Children and Youth Team leader was only in position for 8 months of the year).

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

6. Tangible fixed assets for use by the PCC

	Land and Buildings	Equipment	Fixtures & Fittings	TOTAL
Cost				
At 1 January 2022	540,010	40,248	94,369	674,627
Additions	-	11,382	-	11,382
At 31 December 2022	540,010	51,630	94,369	686,009
Depreciation				
At 1 January 2022	19,029	37,689	79,862	136,580
Charge for the year	10,800	2,789	2,181	15,770
At 31 December 2022	29,829	40,478	82,043	152,350
Net book value				
At 31 December 2021	520,981	2,559	14,507	538,047
At 31 December 2022	510,181	11,152	12,326	533,659

7. Fixed asset investments for use by the PCC

	CBF Investment Fund
Value at 1 st January 2022	£299,735
Additions made during the year	£ 0
Reduction in market value	(£ 27,315)
Value at 31 st December 2022	£272,420

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

8. Debtors

	2022 £	2021 £
Insurance Claim for damaged roof	-	1,916
Income tax (Gift aid) recoverable	<u>6,848</u>	<u>8,711</u>
TOTAL	6,848	10,627

9. Liabilities: amounts falling due within one year

	2022 £	2021 £
Charitable giving	20,000	18,000
Agency accounts	379	583
Accruals and deferred income	<u>7,658</u>	<u>22,333</u>
TOTAL	28,037	40,917

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

10. Statement of Assets and Liabilities by Fund

		Balance	Previous Balance
Investments			
6461: CBF Investment Fund - Asset			
FOCOC - End of Year	Restricted	272,420	299,735
		272,420	299,735
	Investments	272,420	299,735
Tangible assets			
6430: Freehold Property Cost b/f - Asset			
Fixed Asset Restricted	Restricted	50,010	50,010
Fund			
General fund	Unrestricted	490,000	490,000
		540,010	540,010
6434: Freehold Property Depreciation b/f - Asset			
Fixed Asset Restricted	Restricted	(20,029)	(19,029)
Fund			
General fund	Unrestricted	(9,800)	—
		(29,829)	(19,029)
6440: Equipment Cost b/f - Asset			
Fixed Asset Restricted	Restricted	25,761	25,761
Fund			
General fund	Unrestricted	27,703	27,703
		53,464	53,464
6441: Equipment Additions - Asset			
Audio Visual Fund	Restricted	825	825
Fixed Asset Restricted	Restricted	(825)	(825)
Fund			
General fund	Unrestricted	11,381	—
		11,381	—
6442: Equipment Disposals - Asset			
Fixed Asset Restricted	Restricted	(12,147)	(12,147)
Fund			
General fund	Unrestricted	(1,069)	(1,069)
		(13,216)	(13,216)
6444: Equipment Depreciation b/f - Asset			
Fixed Asset Restricted	Restricted	(22,929)	(22,790)
Fund			
General fund	Unrestricted	(25,654)	(25,155)
		(48,582)	(47,944)
6445: Equipment Depreciation in year - Asset			
Fixed Asset Restricted	Restricted	(113)	(139)
Fund			
General fund	Unrestricted	(2,676)	(499)
		(2,789)	(638)

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

10. Statement of Assets and Liabilities by Fund (contd)

		Balance	Previous Balance
6446: Equipment Depreciation Disposal - Asset			
Fixed Asset Restricted Fund	Restricted	9,877	9,877
General fund	Unrestricted	1,017	1,017
		10,893	10,893
6450: Fixtures & Fittings Cost b/f - Asset			
Fixed Asset Restricted Fund	Restricted	46,479	46,479
General fund	Unrestricted	33,282	33,282
		79,761	79,761
6451: Fixtures and Fittings Additions - Asset			
General fund	Unrestricted	18,162	18,162
		18,162	18,162
6452: Fixtures and Fittings Disposals - Asset			
Fixed Asset Restricted Fund	Restricted	(2,544)	(2,544)
General fund	Unrestricted	(1,010)	(1,010)
		(3,554)	(3,554)
6454: Fixtures & Fittings Depreciation b/f - Asset			
Fixed Asset Restricted Fund	Restricted	(44,135)	(43,858)
General fund	Unrestricted	(38,328)	(34,923)
		(82,463)	(78,781)
6455: Fixtures and Fittings Depreciation in yr - Asset			
Fixed Asset Restricted Fund	Restricted	(236)	(277)
General fund	Unrestricted	(1,945)	(3,405)
		(2,181)	(3,682)
6456: Fixtures and Fittings Deprec'n Disposals - Asset			
Fixed Asset Restricted Fund	Restricted	1,770	1,770
General fund	Unrestricted	831	831
		2,601	2,601
Tangible assets		533,659	538,047

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

10. Statement of Assets and Liabilities by Fund (contd)

Cash and Bank		Balance	Previous Balance
Cash at bank and in hand			
6501: CAF Bank Crofton PCC - Asset			
AV & IT	Designated	4,659	18,785
Church Gable	Restricted	2,681	2,681
Holy Rood Repairs	Designated	4,000	—
Men of GOD Ministry	Designated	(40)	(40)
OPEN	Designated	4,961	4,961
Organ Fund	Restricted	10,366	9,969
Seniors Worker	Designated	14,543	14,543
St Edmund's Upkeep	Restricted	12,897	14,565
Staff Wellbeing	Designated	5,185	6,250
Warm Spaces	Designated	800	—
Youth Work	Designated	6,952	—
Youthwork Fund	Restricted	280	280
General fund	Unrestricted	1,198	1,675
Agency collection	Restricted	1,180	1,384
		69,661	75,052
6503: CBF General Fund - Asset			
Community Mission	Designated	13,488	13,488
Gift Day 2022 Hardship	Designated	5,000	—
Gift Day 2022 Staffing	Designated	14,000	—
General fund	Unrestricted	53,009	70,899
		85,498	84,388
6505: FOCOC CAF - Asset			
FOCOC - End of Year	Restricted	49,990	48,791
		49,990	48,791
6506: CBF Organ Fund - Asset			
Organ Fund	Restricted	957	957
General fund	Unrestricted	13	0
		970	958
6509: FOCOC CBF - Asset			
FOCOC - End of Year	Restricted	51,586	50,916
		51,586	50,916
6510: Flower Fund Barclays - Asset			
Flower Fund - End Of Year	Restricted	350	100
		350	100
6511: Bible Reading - Asset			
Bible Reading Notes - End of Year	Restricted	343	452
		343	452

10. Statement of Assets and Liabilities by Fund (cont'd)

Cash and Bank (cont'd)

		Balance	Previous Balance
6513: Charity Bank - Asset			
General fund	Unrestricted	71,609	71,035
		71,609	71,035
6516: Mens Shed - Asset			
Mens Shed	Designated	14,968	3,086
		14,968	3,086
6590: CASH - Crofton PCC - Asset			
General fund	Unrestricted	90	90
		90	90
6591: FoCOC CASH A/c - Asset			
FOCOC - End of Year	Restricted	12	33
		12	33
6592: Flower Fund CASH A/c - Asset			
Flower Fund - End Of Year	Restricted	53	108
		53	108
6593: Traidcraft CASH A/c - Asset			
Traidcraft - End of Year	Restricted	574	577
		574	577
Cash at bank and in hand		345,703	335,587

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

10. Statement of Assets and Liabilities by Fund (contd)

		Balance	Previous Balance
Debtors			
6480: Debtor - Gift Aid & Other - Asset			
FOCOC - End of Year	Restricted	522	—
Organ Fund	Restricted	38	45
General fund	Unrestricted	6,288	10,582
		6,848	10,627
	Debtors	6,848	10,627
Agency accounts			
6699: Agency collections - Liability			
General fund	Unrestricted	(13)	(13)
Agency collection	Restricted	392	596
		379	583
	Agency accounts	379	583
Creditors: Amounts falling due in one year			
6690: Charitable Giving Provision - Liability			
General fund	Unrestricted	20,000	18,000
		20,000	18,000
6695: Accruals Other - Liability			
General fund	Unrestricted	7,658	22,333
		7,658	22,333
	Creditors: Amounts falling due in one year	27,658	40,333
	Grand Total	1,130,592	1,143,080

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

11. Breakdown of Cash and Bank Accounts by Fund Type at December 2022

	Unrestricted	Restricted	Total
6501 : CAF Bank Crofton PCC	42,263	27,398	69,661
6505 : FOCOC CAF	-	49,990	49,990
6510 : Flower Fund Barclays	-	350	350
6511 : Bible Reading Bank Account	-	343	343
6513 : Charity Bank	71,609	-	71,609
6516 : Men's Shed	14,968	-	14,968
6590 : CASH - Crofton PCC	90	-	90
6591 : FoCOC CASH A/c	-	12	12
6592 : Flower Fund CASH A/c	-	53	53
6593 : Traidcraft CASH A/c	-	574	574
TOTAL Current Accounts and Cash	128,930	78,720	207,650
6503 : CBF General Fund	85,498	-	85,498
6506 : CBF Organ Fund	-	970	970
6509 : CBF FOCOC	-	51,586	51,586
Total Deposit Accounts	85,498	52,556	138,054
Total Bank and Cash in hand	214,428	131,276	345,704
<i>Memo:</i>			
6461 : CBF Investment Fund (FOCOC)	-	272,420	272,420
<i>Grand Total Including Investments</i>	<i>214,428</i>	<i>403,696</i>	<i>618,124</i>

Balance as at 31/12/21 was £635,322. Cash and investment value has reduced by £17,198

Of the £214,000 unrestricted balance, £133,000 relates to legacies and designated funds, with £81,000 of funds remaining for general purposes.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2022

Financial Summary

General Fund – a small operating surplus plus a great response to our Gift Day

During 2022 the level of cash reserves on our general fund increased by £4,000, which was the first time for a number of years that we managed to break even before taking events such as Gift Days into account. It reflected a strong level of donations from the Parish Giving Scheme, some other generous one-off donations received in the year, and a full year of income from our property in Darren Close. Our staffing costs were lower than we expected, which meant that we were able to cover our day-to-day costs out of our regular income.

The response to our 2022 Gift Day was very generous, and we raised £19,000 which will be used to support key areas of our ministry over the next 2 years. This money will be ringfenced in two separate designated funds. We also received a £7,000 legacy from Beryl and Ernie Stares, which will be used to support our Youthwork activities.

During 2022 we spent a fairly significant portion of our designated reserves that we had built up over recent years, including £15,000 on the tower roof repair (funds for this were received in 2017) and £14,000 on AV upgrades. We also spent £8,000 of the legacies that we had received in previous years on our prayer room project.

At the end of 2022, our cash reserve balance on the general fund stands at £214,000. This includes £45,000 of unspent legacies. It also includes following designated cash balances (rounded): £13,000 for community mission activities, £15,000 for seniors' ministry, £4,000 for AV and IT equipment, £5,000 for staff wellbeing, £5,000 for our OPEN ministry (or similar activities), £19,000 from the 2022 Gift Day, £4,000 for Holy Rood repairs, £1,000 for our Warm Spaces initiative, £7,000 for Youthwork (the Stares legacy) and £15,000 for the Men's Shed initiative. The remaining cash balance of £81,000 (which grew by £4,000 in 2022) represents just over 3 months of expenditure, and is in line with our reserves policy (see below).

Looking ahead to 2023, our budget assumes that we will face a small deficit, mainly because we need to invest in additional staffing (particularly in admin support) and will also face an increase in utility (especially electricity) costs. We are fortunate that the price of our gas contracts is fixed until the end of 2023, but we expect all utility costs in 2024 to be at least double the level in previous years, and possibly higher. We trust that the level of income from new joiners to our parish will increase, and that the deficit in 2023 will be less than £10,000, and ideally close to a breakeven position.

Total position including restricted funds

Our total cash fund balance, including restricted funds, reduced by £17,000 the year. General funds (including those designated for specific purposes) grew by £10,000 (due mainly to the 2022 Gift Day, partially offset by reductions in designated funds), whereas restricted funds reduced by £27,000. The £27,000 reduction in the value of restricted funds was nearly entirely due to a reduction in the value of the FOCOC Annie [Nancy] Price investment fund (which now has a value of just under £272,000, but is still significantly higher than the £144,000 initial donation in 2016), whereas other restricted fund balances remained largely the same as the previous year.

In total, our accounting income in 2022 was £360,000. This is £62,000 higher than in 2021, mainly due to £19,000 of gift day income, a full year of Darren Close rental income (£10,000 more than 2021), £11,000 of insurance claim receipts relating to wind damage in Holy Rood (most of which has been spent), and £15,000 income relating to the tower roof repair (recognising the income to match the expenditure). Total costs in 2022 were £345,000, which was £45,000 higher than in 2021, mainly as a result of additional cost associated with the tower roof repair (£15,000), the prayer room project (£8,000), repairs as a result of wind damage (£7,000), and £7,000 of additional mission giving (following a reduction in 2021 due to the financial pressures of the COVID-19 pandemic), as well as higher depreciation costs following the revaluation of our property in 2021. In total this meant that we had a £15,000 accounting surplus in 2022 for both general and restricted activities combined, including non-cash movements such as depreciation and provisions. Once the £27,000 downward revaluation in our restricted investment is added, this results in a £12,000 reduction in total funds.

Legacy Policy

The PCC has a policy to use legacies for specific projects and not to 'lose' them in general funds. The legacies we receive are hugely helpful to the parish and we hope that more parishioners will consider leaving a legacy in the coming years.

Reserves Policy

In 2011 the PCC agreed that three months' running costs should be retained as reserves. As our costs are typically around £320,000 each year, this means that approximately £80,000 should be held in reserve. As described above, excluding legacies and amounts earmarked for specific initiatives (e.g. seniors, AV and IT, staff wellbeing), our remaining general fund cash balance at the end of 2022, which is £81,000, meets this policy. It may be necessary, during 2023, to use some of our designated funds to support general reserves, in order to maintain this level of provision, but we hope that increases in giving and other income growth will mean this is not necessary. The PCC carefully and regularly monitor reserves and we aim to strike the right balance between being good stewards of the resources we have, but also being generous supporters of the work that God is doing in our parish.

Accounts

**2021 Report and Accounts for the
Parochial Church Council of
the Ecclesiastical Parish of
Crofton, Stubbington
Charity number 1128473**



Due to Covid-19, the Parish's 150th Anniversary Service was held in Holy Rood Car Park

Preface

This document has been produced by the Parochial Church Council of Crofton Parish to fulfil two legal requirements:

1. The Church Representation Rules (Rule 9(1) (b)) require 'an annual report on the proceedings of the parochial church council and the activities of the parish generally' to be received by the Annual Parochial Church Meeting (APCM). The meeting is then free to discuss it.
2. As a registered charity Crofton Parish receives certain financial benefits from the government. The PCC members are trustees of this charity. The charity must provide an annual report and accounts to the Charity Commission to show responsible management and use of its funds. To qualify as a charity, it is also required to demonstrate that its aims are for the public benefit.

However, even though there are legal requirements to produce this document, it is a joy and privilege to report how God brought us through the most exceptional year when the Covid-19 pandemic changed the world.

Contents

Aim and Purposes.....	5
A Timeline for Crofton Parish in 2021	6
Ministry Area Reports for 2021	10
Vicar's Introduction and Report	10
Pastoral Care.....	11
Youth, Children and Families.....	11
Seniors - Young at Heart.....	13
Worship Ministry	13
Safeguarding.....	15
Deanery, Diocese and Wider Church.....	15
Administration	16
Staff and Volunteers	17
Mission Support.....	17
Fabric Reports	19
Holy Rood Church	19
St. Edmund the Martyr Church.....	19
The Parish Centre	20
No7 Darren Close.....	20
Financial Summary	21
Legacy Policy	22
Reserves Policy	22
PCC Report	23
Structure, Governance and Management	24
Administrative Information.....	24
PCC Membership.....	24
Ex-officio PCC Members	24
Elected PCC Members.....	25
Co-opted Members:.....	25
Roles and Committees assigned by the PCC:	25
Clergy and other licensed ministers	26
Staff Team	26
Staff Employed by the PCC in 2021	27
Contract Positions working for PCC in 2021	27
Payments to PCC Members or people Connected to PCC Members	27
Worship Services and Statistics	28
Worship.....	28

Attendance Statistics 28

Annual Report Approval 29

PCC Annual Accounts for the year ended 31st December 2021 30

Aim and Purposes

The Parochial Church Council [PCC] of Crofton Parish has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC has responsibility for the parish church of Holy Rood and the church of St Edmund the Martyr. It also has maintenance responsibilities for Holy Rood Church Centre and 7 Darren Close (a residential house).



Holy Rood and St. Edmund the Martyr Churches

A Timeline for Crofton Parish in 2021

The Covid-19 pandemic had brought incredible change to the way Crofton Parish, worshipped and operated in 2020. As 2020 came to an end, there was the hope that the newly developed vaccinations would provide a way out of the restrictions needed to contain the virus, but there was also concern as incidences of the virus were rising as new variants emerged.

So 2021, like 2020, was a year of many changes for the Parish. Nothing was quite as traumatic as going from “normal” to lockdown in a couple of weeks in March 2020, but throughout the year adaptations were made to the worship pattern and life of the Parish as government restrictions and peoples attitudes changed.

January 6th *In England a Lockdown, similar to the March 2020 one, starts. Vaccines are being offered to over 80s and frontline health and social care workers.*

Sunday services are suspended at both Holy Rood and St. Edmund's. The Thursday morning service at Holy Rood continues to meet, this service is aimed at those who feel isolated or cannot access the online services. The Stream groups, which have around 40 people each, also stop meeting in person. Children and youth are also meeting on Zoom during this period.

January 10th
Crofton's Vision Sunday is online.

January 14th
St. Edmund's and Holy Rood start to open weekly for Private Prayer. This lasts until March 4th when services resume.

January 16th
The first “Womens' Hour” Zoom meeting of the year is held.

January 18th *Covid vaccines being given to people over 70 and the clinically extremely vulnerable*

January 19th *Today there are 1,364 deaths related to Covid in England, the highest number of deaths on a single day this year.*

January 24th
Stubbington Churches Together contribute to a pre-recorded service for the Week of Prayer for Christian Unity.

February 4th
First of a monthly series of “Days of Prayer”. Holy Rood is open for private prayer and resources are available online.

February 15th *People aged 65 and over and those aged 16–64 classed as clinically vulnerable are eligible for COVID vaccinations. Travellers entering the UK from or via “red list” countries must pay for 11 nights in a designated hotel.*

February 22nd *Prime Minister Boris Johnson unveils a four-step plan for ending coronavirus restrictions in England by 21 June.*

February 28th
Rev Jude Greenfield, curate at Crofton, is appointed Team Vicar at North Gosport Parish, she is joined by Rev Samantha Martell. Rev Richard England is appointed Team Rector of the new North Gosport Parish as well as Vicar of Crofton Parish. People are asked to consider if they should join the congregation in St. Mary's, Rowner.

March 1st *people aged 60 and over eligible for vaccination*

March 6th *people aged 56 and over eligible for vaccination. 30% of population have had their first vaccination.*

March 7th

St. Edmund's holds its first in-person service of the year with just half the congregation invited to enable social distancing. There is no singing. A Welcome Meeting for people new to the parish is held on Zoom.

March 8th *First part of Step 1 of unlocking - Schools in England reopen for primary and secondary school students. Recreation in an outdoor public space will be allowed between two people. The "Stay at home" order remains in place.*

Streams start to meet in-person again.

March 17th *People aged 50 and over eligible for vaccination*

March 29th *Second part of Step 1 - Outdoor gatherings of either six people or two households will be allowed. Outdoor sports facilities also reopen. "Stay at home" order ends but people encouraged to stay local.*

April 4th

Easter Day celebrations from Holy Rood are online. St. Edmund's holds two BCP services. There is a Churches Together pre-recorded online celebration in the evening.

April 9th *Death of Prince Philip*

Holy Rood and St. Edmund's churches are open for private prayer during the National Week of Mourning.

April 12th *Step 2 - Non-essential retail, hairdressers and public buildings reopen. Outdoor venues, including pubs and restaurants, zoos and theme parks also open, as well as indoor leisure. Wider social contact rules continue to apply in all settings – no indoor mixing between different households allowed.*

April 13th *Rollout of Moderna vaccine begins*

April 25th

For the second year running the Parish Annual Meeting is held on Zoom rather than in-person.

April 30th *people aged 40 and over eligible for vaccination*

May 2nd

Hybrid in-person and online services start at Holy Rood. Numbers are limited and congregational singing is not allowed.

May 2nd

Licensing of the North Gosport Team

May 9th

Death of Rev Beryl Stares. Beryl had been a member of Crofton Parish for over 70 years and was one of the first women ordained in the Portsmouth Diocese. Rev Richard England commented "I don't think we can overstate the positive impact Beryl and Ernie have had on Crofton Parish. Whatever strength and health we find in our mission and ministry today is due in large part to the sacrifices and courage of previous generations, in which Beryl and Ernie played a huge part."

- May 17th** *Step 3 - Limit of 30 people allowed to mix outdoors. 'Rule of six' or two households allowed for indoor social gatherings. Indoor venues will reopen, including pubs, restaurants, cinemas.*
- May 26th** *people aged 30 and over eligible for vaccination. The rise in numbers of the Indian variant of Covid-19 is causing concern.*
- May 30th**
Holy Rood holds "Church in the Car Park" (and online), singing is allowed outdoors!
- June 1st** *First day with no reported Covid deaths since March 2020.*
- June 7th**
First of a series of Recovery Sessions which were held twice weekly through June. These aimed to help people recognise and recover from the toll the pandemic has taken on people's wellbeing.
- June 13th**
Crofton United for primary and infant children meets in-person again.
- June 14th** *Step 4 delayed until July 19. The government accelerates the vaccination programme. Restrictions on weddings and funerals abolished. Hospital waiting lists have exceeded five million for the first time.*
- June 18th** *all adults eligible for vaccination*
- June 27th**
An in-person evening service with communion is held at Holy Rood.
- July 4th**
Limited group provision for children restarts during Holy Rood morning service.
- July 10th & 11th**
Weekend of celebrations to mark 150 years of Crofton Parish. There was a Young at Heart Cream Tea on the Saturday. On Sunday there was an open-air service followed by a picnic in Holy Rood car park. The new motto, "The Heart of God at the Heart of the Community" is launched.
- 
- July 19th** *Step 4 Most legal limits on social contact removed in England, and the final closed sectors of the economy reopened (e.g., nightclubs). COVID numbers are causing concern.*
- August 1st**
The restrictions limiting who can attend a service is removed at both St. Edmund's and Holy Rood.
- August 4th** *16 & 17 year olds eligible for vaccinations*
- September 5th**
Holy Rood starts to hold two morning services (non-identical twins) to allow people to remain socially distanced in church. Refreshments are available outside between the services.
- September 12th**
First service at St. Mary's, North Gosport, with those who have moved from Holy Rood.

September 13th *12 to 15 year olds eligible for vaccination. Start of rollout of third, booster, doses*

October 4th

Service of Celebration for the life of Sophie Fairall. Sophie, who regularly attended Holy Rood died, aged ten, from a childhood cancer. During her illness, Sophie and her family had worked to raise awareness of childhood cancer and to improve children's resources in hospital. The Stubbington community had supported the family and the Parish was able to host not only a full church but over two thousand watching online.

October 31st

A "mini tornado" (or at least a strong gust of wind) hits Holy Rood just before the Sunday service. Tiles are dislodged and the roof rises slightly.

November 14th

An Act of Remembrance is held in the village.

November 15th

An Alpha "Taster Evening" was held prior to the 2022 course.

November 22nd *People aged over 40 eligible for a COVID booster vaccination.*

November 30th *Face covering rules are reintroduced for public places after a rise in the number of people with the Omicron COVID variant.*

December 4th

Combined Live Nativity, Christingle and Family Fun event held at Holy Rood.

December 7th

Crofton Mothers Union holds its final meeting.

December 8th *"Plan B" measures in England following the rapid spread of the Omicron variant. Face masks become compulsory in most public indoor venues; people are encouraged to work from home.*

December 12th

Carols by Candlelight service at Holy Rood in-person and online.

December 19th

St. Edmund's holds a "Carols in the Churchyard" service

December 25th

Christmas morning services bring another Covid Advent to a close.

December 31st *During 2021 there were 78,128 Covid-19 deaths in England.*

Ministry Area Reports for 2021

Vicar's Introduction and Report

In years to come, we may look back on 2021 as the mid-year of the Covid19 pandemic. As a Parish, the last few years have stretched us enormously, yet in early 2022 we can look back with gratitude for the Lord's faithfulness and how we have helped each other get through it all.

In summary – in case you forgot! – at the beginning of 2021, we closed everything down as the country went back into lockdown. By this point, St Edmund's had reopened, and we had been running 'Streams' at Holy Rood as a safe way to gather. Under Colin Prestidge's leadership, the Thursday morning service had also reopened as a safe haven for those who couldn't access Church Online.

We began to emerge from lockdown in the spring and – after nearly 18 months – were able to reopen Holy Rood on Sunday mornings too, alongside reopening St Edmund's and Thursday mornings. It was a strange season, trying to work out the balance between wanting to restart Parish life and our awareness of the ongoing risks the pandemic created.



In the summer, we had a couple of outdoor services which allowed us to worship more freely, including a wonderful 150th celebration of the formation of the parish.

At the 150th celebration, we also launched our new Vision Statement, to be:

'The Heart of God at the Heart of our Community'

Meanwhile, we were making plans for our first church plant in over 30 years. We welcomed Sam Martell to our wider team and officially commissioned Jude Greenfield and

her planting team in September. By the end of the year, they already have a growing congregation meeting in St Mary's Rowner. It will be exciting to see what the Lord does in North Gosport in the years to come.

We went into the 'Plan B' restrictions in the autumn but were able to continue gathering as church communities throughout the winter, including a Christmas season of activities and events at both churches that almost felt normal. For me, it was wonderful to see so many families at our Family Fun Christmas Special and nearly 150 people gathered at St Edmund's for Carols in the Churchyard.

In this report, I need to express my deep thanks to:

- Our Churchwardens and PCC, who have been so supportive all the way through;
- Gary Wilcocks, Sorel Mitchell and everyone at St Edmund's, who have worked so hard and been so positive and flexible;

- The worship and tech teams at Holy Rood, who kept us going with Church Online (and on-site) with hard work, commitment and constant innovating;
- The Children's, Youth and Young at Heart teams who were so keen to ensure we got groups and events restarted;
- The Stream 'hosts' who have so much of themselves in 2020/21 to ensure we could gather; and
- The Parish Staff Team, who have been such a source of strength and help to all of us.

I would prefer to never go through a pandemic again but, if I had to, there's nowhere I'd rather do it.

Here's to the rest of 2022 and hopefully discovering what the post-pandemic world looks like.

With love,

Richard England

Pastoral Care

Pastoral Care has always been an important part of life in Crofton Parish and never more so than during the Covid pandemic. It is a joy to see the high level of love and care - expressed in a variety of practical ways.

- For much of the year streams provided a way for medium sized communities to support and care for each other in a Covid-secure way. Small groups continued to run alongside these. At the end of 2021 there were 20 of these groups.
- A bereavement team contact the family of people whose funeral is led by the parish clergy and are able to provide ongoing support if requested. The annual Memorial event was held in October, this continued to be well supported by many who are not regular church attenders.
- It has become a part of our annual programme to include some teaching round being well within the love and grace of God. In 2021 this came at the end of lockdown and coincided with the death of HRH Prince Philip. The focus was on grief and recovery.
- The Open Group provided a space where people with mild mental health issues could meet and chat. Having started in 2019, this group came to an end in 2021.

The care and support shown for each other by the members of our communities over the course of the pandemic was a true testament to the fact that we are indeed the Body of Christ, reflecting his compassion and love.

Beth Yeandle

Youth, Children and Families

2021 saw a continuation and then a diminishing of online engagement with children and youth while in-person gatherings gradually returned.

In 2021, we had 93 children (0-11s) and 27 youth (11-18) on our registers, compared with 105 and 33 respectively in 2020.

At the start of the year Rev. Dan Greenfield ran the Parenting Course online with St. Faiths, Lee. This course had a number of parents from churches in the region.

In the first half of the year there were a few streams running for young families. Breathe continues to meet fortnightly in the hall at Friday teatime, and Recharge restarted which is a small group of parents with young children who meet in the Oak Room on Thursday mornings.

There were several infant baptisms in 2021, some of which had to be separate services on Sunday afternoons because of the pandemic.

From January until the summer, Crofton United (primary-age children) met every fortnight on Zoom and then in the church on Sunday afternoons. For Holy Week, we made a trail on the Recreation Ground which told the Easter story with the use of QR codes on laminated sheets. From the summer, Wrigglers (creche) and Scramblers (pre-schoolers) were able to restart, and Crofton United moved to Sunday mornings.



Due to the pandemic, we were only able to run one Family Fun event, which was in December and combined the Christingle and the Live Nativity into one Family Christmas event. We were so pleased to see many families from the local community coming to enjoy Christmas together.

There was no midweek baby and toddler group in 2021 (Little Fish having sadly ended in 2020 because of the pandemic) until the summer term when First Steps was launched, providing a welcoming and safe space for parents, carers and pre-school children in the hall. With a focus on building relationships and gently sharing the gospel through story time, First Steps has been led by Ethel Brokenshire and her team. We saw numbers of visitors increase over 2021 and it has been great seeing relationships being built.

With Rev. Jude Greenfield moving to North Gosport at the start of the year, Dan took over oversight of the Crofton Youth (11s-18s) with 5 team members but which, for reasons of people moving away, reduced to 3 members by the end of the year.

Crofton Youth met online for the spring term, playing games and looking at the Bible together. We did a doorstep pack drop in February half term. In the summer term, Crofton Youth were able to meet in the church garden and then the hall, allowing for the reintroduction of food! We have 10 regular members of Crofton Youth.

At the end of 2021, we began investigating being part of High Tide West, a monthly youth gathering made up of churches on the Gosport peninsula.

Our contact with Crofton School continued in 2021 despite the pandemic restricting visits. School assemblies could not be in person, but we made Easter and Christmas films that were shown to year groups.

We also produced recorded Easter assemblies for primary schools, and Rev. Richard England and Dan were able to visit Crofton Hammond and Crofton Anne Dale Schools to do Christmas assemblies.

Dan helped lead the memorial service for Sophie Fairall at Crofton Anne Dale Junior School.

Engagement with children and youth had intervals of disruption again in 2021, but the teams were able to build on their learnings from the pandemic in 2020 and to relaunch areas of our youth and children's ministry.

We are so grateful for the children and youth teams who have adapted remarkably during another challenging year to disciple and serve our young people, their parents and carers.

Dan Greenfield

Seniors - Young at Heart

As 2021 approached Team Young at Heart were optimistic we could provide more support and social events that in 2020. It turned out to be a very mixed year of virtual support and face to face support. We were able to provide small gifts and telephone support throughout the year. This was a blessing to many who had found life in the pandemic very isolating, especially those individuals who lived alone. Where we were unable to provide events that were face to face, such as cream tea mornings and afternoons, we were able to provide Spring and Christmas Young at Heart services in the church. This indeed proved a blessing to many as, although socially distanced as per the rules, we were able to provide an event where people could see each other and have some time of company, Gospel, poetry and songs.

The face-to-face events we were able to hold proved very popular with the community and had on average of 60 attendees which was a blessing as social integration is so important. We provided drop in sessions of tea and cake and cream teas.

In 2022 we do hope to expand our support as our Young at Heart ministry grows and becomes central to our ethos of community outreach

Jenny Wilford

Worship Ministry

Holy Rood's worship ministry incorporates our worship bands, audio, visual and media provision. It has been completely transformed this past year, out of both practical necessity and also God's leading as we've journeyed through the pandemic into a new season.

Worship

It's been necessary to rebuild our worship ministry following the lockdowns of 2020. As restrictions eased through 2021, Simon Curtis and I began to lead live worship alongside pre-recorded songs for Church Online and in May, we were joined by Matt Lockwood who, with his family, had started attending Holy Rood the previous year. Paul Grant stepped down from leading worship at this time and we are deeply grateful to him for many years of serving and blessing us in this way.



In summer last year, we began meeting again as a community with a simple vision "to serve our congregations with worship which exalts the name of Jesus". Though reduced in number, the musicians who serve us are faithful and committed to Jesus and to our church and I would ask that you continue to give them your thanks, encouragement, and prayers.

In September, St Mary's the Virgin in Rowner launched their 10am service and we have led worship for them each week since then. This has been a privilege but also stretching and I'm proud of what the team have done. In addition, at this time our worship and tech teams took on the second morning service at Holy Rood and we've also been encouraged by Sarah Summers beginning to lead worship.

Though we've said goodbye to some of our number this past year, it's been wonderful to have new people get involved as well.

Tech & online presence



It is our commitment as a parish to maintain and develop our online presence and, therefore, to continue livestreaming Church Online. We were blessed by a gift given specifically to upgrade our worship tech which enabled us to purchase higher-spec cameras, new PCs, presentation software and other related tech to replace equipment that was old and becoming unreliable. This is a first step to improving our audio/visual capabilities and this work will continue in the

coming year. My thanks to all involved in making this happen, particularly Simon Swindells and Jim Nolan.

We give thanks for God's provision and for our valued, faithful team of tech volunteers. This is a rewarding and interesting way to serve the church so get in touch if you'd like to be involved.

New season

I stepped down as worship pastor in December and in January 2022, Matt Lockwood took on this role. I cherish the opportunity I've had to serve Holy Rood and my thanks to the PCC, wardens and all the wonderful people of our worship ministry for all they've given to the worship life of our church. Having got to know Matt over the past year and a half, I am excited for what's ahead and looking forward to his leadership. I know that God will continue to pour his grace and blessing into this ministry.

"You, God, are my God, earnestly I seek you; I thirst for you, my whole being longs for you, in a dry and parched land where there is no water."
Psalm 63.1



Kathryn England

Safeguarding

The PCC recognises that it has the responsibility to provide a safe environment for all and strives to achieve this aim. Due to the confidential nature of this area of the Parish's work the PCC has established a Safeguarding Team, led by Marian Graham, to oversee this work. The team meet on a regular basis to review and discuss any safeguarding issues that have arisen and reports regularly to the PCC.

The Safeguarding Team continue to support the PCC in ensuring that all appropriate safeguarding measures/checks are in place.

New volunteers this year have continued to be subjected to safer recruitment and checks relevant to the post.

All volunteers are required to follow the Portsmouth Diocese Training programme and complete the level of training for the position they are serving in.

Spreadsheets have been created to ensure that relevant checks and training are recorded and updated in line with the Diocesan policy.

The Diocese have introduced a Dashboard System for parish use to enable local churches to ensure that they are following procedures correctly.

Crofton have recently registered for this, and the Safeguarding Team will endeavour to start using this over the next year. As a large parish with an abundance of volunteers, this will hopefully help to ensure we are following all necessary safeguarding procedures.

Safeguarding issues this year were dealt with speedily and appropriately. All relevant risk assessments were completed.

Marian Graham

Deanery, Diocese and Wider Church

Crofton Parish is part of Fareham Deanery in the Diocese of Portsmouth. The parish seeks to play its role in the wider Church of England family. As a parish we commit to the deanery covenant, signed at the yearly Archdeacon's Visitation.

During the year there was a lot of emphasis on planning for the future in the Diocese and the Deanery. There was recognition of the need to reverse the decline seen in church attendance. Unfortunately, this desire to look forward to expansion coincided with the Covid pandemic and the heavy losses made by the Diocese and the need to reduce expenditure. After a number of meetings, Fareham Deanery put forward a plan to link groups of parishes together, this plan would result in a reduction in the number of clergy in the deanery. The transition from plan to implementation had not begun by the end of 2021.

At the beginning of 2021 Crofton Parish was already moving forward with plans to support the parishes of Rowner, Bridgemary and Elson as they combined into the newly formed parish of North Gosport. This link moved forward in 2021 with Rev. Richard England becoming Team Rector of North Gosport as well as retaining his role as Vicar of Crofton Parish, one of Crofton's curates, Rev Jude Greenfield, left to be one of the Team Vicars and in September approximately 20 members of Crofton moved to St. Mary's, Rowner as part of a new church plant congregation. The new parish has received considerable financial support from central church grants. The Crofton Parish

administration team provided support to North Gosport as they established themselves and the Holy Rood Worship Team provided the music ministry.

Members of Crofton Parish continued to play their part in the governance of the Deanery and Diocese. In particular in 2019 Stuart Forster was part of the Vacancy in See Committee who met after the resignation of the Bishop of Portsmouth, the Rt Revd, Christopher Foster,

Crofton Parish continued to provide a lead role in Churches Together in Stubbington. There were no in-person meetings in 2021, but the churches did combine to produce pre-recorded online services for the Week of Christian Unity and Easter.

Simon Swindells

Administration

The start of 2021 saw the country back in lockdown, but whilst the office was closed to the public, the Admin Team continued to work on site.

With Streams unable to meet in person at the start of the year support was provided to those who decided to go online and needed help utilising Zoom. As restrictions began to ease in March, Streams starting meeting again in person with details again sent out via ChurchSuite. It was decided to invite each Stream to be the online congregation once a month and the Admin Team spent time working out how best to group the ten different Streams into four similar sized and balanced groups that could form a comfortable sized congregation. Then in July they were amalgamated into two groups enabling everyone to attend in person twice a month.

Richard's weekly email continued to keep everyone informed of what was happening in Crofton Parish and throughout the year adjustments were made to the format including the addition of Diary Dates.

The Parish Office continued to oversee the help@croftonparish.org.uk email address which allows people to ask for help or offer assistance, and the prayer@croftonparish.org.uk which receives prayer requests.



The reduction of restrictions meant that more groups and events could start or restart such as First Steps, Young at Heart, Church in the Car Park, New Wine Service & BBQ and Christmas Family Fun Afternoon with Christingle Service. The Admin Team dealt with all the communication details and the taking of bookings.

As Jane Dilloway left her position as Treasury Assistant at the end of February, Claire Willis started her new role as Admin & Treasury Assistant, taking over the day to day banking operations and working with me to produce the monthly accounts.

Following the resignation of the Parish Administrator at St Mary's, Rowner in March the admin was taken over by the Crofton Parish Office, with Gill Nolan taking the Lead. This carried on until October, when North Gosport appointed a Parish Operations Manager.

2021 certainly had it's share of challenges with admin staff having to self-isolate due to a family member contracting Covid-19 or they themselves. I myself had to undergo surgery at the end of

May resulting in a 6-week absence and a phased return. Through it all the Admin Team performed admirably.

The Parish Office continues to see changes in technology and are constantly having to adapt and learn new skills, something that will continue in 2022!

Vicki Edwards

Staff and Volunteers

During 2021, the effects of the pandemic on how we worshipped God and served our communities led to continued flexibility from the staff & leadership teams and the numerous volunteers. It was certainly a year of change and adaptability, sometimes with very little notice as guidance changed. I am extremely grateful to all of you who have been generous with your time, skills and commitment during this time. There are numerous people who volunteer within Crofton Parish in wide ranging roles. Thank you to each and everyone of you who serves God in the parish, as well as work places, homes and communities.

Each year, one volunteer is recognised for his or her work at the Annual Meeting by presenting them with the Charlie Crane Cross. In 2021 Margaret Quirk was awarded the Charlie Crane Cross for her service in many roles over the years but in particular for heading up the flower team at Holy Rood. Even when we weren't permitted to gather in person, flower arrangements were still created and were a blessing to those watching services from our homes.

Crofton Parish is fortunate to have a committed staff team made up of paid and volunteer roles. A couple of changes to the team occurred during the year:

- Jane Dilloway resigned as the parish Treasurer's Assistant and left at the end of February. Since that time the role has been taken into the tasks the office team cover.
- One of the volunteer roles is the Worship Team Leader, Kathryn England held this until December when after 4 years she decided it was time to step back. You'll still see her helping out with leading sung worship but has handed over the overseeing role to Matt Lockwood.

Thank you to both Jane and Kathryn for all they brought to their roles.

The PCC are committed to recruiting someone to the Youth and Children's Team Leader role. This was advertised twice during 2021 but we were unsuccessful in the process. We are hopeful for the role to be filled in 2022. Thank you for all those who are involved with the ministry to children and young people.

Within our congregations there are people with wide ranging gifts and skills. If you're feeling called to serve God and to use your skills in a particular area, then please chat to someone or contact the church office.

Julie Mizen

Mission Support

2021 was a tough year for our finances meaning that it was necessary to find several savings and Mission giving was not immune from this. At the March 2021 PCC meeting it was agreed that a saving of £6000, as recommended by the Finance Team, would be needed from the Mission Giving

budget. This resulted in a revised budget of £13,000 being available. In the event a total of £13,050 was distributed (see below).

Matters were further complicated by COVID restrictions meaning that neither the Mission Support Group, nor the trustees for our partner charities were able to meet freely, as would normally be the case, to compile and evaluate bids. To overcome these problems a recommendation was compiled by the Mission Giving Group via email and this was submitted to the March PCC. This recommendation was based on previous patterns and history of bids and, in some of the more complex cases, advocates for charities in the congregation were consulted.

The final allocations were:

- our long term partners, CMS; Open Doors; School of Ministries and Tearfund each received the normal £2000.
- In addition, A2B (Aid to the Balkans); CedarOak Support Trust; Europe2Europe; Mustard Seed Songs; and Scripture Union each received £700.
- And Children's Heaven Ethiopia; Crowhurst Healing Centre and Tears of Hope (Namibia) each received £350.
- Finally a donation of £500 was made to New Wine.

Making a grand total of £13,050.

At the September and October PCC meetings there were discussions about how this work could be improved and a new Task Group was set up at the October PCC. The task group now consists of four PCC members: Sue Elgie (coordinator); Christopher Willis; Nichola Vincendeau; and Emily Horne. They held their first meeting in November 2021. This Task Group reports to the PCC as and when required.

Sue Elgie

Fabric Reports

Holy Rood Church

The early part of 2021 saw another major Covid lockdown and services being live streamed from the church. The church finally reopened for in-person Sunday services on 1 August.

The AV and PA systems continued to be upgraded throughout the year as hybrid online/in-person services became a settled part of Sunday routine. A single large donation enabled this work to be carried out.

The church boiler failed in October and was out of action for a couple of weeks. Fortunately, it was able to be repaired and ran generally well for the remainder of the year.

On Sunday 31st October the church was hit by a short-lived extreme weather event, causing some damage to the roof. A couple of tiles came off the centre building over the outer downstairs office and the whole west end of the main church roof lifted slightly. This caused a few tiles to be dislodged outside and some mortar to fall in large chunks from the southwest corner of the roof, where it meets the end wall. Insurance covered the cost of repair work which was ongoing at the end of the year.

The tower roof was due to be repaired in 2021 and scaffolding was erected to facilitate this. However, the contractor then ceased trading and by the end of the year no work had been completed.

The major project for 2020 was the planning of the Prayer Room removal and fixed stage installation project. The full faculty for this work was approved at the end of the year allowing for building work to go ahead.

The quinquennial report for the inspection carried out in November 2016 finally arrived in the Autumn, but the next inspection has then carried out and the report had not been received by the end of the year.

Martin Yeandle

St. Edmund the Martyr Church

During the year, when permitted and complying with social distancing etc., Services and Private Prayer sessions were held at St Edmund's, as recorded in the Annual Report Timeline. At all times these Services and Prayer times were well attended.

Due to Covid 19 it was considered not advisable to hold the Nativity Services and the FOCOC Nine Lessons and Carols inside the church. However, a service of Carols in the Churchyard was held on the Sunday before Christmas. The weather was kind to us and about 150 attended – the feedback was most appreciative. At the end of November there was a FOCOC Yuletide Fayre in the Parish Centre and an Advent Concert by the Solent Community Choir in St Edmund's.

The outstanding Quinquennial Inspection (QQI) took place in March. Only four minor recommendations requiring urgent attention were raised and have been resolved. In his QQI report Tim Sage, our Architect, stated that "The funding of the maintenance and repair of this church is in large measure facilitated by the activities of the Friends of Crofton Old Church. In consequence the church is well cared for by the church members who are committed to the regular maintenance and repair of this important historic asset".

Also in March, it was noticed that a wooden block high up in the roof structure had slipped but not fallen out. Immediate action was taken to check if any more blocks were loose. Although none were found, netting was installed while the way forward was determined. At the beginning of 2022 all the blocks were further secured by screws through adjacent steel brackets thereby allowing the netting to be removed.

After all the delays due to Covid19 the installation of the tile guards along the lower edges of the south facing roof slopes, in order to prevent anyone being struck by a sliding tile or bit of one, was completed in June.

The necessary inspections (Central Heating, Portable Appliance Testing etc.) and other routine maintenance tasks (lightbulb changing, grass cutting etc.) were successfully undertaken.

A Tree Safety Audit of the trees in the churchyard, for which the PCC are responsible, was undertaken during December. The recommended work is scheduled to take place this April.

Gary Willcocks

The Parish Centre

The Parish Centre again was very little used in 2021 compared with most years, although the Nursery remained open and the staff team had access to offices for the whole of the year. Over the Autumn, use gradually picked up as groups restarted.

A new Lincat water heater was installed to replace the one which was found to be beyond economic repair in 2020. Over the course of the Autumn the boilers lost pressure regularly and were found to be leaking. The leaks were fixed and the situation continued to be monitored.

Cleaning of the centre has continued to be contracted out with hours varying as required throughout the year.

Martin Yeandle

No7 Darren Close

7 Darren Close is a house owned by the Parish.

Dan and Jude Greenfield moved on from Darren Close in early summer of 2021 and from July the property was let commercially after a few minor maintenance jobs were completed.

An inspection in November confirmed that it was being looked after to a satisfactory standard by the tenants.

Martin Yeandle

Financial Summary

General Fund – a cash deficit of £23,000 in 2021

During 2021 the level of cash reserves on our general fund reduced by £23,000. Although our costs reduced in 2021, compared to 2020 - largely due to lower staffing levels - our income was also lower than in 2020. This was mainly because we had a gift day in 2020 which raised £40,000, and this was not repeated in 2021. Across 2020 and 2021 combined, we have been nearly able to maintain the balance of our general reserves (a small reduction of around £3,000). In the context of the COVID-19 pandemic and the significant impact that restrictions have had, both on donations from in service collections and the level of rental income we have been able to generate from our church centre, the PCC feel that this is a satisfactory outcome.

In 2021, the PCC made the difficult decision to slightly reduce our mission giving in a similar manner to 2020, but we were still able to support charities and mission partners through £13,000 of gifts. We paid our parish share for 2021 in full, despite the obvious pressure on our finances. In 2021 we received a generous one-off donation of £5,000 to support our OPEN ministry (or similar activities) and raised more than £3,000 for the Men's Shed initiative. These balances are held in designated funds.

At the end of 2021, our cash reserve balance on the general fund stands at £205,000. This includes £53,000 of unspent legacies and £15,000 which will be required to repair the tower roof (the funds for which were received in 2017). We also have the following designated cash balances (rounded): £14,000 for community mission activities, £14,000 for seniors' ministry, £19,000 for AV and IT equipment, £6,000 for staff wellbeing, £5,000 for our OPEN ministry (or similar activities) and £3,000 for the Men's Shed. The remaining cash balance of £76,000 (which reduced by £23,000 in 2021) equals just under 3 months of expenditure, slightly lower than our reserves policy (see below).

Looking ahead to 2022, it is our expectation that we will again need to draw heavily on reserves. Our 2022 budget assumes that we will face another deficit because we need to invest in additional staffing (particularly in children's and youth work) and have budgeted accordingly. We trust that the level of income we will be able to generate from renting out our church centre will increase, and that the level of giving from in person services and new joiners to our parish will both increase, enabling us to limit this deficit to £20,000. Ideally we would like to be able to move closer to a breakeven position.

Total position including restricted funds

Our total cash fund balance, including restricted funds, grew by £45,000 during the year. General funds (including those designated for specific purposes) reduced by £19,000 (due mainly to our £23,000 in year deficit partially offset by movements on designated funds), whereas restricted funds grew by £64,000. The £64,000 growth of restricted funds was caused by a combination of £44,000 of growth in the value of the FOCOC Annie [Nancy] Price investment fund (which now has a value of just under £300,000), the receipt of a generous £15,000 legacy from Jean Higgins Wilson - which is to be used for St Edmunds upkeep, and around £5,000 of other restricted fund increases including growth in FOCOC's cash reserves.

In total, our accounting income in 2021 was £298,000. This is £65,000 lower than in 2020, mainly because of the gift day in 2020, which was not repeated in 2021, and a smaller value of one-off donations in 2021 than in the previous year. Total costs in 2021 were £300,000, which was £19,000 lower than in 2020, mainly due to staff cost savings from vacancies and other reductions in costs. In total this meant that we had a £2,000 accounting deficit in 2021 for both general and restricted activities combined, including non-cash movements such as depreciation and provisions. However,

this deficit was more than offset by £45,000 of growth in the value of the FOCOC restricted investment fund. In 2021 we also undertook a revaluation of our parish property in Darren Close, Stubbington, recognising that the market value of this property was far in excess of the value shown in our accounts. This led to a £338,000 gain on revaluation. Overall, this meant that total funds grew by £381,000.

Legacy Policy

The PCC has a policy to use legacies for specific projects and not to 'lose' them in general funds. The legacies we receive are hugely helpful to the parish and we hope that more parishioners will consider leaving a legacy in the coming years.

Reserves Policy

In 2011 the PCC agreed that three months' running costs should be retained as reserves. As our costs are typically around £320,000 each year, this means that approximately £80,000 should be held in reserve. As described above, excluding legacies and amounts earmarked for specific repairs and other initiatives (e.g. seniors, AV and IT, staff wellbeing), our remaining general fund cash balance at the end of 2021, which is £76,000, is very slightly lower than this policy. It may be necessary, during 2022, to use some of our designated funds to support general reserves, but we hope that increases in giving and other income growth will mean this is not necessary. The PCC carefully and regularly monitor reserves and we aim to strike the right balance between being good stewards of the resources we have, but also being generous supporters of the work that God is doing in our parish.

Steve Lazell

PCC Report

The PCC met nine times in 2021. Continuing on from 2020 the meetings were initially held online using Zoom. From June PCC started to meet in-person again – but in a socially distanced manner which was still not the best environment for easy discussion.

The APCM was held in April which meant then 2020 / 2021 PCC period was only six months as the 2020 APCM had been delayed until the October.

PCC Task Groups which looked in more detail at Human Resources, Holy Rood Fabric and Mission Giving started to meet again at the end of the year.

Throughout 2021 the PCC continued to review and monitor that the Parish met the many legal and regulatory requirements placed on a Church of England parish and a UK charity. These cover diverse areas including Safeguarding, Employment Law, Charity Law, Data Protection Law, Health and Safety Regulations, Building Regulations, Financial Regulations, Church Law, Accessibility Requirements, Copyright Requirements etc., and in 2021 the often-changing Covid-19 regulations. The PCC are grateful for the staff and volunteers who have become skilled in these areas and continue to ensure that the Parish meets all their obligations.

Topics of discussion in 2021 included:

- The Parish finances.
- The short term and longer term priorities for the Parish.
- The worship pattern of Holy Rood and St. Edmund's as the Covid-19 situation unfolded.
- The plans for re-ordering the front of Holy Rood.
- Employing a Youth and Children's worker.
- The Partnership with Rowner, Bridgemary and Elson (North Gosport Parish)

Simon Swindells

Structure, Governance and Management

Administrative Information

Holy Rood Church and Parish Centre is situated on Gosport Road, Stubbington. St. Edmund's Church is situated on Lychgate Green, Stubbington.

The correspondence address for the Parish is The Parish Office, Holy Rood Church, Gosport Road, Stubbington, Hampshire, PO14 2AS.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2017) and a charity registered with the Charity Commission as charity number 1128473. The members of the PCC are the trustees of the charity.

PCC Membership

Members of the PCC are either ex-officio, co-opted, elected to Deanery Synod or PCC by the Annual Parochial Church Meeting (APCM) or elected to Diocesan Synod in accordance with the Church Representation Rules. Members of the congregations are encouraged to register on the Electoral Roll and to consider standing for election to the PCC or Deanery Synod.

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

The maximum size of the PCC and number of Deanery Synod members are determined by the size of the parish's electoral roll. In 2013 the APCM agreed to limit the number of PCC representatives to twelve. Each member's elected period is for three years, four members are elected for the full term each year. Crofton Parish has up to five elected members on Deanery Synod.

The Scheme, approved at the 2019 APCM, to appoint two deputy churchwardens for St. Edmund's continues and Sorel Mitchell and Gary Willcocks were appointed and have ex-officio places on the PCC.

PCC members who have served at any time during 2021 are:

Ex-officio PCC Members

Incumbent and PCC Chair: Rev. Richard England

Assistant Minister: Rev. Colin Prestidge

Curates: Rev. Dan Greenfield
Rev. Jude Greenfield (until 25th April APCM)

Churchwardens: Julie Mizen
Martin Yeandle

Deputy Churchwardens Gary Willcocks
Sorel Mitchell

Elected PCC Members

Elected Members of Diocesan Synod:

Stuart Forster
Simon Swindells
Beth Yeandle
Rev. Richard England

Elected Members of Deanery Synod:

Dave Brown
Stuart Forster
James Nolan
Simon Swindells

Elected Members of the PCC:

Robert Byles (until APCM 25th April)
Sarah Donaghy
John Elgie (until APCM 25th April)
Jo Genter (until move to North Gosport, November)
Emily Horne
Carla Grant (from APCM 25th April)
Steve Lazell
Lis Olaniyan (from APCM 25th April)
Claire Richards (until move to North Gosport, November)
Nichola Vincendeau (from APCM 25th April)
Karen Wainwright (until APCM 25th April)
Ruth Williams (until move to North Gosport, November)
Christopher Willis

Co-opted Members:

Sue Elgie (from 27th May)

Roles and Committees assigned by the PCC:

Vice-Chair:	Julie Mizen
Treasurer:	Steve Lazell
Secretary:	Simon Swindells
Electoral Roll Officer:	Vicki Edwards
Standing Committee:	Incumbent, Churchwardens, PCC Secretary and Treasurer
Finance Committee:	Steve Lazell (chair), Rev Richard England, Julie Mizen, Vicki Edwards, Simon Swindells, Brian Cariss
Safeguarding Committee:	Rev. Richard England, Marian Graham, Vicki Edwards,
Mission Giving Committee:	Sue Elgie (coordinator); Christopher Willis; Nichola Vincendeau; and Emily Horne.
Disability Awareness:	Mara Curtis
Health and Safety:	Nichola Vincendeau
Data Compliance Officer:	Simon Swindells

Clergy and other licensed ministers

At the end of 2021 the following are licensed to officiate at services in the Parish -

Vicar:	Rev. Richard England
Assistant Minister:	Rev. Colin Prestidge
Curate:	Rev. Dan Greenfield
Retired Clergy:	Rev. Ted Goodyer Rev. Wing Man Tsang
Readers and PTOs	Colleen Tsang Karen Wainwright Gary Willcocks

Staff Team

The Parish leadership team comprises paid and volunteer members.

Vicar:	Rev. Richard England
Vicar's PA:	Sue Elgie
Worship and Festivals Team Leader:	Kathryn England
Parish Manager:	Vicki Edwards
Assistant Minister:	Rev. Colin Prestidge
Training & Discipleship Team Leader:	Beth Yeandle
Curate:	Rev. Dan Greenfield
St. Edmund's	Gary Willcocks
Seniors	Jenny Wilford

Staff Employed by the PCC in 2021

Children and Families Team Lead:	Rev. Dan Greenfield
Parish Manager:	Vicki Edwards
Administrative Assistant:	Claire Willis
Treasurer's Assistant:	Jane Dilloway (until February)
Caretaker:	Craig Peel (from 26 th May)
Security:	Danny Corp

Contract Positions working for PCC in 2021

Wedding and Baptism Administration fulfilled by Gill Nolan

Cleaner fulfilled by Kerena Ferris

Payments to PCC Members or people Connected to PCC Members

The PCC are aware of several cases where PCC members, or others closely connected to PCC members, are either employed or receive payments from the PCC. The PCC ensure that these PCC members are not involved in discussion or decisions involving their payment or the connected person's payments.

Employed PCC members in 2021

- Dan Greenfield

PCC members with Connected Persons receiving payments in 2021

- Jim Nolan connected to Gill Nolan
- John Elgie connected to Claire Willis
- Sue Elgie connected to Claire Willis
- Christopher Willis connected to Claire Willis

Worship Services and Statistics

Worship

The Covid-19 pandemic, and the related restrictions, was active for all of 2021. The pattern of worship in both churches changed throughout the year; moving from fully online, to a hybrid online and limited congregation, to un-restricted in-person services while maintaining to online access. "A Timeline for Crofton Parish in 2021" on page 6 lists what changes were made.

Attendance Statistics

The Parish's statistics were reported to the Diocese as normal, however, as this and 2020 were years severely affected by Covid-19, some of the values reported and comparisons with other years are meaningless. In the table numbers in brackets are the number reported in 2020, the 2021 worshipping community includes those worshipping in-person on Sundays and in Streams, and those attending online services. "n/a" is shown where the service were not held because of Covid-19.

The Average Sunday Attendance is the average of those in church for the four Sundays in October.

During 2021 a number of the Holy Rood Worshipping Community left Holy Rood to form the nucleus of a new congregation in St. Mary's, Rowner.

	Holy Rood	St. Edmund's	Total
Electoral Roll at APCM			378 (379)
Average Sunday Attendance Adults	152 (n/a)	52 (n/a)	204
Average Sunday Attendance under 16s	36 (n/a)	0 (n/a)	36
Easter Day Attendance	n/a	74 (n/a)	74
Advent special service in-person attendance	1141 (n/a)	150 (n/a)	1291
Christmas Eve & Day in-person attendance	166 (31)	41 (24)	207
Worshipping Community	502 (562)	150 (156)	652
Children baptised	5 (5)	0 (1)	5
Children brought for thanksgiving	5 (0)	0 (0)	5
Youth & adults baptised	0 (1)	0 (0)	0
Number of couples married or blessed	3 (1)	2 (1)	5
Funerals in church or conducted by minister	19 (28)	17 (16)	36

Annual Report Approval

Annual Report approved by the PCC on *24th March 2022* and signed on their behalf by
Rev. Richard England, Incumbent and Chair of the PCC

A handwritten signature in black ink, appearing to read 'R England', written in a cursive style.

PCC Annual Accounts for the year ended 31st December 2021



**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF CROFTON, STUBBINGTON**

**ANNUAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

Registered Charity Number 1128473

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CROFTON, STUBBINGTON

I report to the charity trustees on my examination of the accounts of the PCC of the Ecclesiastical Parish of Crofton for the year ended 31st December 2021.

Responsibilities and basis of report

As the charity's trustees of the Ecclesiastical Parish of Crofton (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Ecclesiastical Parish of Crofton are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Crofton Parish's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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

- 1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I 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.

Signed:



Name: Mr Richard Kendall ACMA
Member, Chartered Institute of Management Accountants
Address: 65, Garstons Close, Titchfield, Fareham, PO14 4EP
Date: 22/02/2022

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 DECEMBER 2021

Note – throughout the financial report, there may be minor discrepancies in the totals if the pence are not being shown due to rounding

Crofton PCC - 1128473 Statement of Financial Activities For the period from 01 January 2021 to 31 December 2021

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Total
Incoming resources					
Incoming resources from generated funds					
Voluntary income	238,324	24,176	—	262,500	334,349
Investment income	18,480	27	—	18,506	12,150
Incoming resources from charitable activities	11,317	1,119	—	12,436	14,255
Other incoming resources	4,279	770	—	5,048	2,771
Total income	272,400	26,091	—	298,491	363,525
Resources used					
Cost of generating funds					
Fundraising trading cost of goods sold and other	—	—	—	—	—
Charitable activities	293,717	6,332	—	300,049	318,592
Governance costs	97	97	—	194	206
Total expenditure	293,815	6,429	—	300,243	318,798
Net income / (expenditure) resources before transfer	(21,415)	19,663	—	(1,752)	44,727
Transfers					
Gross transfers between funds - in	152	375	—	527	19,501
Gross transfers between funds - out	(527)	—	—	(527)	(19,501)
Other recognised gains / losses					
Gains / losses on investment assets	337,697	44,729	—	382,426	23,668
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
Net movement in funds	315,907	64,766	—	380,673	68,395
Reconciliation of funds					
Total funds brought forward	363,672	398,735	—	762,406	694,011
Total funds carried forward	679,579	463,501	—	1,143,080	762,406

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

BALANCE SHEET AS AT 31 DECEMBER 2021

	Total Funds £	Prior Year Funds £
Fixed assets		
Tangible assets	538,047	207,570
Investments	299,735	255,007
	<u>837,782</u>	<u>462,577</u>
Current assets		
Stocks and work in progress	—	60
Debtors	10,627	9,172
Cash at bank and in hand	335,587	335,416
	<u>346,214</u>	<u>344,649</u>
Liabilities		
Creditors: Amounts falling due in one year	40,916	44,819
Net current assets less current liabilities	<u>305,297</u>	<u>299,830</u>
Total assets less current liabilities	<u>1,143,080</u>	<u>762,406</u>
Total net assets less liabilities	<u>1,143,080</u>	<u>762,406</u>
Represented by		
Unrestricted		
Unrestricted - General fund	618,466	306,711
Designated		
Designated - AV & IT	18,785	22,310
Designated - Seniors Worker	14,543	14,836
Designated - Staff Wellbeing	6,250	6,250
Designated - Community Mission Fund	13,488	13,488
Designated - Mens Shed	3,086	76
Designated - OPEN	4,961	—
Restricted		
Restricted - Audio Visual Fund	825	825
Restricted - Organ Fund	10,971	10,566
Restricted - Traidcraft - End of Year	577	555
Restricted - Agency collection	1,683	1,421
Restricted - Bible Reading Notes - End of Year	452	301
Restricted - Fixed Asset Restricted Fund	32,062	33,478
Restricted - FOCOC - End of Year	399,476	348,584
Restricted - Flower Fund - End Of Year	209	323
Restricted - Church Gable Reserve Fund	2,681	2,681
Restricted - St Edmund's Upkeep Legacy Higgins Wilson	14,565	—
Funds of the church	<u>1,143,080</u>	<u>762,406</u>

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005

1.2 Funds

Restricted funds represent:

(a) income which may be expended only on those restricted objects provided in the terms of the bequest, and

(b) donations or grants received for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

1.3 Incoming resources

Voluntary income and capital sources

Planned giving, collections and donations are recognised when received by or on behalf of the PCC.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. All incoming resources are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognized in the same accounting year.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments at 31 December. This applies to the CBF Investment Fund (restricted, FOCOC).

1.4 Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is recognised when it is incurred and is accounted for gross.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

1.5 Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the accounts by Section 10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £500 or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other fixed assets

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	2% straight line
Equipment	20% reducing balance
Fixtures, fittings & equipment	15% reducing balance

Individual items of capital expenditure with a purchase price of £1000 or less are written off when the asset is acquired.

1.6 Investments

Investments are valued at market value at 31 December 2021

1.7 Current assets

Amounts owing to the PCC at 31 December 2021 in respect of all income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

1.8 Stock

Stock is valued at the lower of cost and net realisable value.

1.9 Pensions

The PCC operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme. From 1 February 2017 the PCC has been operating a Workplace Pension scheme with Nest pensions in accordance with legislation and direction from the Diocese.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

	Unrestricted	Designated	Restricted	Endowment	TOTAL	
					This year	Last year
Incoming resources						
<i>Incoming resources from generated funds</i>						
0101 - Gift Aid - Bank S/O	37,384	—	360	—	37,744	47,345
0102 - Gift Aid - Bank S/O Specific	—	—	—	—	—	398
0110 - Parish Giving Scheme Income	108,773	—	—	—	108,773	104,322
0120 - Non Gift Aid Envelope Scheme	2,512	—	—	—	2,512	4,217
0201 - Other Planned Giving (inc CAF)	14,109	—	—	—	14,109	10,324
0301 - Loose Plate Collections	2,822	—	581	—	3,403	3,838
0501 - Gift Aid - One Offs	11,114	—	2,663	—	13,776	47,482
0502 - Gift Aid - One Offs Specific	—	—	—	—	—	33,016
0550 - Non Gift Aid - One Offs	4,914	5,000	1,596	—	11,510	3,282
0551 - Non Gift Aid - One Offs Specific	—	—	—	—	—	170
0601 - Tax Recoverable on Gift Aid	16,773	—	3,163	—	19,936	34,307
0602 - Tax Recoverable on PGS Giving	25,550	—	—	—	25,550	24,373
0701 - Legacy - Whole Parish	—	—	—	—	—	11,000
0703 - Legacy - St Edmunds	—	—	14,720	—	14,720	—
0704 - Grant - Income	5,987	—	—	—	5,987	9,439
0705 - CK Grant Income	—	—	—	—	—	360
0706 - Crofton 2020 Income	—	—	—	—	—	370
0901 - Sundry Donations	50	3,336	1,094	—	4,481	106
1020 - Bank Interest	323	—	27	—	350	1,150
1030 - Rent - Property	7,157	—	—	—	7,157	—
1031 - Rent - Mast	11,000	—	—	—	11,000	11,000
<i>Incoming resources from generated funds Totals</i>	248,468	8,336	24,203	—	281,007	346,499
<i>Incoming resources from charitable activities</i>						
1230 - Hall Hire	9,709	—	—	—	9,709	9,153
1231 - Coffee Income	—	—	—	—	—	188
1232 - Office Income	826	—	—	—	826	1,043
1233 - Traidcraft Income	—	—	342	—	342	945
1234 - Other Income (Little Fish)	—	—	—	—	—	1,274
1235 - Fetes & Bazar	678	—	777	—	1,455	1,043
1236 - Other Income (Alpha, Yng at Hrt)	94	—	—	—	94	505
1237 - CK Ongoing Income	11	—	—	—	11	105
1238 - Sunday Lunches Income	—	—	—	—	—	—
<i>Incoming resources from charitable activities Totals</i>	11,317	—	1,119	—	12,436	14,255
<i>Other incoming resources</i>						
1101 - Other Incoming Resources	4,279	—	770	—	5,048	2,771
<i>Other incoming resources Totals</i>	4,279	—	770	—	5,048	2,771
Grand Total Income	264,063	8,336	26,091	—	298,491	363,525

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

	Unrestricted	Designated	Restricted	Endowment	TOTAL	
					This year	Last year
Charitable activities						
1801 - Missionary Tithes	12,050	—	—	—	12,050	14,495
1901 - Diocesan Parish Share	173,892	—	—	—	173,892	177,903
XXX - Staff Costs	46,367	—	—	—	46,367	55,559
2101 - Working Exp of Clergy	2,345	—	—	—	2,345	2,797
2102 - Working Exp of Youth Worker	—	—	—	—	—	10
2104 - Working Exp - Worship (Kathryn)	16	—	—	—	16	589
2105 - Working Exp - Discipleship (Beth)	—	40	—	—	40	9
2130 - Parsonage House Exp (Vicarage)	530	—	—	—	530	421
2170 - Education & Training Budget	1,709	—	—	—	1,709	773
2180 - Alpha Costs	—	—	—	—	—	—
2202 - Youthwork Costs	505	—	—	—	505	625
2203 - Children and Youth Ministry	306	—	—	—	306	587
2301 - Church Running - Insurance	4,125	—	—	—	4,125	3,924
2310 - Church Running - Office Costs	3,185	—	(19)	—	3,166	3,420
2320 - Church Running - Coffee Costs	575	—	—	—	575	467
2330 - Holy Rood Church Maintenance	3,679	—	3,113	—	6,792	11,212
2331 - Cleaning - Church Centre	6,912	43	190	—	7,145	5,485
2333 - Centre Consumables	1,250	—	47	—	1,297	1,143
2340 - Upkeep of Services	1,294	220	—	—	1,514	325
2345 - Flowers	220	—	562	—	782	297
2350 - Upkeep of Churchyard	476	—	155	—	631	64
2362 - Licence Fees	1,178	—	—	—	1,178	1,191
2363 - Publicity	1,777	—	—	—	1,777	1,034
2365 - Other Expenses	3,213	284	547	—	4,044	1,715
2370 - Outreach - Little Fish	—	—	—	—	—	537
2371 - Outreach - Young at Heart	33	—	—	—	33	388
2375 - Community Mission	50	—	—	—	50	5,512
2376 - CK Ongoing Exp	27	—	—	—	27	349
2377 - CK Grant Exp	340	—	—	—	340	70
2378 - Leadership Team Exp Seniors	—	293	—	—	293	48
2379 - Leadership Team Exp Worship	474	—	—	—	474	—
2380 - Traidcraft Expenses	—	—	320	—	320	1,117
2401 - Church Utility - Electric	2,181	—	—	—	2,181	3,867
2410 - Church Utility - Gas	7,700	—	—	—	7,700	7,195
2420 - Church Utility - Water	223	—	—	—	223	537
2450 - AV / PA System Expenses	4,000	3,305	—	—	7,305	2,670
2501 - General Depreciation	5,804	—	—	—	5,804	6,054
2502 - Restricted Depreciation	—	—	1,416	—	1,416	1,503
2560 - Centre Maintenance Structural	1,136	—	—	—	1,136	1,703
2561 - Waste Contract	820	—	—	—	820	591
2841 - Darren Close Costs	1,141	—	—	—	1,141	2,406
Charitable activities Totals	289,534	4,184	6,332	—	300,049	318,592
2602 - Governance Costs (Bank Charges)	97	—	97	—	194	206
Governance costs Totals	97	—	97	—	194	206
Resources used Grand totals	289,631	4,184	6,429	—	300,243	318,798

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

4. Analysis of Fund Movements

Crofton PCC							
Fund Movement Summary							
Period 1 January 2021 to 31 December 2021							
Fund	Fund Balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
AVIT - AV & IT	22,310	—	3,525	—	—	—	18,785
AV - Audio Visual Fund	825	—	—	—	—	—	825
BRN - Bible Reading	301	479	328	—	—	—	452
HRR - Church Gable	2,681	—	—	—	—	—	2,681
Cr2020 – Community Mission Fund	13,488	—	—	—	—	—	13,488
FOCOC Fund	348,584	9,781	3,619	—	44,729	—	399,476
Fixed Asset - Fixed Assets	33,478	—	1,416	—	—	—	32,062
Flower - Flower Fund -	323	73	562	375	—	—	209
MensShed - Mens Shed	76	3,336	327	—	—	—	3,086
OPEN - OPEN	—	5,000	40	—	—	—	4,961
Organ - Organ Fund	10,566	405	—	—	—	—	10,971
SnrWkr - Seniors Worker	14,836	—	293	—	—	—	14,543
Higgins Wilson - St Edmund's	—	14,720	155	—	—	—	14,565
Staff Well - Staff Wellbeing	6,250	—	—	—	—	—	6,250
Traidcraft - Traidcraft -	555	342	320	—	—	—	577
General - General fund	306,711	264,063	289,631	(375)	337,697	—	618,466
None - Agency collection	—	291	29	—	—	—	—
Totals	760,985	298,491	300,243	—	382,426	—	1,141,396

including agency fund, total is shown below:

Total Above	£1,141,396
Agency Collection & Other	£ 1,684 ¹
TOTAL balance sheet	£1,143,080

¹ Rounded value – note that agency collection movements in the table above should be ignored as they are incorrectly included in the report by the accounting software. The total fund balance above needs to be adjusted by the Agency collection and other value, which was £1,684 at the end of 2021, and which is shown on page 4. This value represents the total of agency balances within nominals 6501 and on 6699, plus other minor fund adjustments.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

5. Employees

Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Parish Manager	1	1
Administrators #	1.2	2
Caretaker *	1	0.6
Youth Worker	0	0
Children's Worker	1	2
Security	1	1
Assistant Children's Worker	0	1
Total	5.2	7.6

treasurer assistant 2 months in 2021; admin assistant (all year) in 2021

* for 7 months of 2020

Employment costs

	2021	2020
	£	£
Wages and salaries	44,638	52,232
Social security costs	198	905
Other pension costs	1,531	2,422
Total	46,367	55,559

There were no employees whose annual emoluments were £60,000 or more.

There were no disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

The staff numbers reflect the number of people employed and not the hours they work.

There is one full time employee and the rest are part time. The total hours worked during 2021 was the equivalent of approximately 2.0 full time employees.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

6. Tangible fixed assets for use by the PCC

	Land and Buildings	Equipment	Fixtures & Fittings	TOTAL
Cost				
At 1 January 2021	240,155	40,248	94,369	374,772
Revaluations	<u>299,855</u>	-	-	<u>299,855</u>
At 31 December 2021	540,010	40,248	94,369	674,627
Depreciation				
At 1 January 2021	53,971	37,051	76,180	167,202
Charge for the year	2,900	638	3,682	7,220
Elimination on Revaluation	<u>(37,842)</u>	-	-	<u>(37,842)</u>
At 31 December 2021	19,029	37,689	79,862	136,580
Net book value				
At 31 December 2020	186,184	3,197	18,189	207,570
At 31 December 2021	520,981	2,559	14,507	538,047

7. Fixed asset investments for use by the PCC

CBF Investment Fund

Value at 1 st January 2021	£255,007
Additions made during the year	£ 0
Increase in market value	£ 44,728
Value at 31 st December 2021	£299,735

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

8. Debtors

	2021 £	2020 £
Furlough claim due from HMRC	-	509
Insurance Claim for damaged roof	1,916	
Income tax (Gift aid) recoverable	<u>8,711</u>	<u>8,663</u>
TOTAL	10,627	9,172

9. Liabilities: amounts falling due within one year

	2021 £	2020 £
Charitable giving	18,000	19,000
Agency accounts	583	3,061
Accruals and deferred income	<u>22,333</u>	<u>22,758</u>
TOTAL	40,916	44,819

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

10. Statement of Assets and Liabilities by Fund

		Balance	Previous Balance
Investments			
6461: CBF Investment Fund - Asset			
FOCOC - End of Year	Restricted	299,735	255,007
		<u>299,735</u>	<u>255,007</u>
	Investments	299,735	255,007
Tangible assets			
6430: Freehold Property Cost b/f - Asset			
Fixed Asset Restricted	Restricted	50,010	50,010
Fund			
General fund	Unrestricted	490,000	190,145
		<u>540,010</u>	<u>240,155</u>
6434: Freehold Property Depreciation b/f - Asset			
Fixed Asset Restricted	Restricted	(19,029)	(18,029)
Fund			
General fund	Unrestricted	—	(35,942)
		<u>(19,029)</u>	<u>(53,971)</u>
6440: Equipment Cost b/f - Asset			
Fixed Asset Restricted	Restricted	25,761	25,761
Fund			
General fund	Unrestricted	27,703	27,703
		<u>53,464</u>	<u>53,464</u>
6441: Equipment Additions - Asset			
Audio Visual Fund	Restricted	825	825
Fixed Asset Restricted	Restricted	(825)	(825)
Fund		<u>—</u>	<u>—</u>
6442: Equipment Disposals - Asset			
Fixed Asset Restricted	Restricted	(12,147)	(12,147)
Fund			
General fund	Unrestricted	(1,069)	(1,069)
		<u>(13,216)</u>	<u>(13,216)</u>
6444: Equipment Depreciation b/f - Asset			
Fixed Asset Restricted	Restricted	(22,790)	(22,614)
Fund			
General fund	Unrestricted	(25,155)	(24,528)
		<u>(47,944)</u>	<u>(47,141)</u>
6445: Equipment Depreciation in year - Asset			
Fixed Asset Restricted	Restricted	(139)	(176)
Fund			
General fund	Unrestricted	(499)	(627)
		<u>(638)</u>	<u>(803)</u>

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

10. Statement of Assets and Liabilities by Fund (contd)

		Balance	Previous Balance
6446: Equipment Depreciation Disposal - Asset			
Fixed Asset Restricted Fund	Restricted	9,877	9,877
General fund	Unrestricted	1,017	1,017
		<u>10,893</u>	<u>10,893</u>
6450: Fixtures & Fittings Cost b/f - Asset			
Fixed Asset Restricted Fund	Restricted	46,479	46,479
General fund	Unrestricted	33,282	33,282
		<u>79,761</u>	<u>79,761</u>
6451: Fixtures and Fittings Additions - Asset			
General fund	Unrestricted	18,162	18,162
		<u>18,162</u>	<u>18,162</u>
6452: Fixtures and Fittings Disposals - Asset			
Fixed Asset Restricted Fund	Restricted	(2,544)	(2,544)
General fund	Unrestricted	(1,010)	(1,010)
		<u>(3,554)</u>	<u>(3,554)</u>
6454: Fixtures & Fittings Depreciation b/f - Asset			
Fixed Asset Restricted Fund	Restricted	(43,858)	(43,531)
General fund	Unrestricted	(34,923)	(31,396)
		<u>(78,781)</u>	<u>(74,927)</u>
6455: Fixtures and Fittings Depreciation in yr - Asset			
Fixed Asset Restricted Fund	Restricted	(277)	(327)
General fund	Unrestricted	(3,405)	(3,527)
		<u>(3,682)</u>	<u>(3,854)</u>
6456: Fixtures and Fittings Deprec'n Disposals - Asset			
Fixed Asset Restricted Fund	Restricted	1,770	1,770
General fund	Unrestricted	831	831
		<u>2,601</u>	<u>2,601</u>
Tangible assets		<u>538,047</u>	<u>207,570</u>

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

10. Statement of Assets and Liabilities by Fund (contd)

Cash and Bank			Balance	Previous Balance
6501: CAF Bank Crofton PCC - Asset				
AV & IT	Designated		18,785	22,310
Church Gable	Restricted		2,681	2,681
Men of GOD Ministry	Designated		(40)	(40)
Mens Shed	Designated		—	76
OPEN Ministry	Designated		4,961	—
Organ Fund	Restricted		9,969	9,564
Seniors Worker	Designated		14,543	14,836
Legacy Higgins Wilson	Restricted		14,565	—
Staff Wellbeing	Designated		6,250	6,250
Youthwork Fund	Restricted		280	280
General fund	Unrestricted		1,675	25,146
Agency collection	Restricted		1,384	3,600
			75,052	84,702
6503: CBF General Fund - Asset				
Community Mission	Designated		13,488	13,488
General fund	Unrestricted		70,899	70,855
			84,388	84,344
6505: FOCOC CAF - Asset				
FOCOC - End of Year	Restricted		48,791	42,457
			48,791	42,457
6506: CBF Organ Fund - Restricted				
			958	957
6509: FOCOC CBF - Asset				
FOCOC - End of Year	Restricted		50,916	50,890
			50,916	50,890
6510: Flower Fund Barclays - Asset				
Flower Fund -	Restricted		100	275
			100	275
6511: Bible Reading - Asset				
Bible Reading Notes -	Restricted		452	301
			452	301
6513: Charity Bank - Asset				
General fund	Unrestricted		71,035	70,756
			71,035	70,756
6516: Mens Shed - Asset				
Mens Shed	Designated		3,086	—
			3,086	—
6590: CASH - Crofton PCC - Asset				
General fund	Unrestricted		90	90
			90	90
6591: FoCOC CASH A/c - Asset				
FOCOC - End of Year	Restricted		33	101
			33	101
6592: Flower Fund CASH A/c - Asset				
Flower Fund - End Of Year	Restricted		108	48
			108	48
6593: Traldcraft CASH A/c - Asset				
Traldcraft - End of Year	Restricted		577	494
			577	494
Cash at bank and in hand			335,587	335,416

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

10. Statement of Assets and Liabilities by Fund (contd)

		Balance	Previous Balance
Debtors			
6480: Debtor - Gift Aid & Other - Asset			
FOCOC - End of Year	Restricted	—	130
Organ Fund	Restricted	45	45
General fund	Unrestricted	10,582	8,998
		10,627	9,172
	Debtors	10,627	9,172
Stocks and work in progress			
6470: Traidcraft Stock - Asset			
Traidcraft - End of Year	Restricted	—	60
		—	60
	Stocks and work in progress	—	60
Agency accounts			
6699: Agency collections - Liability			
General fund	Unrestricted	(13)	(13)
Agency collection	Restricted	596	3,074
		583	3,061
	Agency accounts	583	3,061
Creditors: Amounts falling due in one year			
6690: Charitable Giving Provision - Liability			
General fund	Unrestricted	18,000	19,000
		18,000	19,000
6695: Accruals Other - Liability			
General fund	Unrestricted	22,333	22,758
		22,333	22,758
Creditors: Amounts falling due in one year		40,333	41,758
Grand Total		1,143,080	762,406

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

11. Breakdown of Cash and Bank Accounts by Fund Type at December 2021

	Unrestricted	Restricted	Total
6501 : CAF Bank Crofton PCC	46,173	28,879	75,052
6505 : FOCOC CAF	-	48,791	48,791
6510 : Flower Fund Barclays	-	100	100
6511 : Bible Reading Bank Account	-	452	452
6513 : Charity Bank	71,035	-	71,035
6516 : Men's Shed	3,086	-	3,086
6590 : CASH - Crofton PCC	90	-	90
6591 : FoCOC CASH A/c	-	33	33
6592 : Flower Fund CASH A/c	-	108	108
6593 : Traidcraft CASH A/c	-	577	577
TOTAL Current Accounts and Cash	120,385	78,940	199,325
6503 : CBF General Fund	84,388	-	84,388
6506 : CBF Organ Fund	-	958	958
6509 : CBF FOCOC	-	50,916	50,916
Total Deposit Accounts	84,388	51,874	136,262
Total Bank and Cash in hand	204,773	130,814	335,587
<i>Memo:</i>			
6461 : CBF Investment Fund (FOCOC)	-	299,735	299,735
Grand Total Including Investments	204,773	430,549	635,322

Balance as at 31/12/20 was £590,423. Cash and investment value has increased by £44,899.

Of the £205,000 unrestricted balance, £129,000 relates to legacies, committed costs (roof repair) and designated funds, with £76,000 of funds remaining for general purposes.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

Financial Summary

General Fund – a cash deficit of £23,000 in 2021

During 2021 the level of cash reserves on our general fund reduced by £23,000. Although our costs reduced in 2021, compared to 2020 - largely due to lower staffing levels - our income was also lower than in 2020. This was mainly because we had a gift day in 2020 which raised £40,000, and this was not repeated in 2021. Across 2020 and 2021 combined, we have been nearly able to maintain the balance of our general reserves (a small reduction of around £3,000). In the context of the COVID-19 pandemic and the significant impact that restrictions have had, both on donations from in service collections and the level of rental income we have been able to generate from our church centre, the PCC feel that this is a satisfactory outcome.

In 2021, the PCC made the difficult decision to slightly reduce our mission giving in a similar manner to 2020, but we were still able to support charities and mission partners through £13,000 of gifts. We paid our parish share for 2021 in full, despite the obvious pressure on our finances. In 2021 we received a generous one-off donation of £5,000 to support our OPEN ministry (or similar activities) and raised more than £3,000 for the Men's Shed initiative. These balances are held in designated funds.

At the end of 2021, our cash reserve balance on the general fund stands at £205,000. This includes £53,000 of unspent legacies and £15,000 which will be required to repair the tower roof (the funds for which were received in 2017). We also have the following designated cash balances (rounded): £14,000 for community mission activities, £14,000 for seniors' ministry, £19,000 for AV and IT equipment, £6,000 for staff wellbeing, £5,000 for our OPEN ministry (or similar activities) and £3,000 for the Men's Shed. The remaining cash balance of £76,000 (which reduced by £23,000 in 2021) equals just under 3 months of expenditure, slightly lower than our reserves policy (see below).

Looking ahead to 2022, it is our expectation that we will again need to draw heavily on reserves. Our 2022 budget assumes that we will face another deficit because we need to invest in additional staffing (particularly in children's and youth work) and have budgeted accordingly. We trust that the level of income we will be able to generate from renting out our church centre will increase, and that the level of giving from in person services and new joiners to our parish will both increase, enabling us to limit this deficit to £20,000. Ideally we would like to be able to move closer to a breakeven position.

Total position including restricted funds

Our total cash fund balance, including restricted funds, grew by £45,000 during the year. General funds (including those designated for specific purposes) reduced by £19,000 (due mainly to our £23,000 in year deficit partially offset by movements on designated funds), whereas restricted funds grew by £64,000. The £64,000 growth of restricted funds was caused by a combination of £44,000 of growth in the value of the FOCOC Annie [Nancy] Price investment fund (which now has a value of just under £300,000), the receipt of a generous £15,000 legacy from Jean Higgins Wilson - which is to be used for St Edmunds upkeep, and around £5,000 of other restricted fund increases including growth in FOCOC's cash reserves.

In total, our accounting income in 2021 was £298,000. This is £65,000 lower than in 2020, mainly because of the gift day in 2020, which was not repeated in 2021, and a smaller value of one-off donations in 2021 than in the previous year. Total costs in 2021 were £300,000, which was £19,000 lower than in 2020, mainly due to staff cost savings from vacancies and other reductions in costs. In total this meant that we had a £2,000 accounting deficit in 2021 for both general and restricted activities combined, including non-cash movements such as depreciation and provisions. However, this deficit was more than offset by £45,000 of growth in the value of the FOCOC restricted investment fund. In 2021 we also undertook a revaluation of our parish property in Darren Close, Stubbington, recognising that the market value of this property was far in excess of the value shown in our accounts. This led to a £338,000 gain on revaluation. Overall, this meant that total funds grew by £381,000.

Legacy Policy

The PCC has a policy to use legacies for specific projects and not to 'lose' them in general funds. The legacies we receive are hugely helpful to the parish and we hope that more parishioners will consider leaving a legacy in the coming years.

Reserves Policy

In 2011 the PCC agreed that three months' running costs should be retained as reserves. As our costs are typically around £320,000 each year, this means that approximately £80,000 should be held in reserve. As described above, excluding legacies

and amounts earmarked for specific repairs and other initiatives (e.g. seniors, AV and IT, staff wellbeing), our remaining general fund cash balance at the end of 2021, which is £76,000, is very slightly lower than this policy. It may be necessary, during 2022, to use some of our designated funds to support general reserves, but we hope that increases in giving and other income growth will mean this is not necessary. The PCC carefully and regularly monitor reserves and we aim to strike the right balance between being good stewards of the resources we have, but also being generous supporters of the work that God is doing in our parish.

Accounts

2020 Report and Accounts for the Parochial Church Council of the Ecclesiastical Parish of Crofton, Stubbington Charity number 1128473



Due to Covid-19, much of our worship was experienced online in 2020

Preface

This document has been produced by the Parochial Church Council of Crofton Parish to fulfil two legal requirements:

1. The Church Representation Rules (Rule 9(1) (b)) require 'an annual report on the proceedings of the parochial church council and the activities of the parish generally' to be received by the Annual Parochial Church Meeting (APCM). The meeting is then free to discuss it.
2. As a registered charity Crofton Parish receives certain financial benefits from the government. The PCC members are trustees of this charity. The charity must provide an annual report and accounts to the Charity Commission to show responsible management and use of its funds. To qualify as a charity, it is also required to demonstrate that its aims are for the public benefit.

However, even though there are legal requirements to produce this document, it is a joy and privilege to report how God brought us through the most exceptional year when the Covid-19 pandemic changed the world.

Contents

Aim and Purposes.....	5
A Timeline for Crofton Parish in 2020	6
Ministry Area Reports for 2019	11
Vicar's Introduction and Report	11
Youth, Children and Families.....	13
Seniors - Young at Heart.....	14
Worship Ministry	14
Safeguarding.....	15
Deanery, Diocese and Wider Church.....	15
Administration	16
Staff and Volunteers	17
Mission Support.....	17
Fabric Reports	19
Holy Rood Church	19
St. Edmund the Martyr Church.....	19
The Parish Centre	20
No7 Darren Close (Curates House)	20
Financial Review.....	21
Legacy Policy.....	22
Reserves Policy	22
PCC Report	23
Structure, Governance and Management	24
Administrative Information.....	24
PCC Membership.....	24
Ex-officio PCC Members	24
Elected PCC Members.....	25
Co-opted Members:.....	25
Roles and Committees assigned by the PCC:	25
Clergy and other licensed ministers	26
Staff Team.....	26
Staff Employed by the PCC in 2020.....	27
Contract Positions working for PCC in 2020.....	27
Payments to PCC Members or people Connected to PCC Members	27
Worship Services and Statistics	28
Worship.....	28
Attendance Statistics	28

Annual Report Approval 29

PCC Annual Accounts for the year ended 31st December 2020..... 30

Aim and Purposes

The Parochial Church Council [PCC] of Crofton Parish has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC has responsibility for the parish church of Holy Rood and the church of St Edmund the Martyr. It also has maintenance responsibilities for Holy Rood Church Centre and 7 Darren Close (a residential house).



Holy Rood and St. Edmund the Martyr Churches

A Timeline for Crofton Parish in 2020

2020 will be remembered for the Covid-19 Coronavirus pandemic. As well as causing over 80,000 deaths in the UK during the year, the restrictions put in place to control the spread of the virus led to much social, educational, and economic upheaval.

The adjustment needed to keep our congregation safe and to meet the government's guidelines and restrictions, while still being a place of Christian worship, witness, and support, is much of what we need to report this year. However, it is not all that has happened. One development during the year, that may well be more significant than Covid-19 in the future life of the Parish, is the partnership formed with the newly established North Gosport parish. A timeline giving the key dates and actions during 2020 is given below.

After the arrival of the pandemic everyone, including our staff and leadership team and our members were learning new skills and techniques. We were thankful for the roll-out of the highspeed internet over the previous years. Crofton Parish made heavy use of the Zoom Video Conferencing system for meetings, the Facebook social media platform was used to announce news and events and their live streaming facilities were used for television-like broadcasts of services, YouTube enabled us to make pre-recorded worship and study videos available for people to watch in their own time, the website continued to provide details of current activities and links to other resources, and email was used to distribute the weekly Vicar's Letter. We found that through the internet we were reaching people both locally and further afield who would normally have no contact with the Parish.

Several words rapidly appeared in common use, and often overuse, after the seriousness of Covid-19 was realised. Soon every situation was "unprecedented". "Social distancing" and "lockdown" described the need to keep apart from others and stay at home to prevent the spread of the virus.

"New normal" was used to indicate a change to a new lifestyle; however, what the new normal was constantly changed! The Parish had to put a lot of effort into adapting to the changing circumstances. Even as early as July Richard England wrote in one of his weekly updates –

"Change is a constant in church life. However, in 2020 alone we have had to manage 2 or 3 major changes to church life. These have been the kind of sweeping changes that we would normally implement over months, if not years. As one pastor friend put it, 'The Church is called to agility, not stability.' We are a pretty agile church, but this season is testing for all of us."

January 5th *The initial reports of a virus outbreak in Wuhan, China, raised few concerns.*
Holy Rood's morning services start to meet at 10am rather than 9:30. Today is the 2021 Vision Sunday and launch of the Year of Invitation.

January 31st
The Faith in the Musicals evening was well attended. This was one of the preliminary events prior to the Summer Festival being planned for July.

February 8th
Family Fun Afternoon, the only one this year.

February 9th *Storm Ciara hits the South of England.*
The evening service is cancelled because of the weather!

February 24th

PCC discusses the possibility of Crofton partnering with a new parish being created in North Gosport.

March 10th

Covid-19 infections and deaths are starting to occur, and people are being warned to take precautions.

The Parish requests people don't attend services if they are not feeling well or have been to countries where there is a higher incidence of Covid-19.

March 15th

The first Facebook Live stream of part of a Holy Rood morning service takes place, there is a congregation at the service and St. Edmund's also meets.

March 16th

Government request people work from home and only travel if it is essential. The Church of England announces that public worship is suspended.

Crofton Parish announces there will be an online service on Sunday mornings, and online Evening Prayer on Monday and Friday evenings. Holy Rood is open for private prayer on four mornings a week.

In a letter to the congregations Rev. Richard England says we are in a "Trust Moment" and asks people to "Trust God – Play Your Part – Love Your Neighbour".

March 22nd

This is the first Sunday where there are only online services, this week's comes from Holy Rood Church.

March 23rd

As Covid-19 cases continue to rise and hospital services are stretched the Government announces the first lockdown; everyone must stay at home except in a very limited number of circumstances.

Both churches are closed. There are no services or private prayer. The only access to the churches is for security checks.

Staff have to work from home. The parish makes use of the government furlough scheme which pays 80% of the wages of staff who cannot do their work from home. Some furloughed staff are able to return to work in the summer, others remain on furlough for the rest of the year.

Hire of the Church Centre rooms is not possible; this is a serious hit on the parish finances.

March 29th

The first "Church at Home" from the Vicarage. During this lockdown, Sunday Church at Home and Monday and Friday evening prayer continues from the Vicarage, the Curates house and the Yeandle house. This is backed up by resource packs for families and the congregation is encouraged to join in with "viral activities".



Church at Home from the Vicarage

April 11th

Congregations are not able to meet to celebrate Easter Day; instead, celebrations are online.

After Easter the Parish starts to broadcast Bible studies online, and also runs an online Alpha course on Thursday mornings.

April 25th

Crofton Parish APCM is postponed.

May 11th

Lockdown restrictions begin to be slowly lifted. Initially there are no changes affecting how churches can meet,

May 7th

The first Church Council [PCC] meeting since lockdown is held online using Zoom. PCC continues to meet via Zoom for the rest of the year.

June 15th

Regulations are changed to allow private prayer in churches (singing is not allowed).

During the first week of July St. Edmund's and Holy Rood both open for periods of private prayer during the week.

The office staff and group leaders are producing many Covid-19 Meeting Plans and Risk Assessments to ensure all activities are safe and meet the ever-changing regulations. This continues throughout the year.

Acorn pre-school start to meet again in the Parish Centre, but there is hardly any other room hire for the remainder of the year.

July 5th

After further lifting of restriction, the Sunday morning service is broadcast from Holy Rood Church and rebranded as Church Online. Rather than evening prayer on Monday and Friday, a weekly Sunday evening broadcast that includes times of worship, reflection and Compline starts.

Youth and children start to meet using Zoom.

The "One River Many Streams" series is launched as a prelude to the Parish being able to meet in groups of up to 45 people (Streams). This is the number of people who could meet in Holy Rood with the required social distancing. The name came from Psalm 46: "There is a river whose streams make glad the city of God".

July

The new parish of North Gosport, comprising the former parishes of Rowner, Bridgemary and Elson is officially established with the help of a National Church of England strategic grant. Crofton Parish will work in partnership with North Gosport; Richard England is appointed Interim Team Rector and Jude Greenfield Interim Team Vicar.

August

13 Streams meet during the month. St. Edmund's holds two Services of the Word (no singing) where up to 22 "family units" could attend. A Thursday morning, Service of the Word, starts at Holy Rood; this is particularly for people who are not online or are isolated. Small sub-groups of Young at Hearts meet for cream tea.

August 2nd

Rather than a large group from the Parish going to the New Wine conference, parishioners are encouraged to join the online New Wine United conference during the week and on this Sunday.

August 8th *Regulations change to require the wearing of face coverings in church (and elsewhere).*

August 17th – 21st

The Wonder Zone virtual holiday club is held online for primary school children.

September *Schools return*

St Edmund's starts to hold in-person services each week, the congregation is divided into two, each half attending on alternate weeks. Crofton United and Crofton Youth start to meet in-person.

September 12th

The first of a monthly Zoom meeting for ladies – "Woman's Hour" starts on Saturday evenings.

September 14th *The number of Covid-19 cases are rising again. Restrictions are tightened, although there are no changes that affect churches. However, the completing of Track and Trace forms is required in churches.*

October 4th

The Parish holds the REBUILD Gift Day. Including Gift Aid, over £40,000 is given online, by bank transfer or cheque.



Online Evening Worship

October 11th

Crofton Community Harvest Festival is held online, video resources are provided to schools.

October 14th *England is split into different Tiers according to the Covid risk in the area. Fareham is placed in the lowest, medium risk, tier.*

October 17th & 18th

Rather than the usual annual Memorial Service for people who have been bereaved, Holy Rood church was opened for private prayer and reflection and the lighting of a candle.

October 23rd

Holy Rood Men's Shed hold an in-person meeting.

October 25th

The delayed Annual Meeting is held using Zoom. Holy Rood is open for people to attend in person, but no one took up this opportunity. Jim Nolan is finally able to stand down as Churchwarden 18 months after his term should have completed!

November 5th *With Covid-19 cases still increasing a limited time Lockdown 2 is introduced.*

In-person services and Stream meetings are suspended.

November 8th *Village Remembrance Service is cancelled.*

An online remembrance service is broadcast from Holy Rood.

December 2nd *Lockdown 2 ends, a new Tier system is introduced with Fareham in Tier 2. Socialising is not allowed in church.*

Thursday morning Holy Rood services and St. Edmund's services resume as previously. Streams also resume meeting in person, all Streams manage a meeting before Christmas.

December 3rd

The annual Christingle Service is held online, information packs explaining how to make Christingles had been sent to all families.

December 5th & 6th

The Parish joined in a Virtual Prayer Weekend.

December 8th *Mass vaccination programme starts in England.*

December 13th

People post their photographs on Facebook for Christmas Jumper Sunday.

Rather than the normal Carols by Candlelight service there is an online Carols at Home service. The service consisted of new recordings and recordings made at previous year's services. The service was shared with North Gosport.

December 19th *As the Covid-19 situation worsens Fareham is placed in Tier 3, however Gosport is in Tier 4 which is equivalent to a full lockdown.*

Despite extremely poor weather, there are two outdoor Car Park Carols services at Holy Rood.

Christmas Week

The Sunday morning Zoom Nativity is the first-time families can join in and be seen by incorporating a Zoom video conferencing session into the Facebook Live stream.

The Sunday afternoon FOCOC Nine Lessons and Carols is a live stream of a video created from previous years' sound recordings.

The Wednesday Live Nativity, which was going to be held outside, had to be cancelled.

On Thursday morning there is an in-person Christmas Eve communion service at Holy Rood.

There was an in-person early Christmas morning communion service at St. Edmund's. The hope of having a limited congregation at Holy Rood on Christmas Day was not feasible, so the main Christmas celebration was only online.

December 26th *Fareham moves to Tier 4, near enough a full lockdown.*

2021

As the Parish entered the new year there was the hope that the vaccination programme, which was rapidly gathering speed, would provide an end to the pandemic, but the short-term outlook was worrying as confirmed cases, hospital admissions and deaths from Covid-19 reached their highest recorded levels.

Ministry Area Reports for 2019

Vicar's Introduction and Report

Dear Crofton Parish,

I'm writing this report as we near the anniversary of March 23rd 2020, when the first 'Stay at Home' order was issued by the Prime Minister and we went into lockdown 1.0. It has been a year like no other and, though we are still in the midst of the Covid19 storm, our APCM gives us the chance to reflect on what we've learned, lost, gained and how we've grown.

(This is a slightly longer Vicar's Report than usual. I'm sure you'll understand why.)

A 'Trust Moment' like no other

Losing so much of our life together so quickly thrust all of us into a strange new world. Many of the things we rely on to help us on our faith journeys – physical gatherings, sung worship, etc – were taken away. For each of us, in our own way, this was a 'trust moment'. We had to discover for ourselves whether God could be trusted in a time like this. For some, that meant rediscovering habits of prayer and Bible reading; for others, it meant learning new technologies like Zoom and Facebook so we could continue to be a community together.



We marked the retirement of Rev. Beryl Stares after 30 years of ministry.

As 2020 went on, we tried to learn what it meant to be a scattered/separated community, drawing on the transition from gathered to scattered in Acts 7-8 with our motto of 'One River, Many Streams'. It hasn't been easy. For some of us, it's been too much, and we haven't coped at all – which is okay. No 'Trust Moment' is pleasant at the time but, as Hebrews 12.11 says, 'Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it.' By embracing the testing and challenge of this year – by allowing it to be a 'trust moment' – I believe we're being trained and prepared for what comes next.

Acknowledging our losses

In spite of what we might have learned through this year, we must also acknowledge what we've lost: family celebrations that went unmarked, funerals that couldn't be attended, children's education disrupted, grandchildren hardly seen, jobs furloughed and under threat, alongside the loss of the normal hustle and bustle of everyday life.

I wonder if, for many of us, it will only be during the gradual reopening of the next few months that we come to terms with how difficult it's all been and how much stress we have been under. As a Parish, we have had losses, too. Most of them were quite minor (no Summer Festival, for example) but one in particular – the loss of John Guest – will stay with us for years to come.

Moving forward into recovery and rebuilding will happen best if we can practice 'radical acceptance' of the losses and stresses of the past year: acknowledging the strain that we've been under and that the journey back to normality might not be straightforward.

What we've gained

Yet, through 2020, there have been gains as well as losses. For such a turbulent year, a remarkable number of people have joined Crofton Parish – some in-person, others online. When we can fully return to in-person services, both churches will have plenty of new faces in them!

We've also taken remarkable steps forward in our ability to operate as a community online. In the early days of the pandemic, I was both humbled and impressed by the variety of ways in which home groups and others found ways to continue functioning. We moved online with great speed and skill, embracing WhatsApp, Zoom, YouTube and Facebook (as well as old-fashioned phone calls).

If there's one thing I'm proud of, it's that we managed to stay 'live' on Sunday mornings for Church at Home and Church Online. The only pre-recorded Sunday of the whole year was Dec 27. As always, I am so grateful for both the upfront team, who had to learn new skills, and the tireless work of our tech team – especially Kathryn England, Gill Nolan and Simon Swindells – who have helped us keep improving our digital offering through the year.

We don't want to lose what we've gained in this area. So, look out for ways in which we continue to practise digital presence even while we return to in-person gatherings later in 2021... hopefully!

How we've grown

As well as new people joining Crofton through 2021, we have grown into a Resource Church through our new partnership with North Gosport Parish. It has been such a joy to see this emerge from a seed of hope and prayer into a concrete, long-term relationship between our two parishes. What a privilege for us to be asked by Portsmouth Diocese to take on this new role!

You'll be hearing more about what this means for both parishes in the weeks and months ahead. For now, please continue to pray for the congregations of the three churches: St Thomas' in Elson, St Matthew's in Bridgemary and St Mary's in Rowner and the new clergy who will be serving them in partnership with Crofton – Jude Greenfield and Samantha Martell.

Finally

Like many of you, I have mixed feelings about the last year and even the things we can celebrate are overshadowed by the complete disruption we have experienced. However, as we look with cautious optimism to a post-Covid world, I can say two things with confidence:

1. God has been faithful, always bringing good out of bad;
2. Crofton Parish is an incredible place, full of wonderful people, and there's nowhere else I would rather be during a global pandemic.

Thank you for being wonderful, for joining in online, for trusting God and for your generosity and support over this last year. From this 'trust moment', I believe that we will emerge more aware of our need for each other and for God's grace, yet more confident in his goodness and his good purposes for us in the next season.

With love,

Richard England

Youth, Children and Families

In 2020, we launched Crofton United which combined Climbers (infants) and Explorers (juniors) into the hall together, with the opportunity for small age-appropriate groups as well. Crofton United has songs, drama and games and is all about getting to know Jesus.

In 2020, we had 105 children (0-11s) and 33 youth (11-18) on our registers.

Vision (school years 7-9) continued to meet in an upper room of the church centre on Sunday mornings to spend time together and discover more about God. For school years 10-13, Vision Plus became Explosion and met occasionally either at the church centre or in Costa in the village.

With the start of lockdown at the end of March, all in-person groups were cancelled. Children and youth were sent resource packs to do at home each week, and could access online resources such as the church's YouTube playlists. Wonder Zone, a holiday club aimed at Years 5 and 6, ran for one week in the summer with pre-recorded material, packs and Zoom calls.



Families joined in the Facebook Nativity Service on Zoom

In the autumn term, Crofton United relaunched and met every fortnight in the church on Sunday afternoons. In the November lockdown, Crofton United reverted to Zoom calls on Sunday afternoons. Christmas packs were sent to children and youth in December. Chats with people on doorsteps were really appreciated.

The youth met on Zoom in the summer, and in the Autumn we were able to meet in the hall on Sunday evenings, alternate weeks to Crofton United. We had pizza together, a short input from Jude, and discussion groups. This youth gathering was growing in number, depth and relationship. The group met online during the November lockdown.

Family Fun Afternoons took place on Saturdays (2pm - 3:30pm) before lockdown and attracted high numbers of families who wouldn't normally come to church. We had one Family Fun Afternoon in 2020.

Little Fish, a welcoming and safe space for parents, carers and pre-school children, continued to grow in January and February. During the height of the first lockdown, Little Fish had a regular online story time on the Little Fish Facebook page, which stopped in the summer.

Our contact with Crofton School continued in 2020 with Ichthus lunchtime sessions, and they requested an article for their Easter mailing. School assemblies could not be done in person, but we made a Christmas school assembly movie for local primary schools and another version for Crofton School.

Engagement with children and youth had intervals of disruption during 2020 but the teams discovered new ways to engage creatively, notably by using Zoom calls, making in-person groups Covid-secure, and delivering packs to people's doors.

We are so grateful for the children and youth teams who have adapted remarkably during this challenging year to disciple and serve our young people.

Dan Greenfield

Seniors - Young at Heart

Young at Heart has been an active part of the church in 2020. We now have over 80 people, both in the church and in the community, who attend our events and we hope this will continue to grow in 2021. Despite difficult times we have managed to contact people and to hold several events ranging from a film with a cream tea early in the year, to delivering Goody Bags comprising of



A Young at Heart Socially Distanced Tea

cake tea and a card when we were unable to meet in person. As life eased a little in the summer, we were able to hold events for individuals to meet in a safe way and enjoy the delights of tea cake and chat. With a monthly changing situation, we adapted appropriately with regular telephone contact and were able to offer two support groups on separate occasions looking at aspects of wellbeing and support.

As Christmas approached, to support the church and community, we held a Young at Heart Christmas service in Holy Rood. We were able to safely accommodate 62 people who enjoyed the service and were given a small Goody bag to take home.

Jenny Wilford

Worship Ministry

The worship ministry at Holy Rood also incorporates our audio, visual and media provision and has, by the grace of God and the hard work of our volunteers, been truly transformed this year. At the beginning of the first lockdown when singing in worship together was halted, Lou Holdstock, Simon Curtis and I made recordings of worship songs for use during Church At Home and on YouTube. I'm grateful to them for making time to learn new skills which facilitated our new way of worshipping together.

With our bands no longer meeting to rehearse and musical worship suspended, the absence of our musicians and worship leaders has been hugely felt across the church and we thank God for each one of them. In July, we sang together again, recording "God I Look To You" from our homes for the launch of "One River, Many Streams". We began livestreaming simple worship on Sunday evenings during the summer and are increasingly able to do this now on Sunday mornings. It has been very encouraging to see people offering to provide worship in their Streams and to see creative ways to worship and pray emerging in these smaller congregations.

For Advent 2020, I asked church members to take part in recording "O Little Town of Bethlehem" in their homes which, when edited together, had the wonderful effect of allowing our church to sing together in worship once more. I was grateful to have recordings of carols and performances from previous years to use in worship for "Christmas At Home". On 19th December, the lifting of restrictions allowed us to gather in a very wet and stormy church car park to sing carols and worship together for the first time in a long time.

We are particularly grateful to Simon Swindells and Gill Nolan who have both put in huge amounts of time and energy to learning how to livestream on Facebook and to use the associated technology. Our thanks also goes to Margaret Quirk and her team for providing flowers most weeks. We have a small but growing team of people broadcasting Church Online every Sunday, who have learnt new skills in



Recordings from members of the Worship Team edited into one

staging, lighting, camera work, sound, visuals and livestreaming. Their commitment to serving in this way enables us to meet together to worship Jesus as a church.

It continues to be our joy and our priority to give glory to God, no matter the circumstances. Please pray for us as we discern where God is leading us in the coming months.

Kathryn England

Safeguarding

The PCC recognises that it has the responsibility to provide a safe environment for all and strives to achieve this aim. Due to the confidential nature of this area of the Parish's work the PCC has established a Safeguarding Team, led by Marian Graham, to oversee this work. The team meet on a regular basis to review and discuss any safeguarding issues that have arisen and reports regularly to the PCC.

During 2020:

- The Safeguarding Team have continued to process the timely renewals of both Confidential Declaration Forms and also DBS checks to ensure that when activities are able to resume volunteers have the appropriate safeguarding cover.
- Volunteers who came forward to offer their services to help this year were checked if it was deemed necessary for the tasks being undertaken.
- Risk Assessments for online meetings with Young People and Children were completed to ensure necessary safeguards for both Adults and Young People were in place.

Marian Graham

Deanery, Diocese and Wider Church

Crofton Parish is part of Fareham Deanery in the Diocese of Portsmouth. The parish seeks to play its role in the wider Church of England family. As a parish we commit to the deanery covenant, signed at the yearly Archdeacon's Visitation.

Diocesan Synod met three times during the year, once in person and twice via Zoom. The Diocese has been concentrating on its Live | Pray | Serve initiative that seeks to equip people to **live** as disciples of Christ; to **pray**, individually and together as worshipping communities; and to **serve** our local neighbourhoods and society together. The Diocesan finances were, however, badly hit by

the pandemic and cost savings had to be made, this included redundancies among diocesan staff and the start of planning to improve the effectiveness of mission in parishes while reducing the number of clergy. With the establishment of their partnership with North Gosport, Crofton were “ahead of the game” on this process.

Deanery Synod met only once, in person, in February. 2020 was the year when Deanery Synod members were elected. In most parishes, as in Crofton, these elections did not take place until the APCMs in October.

Simon Swindells

Administration

During 2020 the Admin Team, working both in the office and from home, endeavoured to make sure that Crofton Parish kept in contact with all of the members of its Congregation.

At the beginning of the first lockdown the priority was to ensure that the Congregational Database on ChurchSuite was up to date, so as to be able to ascertain who within the congregation was able to receive email communication and who would need to receive contact via a phone call.

Richard's weekly email kept people informed and once it was possible hard copies were hand delivered to those who do not have email or internet access.

Another large piece of work was to allocate every person from the Holy Rood congregation to a Stream and send out invitations via email or hard copy, hand delivered by volunteers.

The various lockdowns during the year meant there was no room hire to manage and therefore Claire Willis, our Admin Assistant, was furloughed during these periods. Claire's role expanded at the end of the year when the Treasury Assistant role started to move into the office.

The Parish Office oversaw the help@croftonparish.org.uk email address which allows people to ask for help and to offer assistance. It also dealt with any prayer requests that came through on the prayer@croftonparish.org.uk. We also welcomed new people who had watched our services online and were keen to join us and be added to our Congregational Database.

The Crofton Parish Admin Team would like to thank all those volunteers who have assisted with requests for shopping, collection of prescriptions and delivery of letters and packages during 2020.

Working through the Covid-19 pandemic certainly provided us with some challenges. The biggest of these was working remotely from home, but we quickly made good use of video calling and Zoom meetings to ensure that we stayed connected and maintained communication channels. The Admin Team took the opportunity to ensure that we were completely aware of everyone within our Worshipping Community, highlighting those who didn't have online access and ensuring that they received phone calls. This proved invaluable when it came to organising everyone into Streams - we now feel that we know exactly who is part of each church's congregation. We also made great use of ChurchSuite to communicate with members of Crofton Parish, by emailing out Richard's weekly letter and printing and delivering hard copies to those not online.

Technology proved invaluable and we all feel that we have either improved or learnt new skills which we will continue to use as we go through 2021!

Vicki Edwards

Staff and Volunteers

Each one of us has a role within the body of Christ. 2020 has given us opportunities to use our God given skills to serve Him, often in new ways. Much of what is provided centrally within Crofton Parish is led and run by teams of volunteers. The PCC are grateful for the time given by so many to serve in so many ways. A big THANK YOU to you all who have helped out in the last year.

Each year the Charlie Crane Cross is presented to a volunteer to recognise the 'behind the scenes' work that goes on. The decision was made that the award wouldn't be presented in 2020 so Dave Brown was able to enjoy it for a further year.

In some areas of parish life, it is felt that the addition of staff members to work alongside and lead volunteers will enable growth. There is a mix of paid and volunteer staff members within the team. These people will often lead the way with new initiatives and ways of doing things. I think we can applaud them all with the steep learning curve many have faced in 2020, particularly in the use of technology. We are blessed to have a dedicated staff team working within the parish.

There were a few changes within the staff team during the year. These include:

- Craig Peel was appointed as our part time caretaker in February
- Jude Greenfield resigned as one of our part time children and families workers. The timing of this enabled her to begin a new focus on North Gosport Parish
- Heather Brown was made redundant in November because the paid role of Children and Family Assistant was not needed any longer. Heather brought much to her role and it was with some sadness that this decision was reached.

The parish has made use of the Government's Job Retention Scheme (furlough); a number of staff were furloughed during 2020. The PCC are grateful for the positive attitude from staff and their willingness to be flexible during this time.

Everything that happens within the parish relies on individuals. If you feel that God is prompting you to volunteer in a new or different way, then please do get in touch via the church office.

Julie Mizen

Mission Support

Despite the financial pressures of the year Crofton Parish was able to meet the bulk of its commitment to support Christian charities at home and abroad. Our approved four criteria were used to evaluate bids from charities.

Timeline

The Mission Giving Group met on 9 March to assess the bids and make recommendations to the PCC.

At the May PCC it was decided that In order to manage our finances prudently, and to protect cashflow, we should make payments in two tranches. Approval was given to pay the first 50% of each bid.

The October PCC agreed that a second payment could be made to bring our total giving as close to £17,000 as possible. This was done bringing our total giving for the year to £16,995.

Distribution

Our long term partners are, CMS; Open Doors; School of Ministries and TearFund. Each of these received their full £2000. We also gave £500 to New Wine.

The other charities that received a gift were:

A2B; CedarOak Support Trust; Children's Heaven (Ethiopia); Crowhurst Healing Centre; Europe2Europe; Farm4Life (1st tranche only); India Inland Mission; Mustard Seed Songs; Scripture Union; Tears of Hope (Namibia); Transforming Lives for Good (1st tranche only).

John Elgie

Fabric Reports

Holy Rood Church

Despite, or perhaps because of the pandemic, it is good to be able to report that the condition of the fabric of Holy Rood church is largely as it was at the end of 2019.

One of the main changes in 2020 was that Craig Peel started work as caretaker in the spring and he has been able to keep on top of general maintenance jobs.

Externally this year has been mainly garden maintenance, other than a gap from March till June when the church was closed during the first lockdown.

The main internal change in the church during 2020 was the evolution of the tech systems to accommodate services being streamed online from the church. The AV and PA systems will continue to be adapted and upgraded as services move towards a hybrid state between in-person and online.

In February there was a leak in the joint between the south aisle roof and the Nave wall which led to a small plaster fall. This was fixed before Easter.

The quinquennial report for the inspection carried out in November 2016 has never been received and will become obsolete in 2021 in any case. Arrangements for the next inspection are already under discussion.

Martin Yeandle

St. Edmund the Martyr Church

During the year, when permitted and complying with social distancing etc., Services and Private Prayer sessions were held at St Edmund's, as recorded in the Annual Report Timeline. At all times these Services and Prayer times were well attended.

As usual, until the arrival of Covid-19 and the resultant lockdowns, the members of the cleaning and flower arranging teams worked to their normal high standards, thereby making the Church welcoming to all. The Friends of Crofton Old Church (FOCOC) also held their regular social and fund-raising events. With the assistance of Kathryn England and Gill Nolan an online version of the FOCOC Nine Lessons and Carols was made available on the Sunday before Christmas.

During the fine weather in June and the beginning of August FOCOC took the opportunity for several items of outside maintenance to be undertaken. These items included the repainting of the Bellcote with Weathervane, repainting of rainwater gutters/down pipes, replacement of lost or damaged tiles on south facing roof slopes and the refurbishment of a small window over the chancel arch. In addition, the grassy slope outside the south chapel door was replaced by a couple of steps.

When the roof was refurbished in 2007 English Heritage required us to salvage as many of the tiles as possible for reuse. This requirement was met by using new tiles on the north facing slopes and the salvaged tiles on the south facing slopes. The problem with using the salvaged tiles is that we have no idea when or how the tiles were manufactured. Since the roof refurbishment there have been a few tiles on the south slopes that have either slid in part or complete off the roof.

A faculty was therefore obtained to install tile guards along the lower edges of the south facing roof slopes in order to prevent anyone being struck by a sliding tile or bit of one. It was expected to have had this work carried out before the end of 2020 but the knock-on effects of the pandemic delayed the manufacture of the grills. It is now hoped that this work will be carried out in the first half of 2021.

The necessary inspections (Central Heating, Portable Appliance Testing etc.) and other routine maintenance tasks (lightbulb changing, grass cutting etc.) were successfully undertaken as was the five-year electrical inspection of the fixed wiring in the church.

Unfortunately, the lockdown restrictions prevented the Quinquennial Inspection from being carried out. It is hoped that this will now take place in the first quarter of 2021.

Gary Willcocks

The Parish Centre

The Parish Centre was very little used in 2020 compared with most years. Along with the rest of the site it was completely closed between March and June in the first lockdown after which the Nursery reopened, and the staff team began to use the offices in a limited way. In September and October use picked up a little with a few external lettings, but the November lockdown stopped everyone other than Acorn and the staff team from having access once again.

The Lincat water heater broke down and was considered beyond economic repair. A decision on replacing it has not yet been taken due to lockdowns.

The Beech room has been turned into a recording studio which is very well used.

Cleaning of the centre has continued to be contracted out with hours varying as required throughout the year.

Martin Yeandle

No7 Darren Close (Curates House)

The only significant work required was the repair of storm damaged fencing which took place in July. The outside light unit was also replaced in June.

Martin Yeandle

Financial Review

General Fund – a cash surplus of £20,000 largely thanks to our Rebuild Gift Day

As with many other churches and charities, the Covid-19 pandemic had a significant impact on PCC finances in 2020. We experienced a reduction in weekly income because we lost nearly all donations from in service collections and saw much lower rental income because our church centre was closed for most of the year due to Covid-19 restrictions. As a result of this, we were expecting an underlying deficit of at least £30,000 in 2020 and held a 'Rebuild' 2020 Gift Day in October. This saw an extremely generous response from our church members, raising c. £42,000 including gift aid. In addition, we transferred £8,000 of reserves that we had previously earmarked for community mission activities to bolster our general undesignated funds. In total, we were able to grow the cash balance of our general fund (excluding designated funds) by £20,000 during the year.

During 2020 we made use of the government furlough scheme (grants of around £5,000), and managed our costs in order to mitigate as much of the impact of Covid-19 as possible (delaying staff recruitment, reducing utility costs). We also made the difficult decision to slightly reduce our mission giving but were still able to support charities and mission partners through £17,000 of gifts. We paid our parish share for 2020 in full, despite the obvious pressure on our finances.

In 2020 we also were extremely fortunate to receive £11,000 in legacies, and a one-off donation of £25,000 (plus gift aid) that will be used specifically to upgrade our IT and AV equipment (£20,000 plus gift aid earmarked for this) and support our staff wellbeing (the remaining £5,000 plus gift aid).

At the end of 2020, our cash reserve on the general fund stands at £224,000. This includes £53,000 of unspent legacies and £15,000 which will be required to repair the tower roof (the funds for which were received in 2017). We also have the following designated cash balances: £14,000 for community mission activities, £14,000 for seniors' ministry, £23,000 for AV and IT equipment, and £6,000 for staff wellbeing. The remaining cash balance of £99,000 (which grew by £20,000 in 2020) equals slightly more than 3 months of expenditure, in line with our reserves policy (see below).

Looking ahead to 2021, it is our expectation that we will need to draw very heavily on reserves. Our 2021 budget assumes that we will face a deficit of around £40,000 because we expect Covid-19 restrictions to continue for much of the year, significantly reducing our income from in service collections and our ability to earn income from renting out our church centre. Potential reductions in the level of mission giving and additional transfers from designated funds listed above may be required to reduce our deficit and support our general fund. The PCC will make these decisions later in the year. We are not planning another gift day in 2021.

Total position including restricted funds

Our total cash funding position, including restricted funds, grew by £78,000 during the year. General funds (including those designated for specific purposes) increased by £46,000 (due mainly to legacies and donations for specific purposes, combined with our in year surplus), and restricted funds grew by £32,000 – largely due to investment growth relating to the fund which was set up in 2015 (enabled by the generous legacy left by Annie [Nancy] Price). This value of this fund now stands at just over £255,000.

In total, our accounting income in 2020 was £363,000. This is £38,000 higher than the value in 2019, mainly because of the gift day in 2020, plus higher one off donations and legacies, offsetting reductions in collection giving and rental income. Total costs in 2020 were £319,000, which was £33,000 lower than in 2019, mainly due to lower staff costs from vacancies. As such, we had a total

accounting surplus, for both general and restricted activities, including non-cash movements such as depreciation and provisions, of £44,000. In addition, we saw £24,000 of growth in the value of our restricted investment fund, resulting in a net increase in funds of £68,000 in total.

Legacy Policy

The PCC has a policy to use legacies for specific projects and not to 'lose' them in general funds. The legacies we receive are hugely helpful to the parish and we hope that more parishioners will consider leaving a legacy in the coming years.

Reserves Policy

In 2011 the PCC agreed that three months' running costs should be retained as reserves. This means that approximately £80,000 was required as reserves during 2020. As described above, excluding legacies and amounts earmarked for specific repairs and other initiatives (e.g. seniors, AV and IT, staff wellbeing), our remaining general fund cash balance at the end of 2020 is slightly higher than this policy. However, we expect the value to reduce below 3 months expenditure by the end of 2021 due to the impact of Covid-19. As the Parish now has more employees than in 2011, and we regularly consider new initiatives and activities associated with our 2020 Vision and other programmes, we will be carefully monitoring our reserves policy to ensure that this strikes the right balance between being good stewards of the resources we have, but also generous supporters of the work that God is doing in our parish.

Steve Lazell

PCC Report

The PCC met eight times in 2020 (the same number as in 2019). Only the first two meetings were held in person, the remainder were held using Zoom. The PCC quickly adapted to meeting via Zoom, there were even comments that it was easier to hear!



Crofton Cat with the new churchwarden Martin Yeandle (left) and the retiring warden Jim Nolan (right)

As the APCM had to be delayed until October, the new PCC only met once in 2020. The task groups that had started to meet in 2019 were suspended for most of 2020. With the need for fast decision making, the Standing Committee met more often than normal.

Throughout 2020 the PCC continued to review and monitor that the Parish met the many legal and regulatory requirements placed on a Church of England parish and a UK charity. These cover diverse areas including Safeguarding, Employment Law, Charity Law, Data Protection Law, Health and Safety Regulations, Building Regulations, Financial Regulations, Church Law, Accessibility Requirements, Copyright Requirements etc. and in 2020 the often-changing Covid-19 regulations. The PCC are grateful for the staff and volunteers who have become skilled in these areas and continue to ensure that the Parish meets all their obligations.

The financial implications of Covid-19 dominated the PCC meetings' agendas - PCC were thankful for Steve Lazell's work as Treasurer and the clarity of his reports and wisdom in his proposals. Other topics that were regular agenda items were the Parish's partnership with North Gosport and the effect Covid-19 regulations were having on the Parish's staff.

Simon Swindells

Structure, Governance and Management

Administrative Information

Holy Rood Church and Parish Centre is situated on Gosport Road, Stubbington. St. Edmund's Church is situated on Lychgate Green, Stubbington.

The correspondence address for the Parish is The Parish Office, Holy Rood Church, Gosport Road, Stubbington, Hampshire, PO14 2AS.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2017) and a charity registered with the Charity Commission as charity number 1128473. The members of the PCC are the trustees of the charity.

PCC Membership

Members of the PCC are either ex-officio, co-opted, elected to Deanery Synod or PCC by the Annual Parochial Church Meeting (APCM) or elected to Diocesan Synod in accordance with the Church Representation Rules. Members of the congregations are encouraged to register on the Electoral Roll and to consider standing for election to the PCC or Deanery Synod.

Due to Covid-19, the Annual Meeting was not held until October, PCC members whose term of office was due to complete in April therefore had an extra six months in office. James Nolan completed his term as Churchwarden at the APCM after 7½ years; Martin Yeandle was elected in his place and joined Julie Mizen who was re-elected as Churchwarden.

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

The maximum size of the PCC and number of Deanery Synod members are determined by the size of the parish's electoral roll. In 2013 the APCM agreed to limit the number of PCC representatives to twelve. Each member's elected period is for three years, four members are elected for the full term each year. Crofton Parish had four elected members of Deanery Synod until the Synod term completed, Crofton's representatives then increased to five for the elections at the APCM.

The Scheme, approved at the 2019 APCM, to appoint two deputy churchwardens for St. Edmund's came into force at the APCM. Sorel Mitchell and Gary Willcocks were appointed and have ex-officio places on the PCC. The motion, approved at the 2019 APCM to remove the ex-officio places of Readers on the PCC also came into force at the APCM.

PCC members who have served at any time during 2020 are:

Ex-officio PCC Members

Incumbent and PCC Chair: Rev. Richard England

Assistant Minister: Rev. Colin Prestidge

Curates: Rev. Dan Greenfield
Rev. Jude Greenfield

Churchwardens: Jim Nolan (until APCM 25th October)
Julie Mizen
Martin Yeandle (from APCM 25th October)

Deputy Churchwardens Gary Willcocks (from APCM 25th October)
Sorel Mitchell (from APCM 25th October)

Readers: Gary Willcocks (until APCM 25th October)

Elected PCC Members

Elected Members of Diocesan Synod:

Stuart Forster
Simon Swindells
Beth Yeandle

Elected Members of Deanery Synod:

Dave Brown
Jonathan Ellis (until APCM 25th October)
Stuart Forster
James Nolan (from APCM 25th October)
Simon Swindells

Elected Members of the PCC:

Robert Byles
Richard Cragie
Sarah Donaghy
John Elgie
Jo Genter
John Guest (until John's death on 5th October)
Emily Horne (from APCM 25th October)
Steve Lazell
Karen Wainwright
Ruth Williams
Martin Yeandle (until APCM 25th October)

Co-opted Members:

Sorel Mitchell (until APCM 25th October)

Roles and Committees assigned by the PCC:

Vice-Chair:	James Nolan (until 26 th November PCC) Julie Mizen (from 26 th November PCC)
Treasurer:	Steve Lazell
Secretary:	Simon Swindells
Electoral Roll Officer:	Vicki Edwards
Standing Committee:	Incumbent, Churchwardens, PCC Secretary and Treasurer
Finance Committee:	Steve Lazell (chair), Rev Richard England, James Nolan, Julie Mizen, Jane Dilloway, Simon Swindells, Brian Cariss
Safeguarding Committee:	Rev. Richard England, Marian Graham, Vicki Edwards, Mary White (until July 2020)
Mission Giving Committee:	Rev. Richard England, John Elgie, Jeff Gennings, and Evelyn & Jim Palmer

Disability Awareness:	Mara Curtis
Health and Safety:	John Elgie
Data Compliance Officer:	Simon Swindells

Clergy and other licensed ministers

At the end of 2020 the following are licensed to officiate at services in the Parish -

Vicar:	Rev. Richard England
Assistant Minister:	Rev. Colin Prestidge
Curates:	Rev. Dan Greenfield Rev Jude Greenfield
Retired Clergy:	Rev. Ted Goodyer Rev. Wing Man Tsang
Readers and PTOs	Colleen Tsang Karen Wainwright Gary Willcocks

Staff Team

The Parish leadership team comprises paid and volunteer members.

Vicar:	Rev. Richard England
Vicar's PA:	Sue Elgie
Worship and Festivals Team Leader:	Kathryn England
Parish Manager:	Vicki Edwards
Assistant Minister:	Rev. Colin Prestidge
Training & Discipleship Team Leader:	Beth Yeandle
Curates:	Rev. Dan Greenfield and Rev Jude Greenfield
St. Edmund's	Gary Willcocks
Seniors	Jenny Wilford

Staff Employed by the PCC in 2020

Children and Families Team Lead: Rev. Dan Greenfield
Rev. Jude Greenfield (until September)

Children and Families Support Worker: Heather Brown (until November)

Parish Manager: Vicki Edwards

Administrative Assistant: Claire Willis

Treasurer's Assistant: Jane Dilloway

Caretaker: Craig Peel (from 26th May)

Security: Danny Corp

Contract Positions working for PCC in 2020

Weddings and Baptism Administration fulfilled by Gill Nolan

Cleaner Kerena Ferris

Payments to PCC Members or people Connected to PCC Members

The PCC are aware of several cases where PCC members, or others closely connected to PCC members are either employed or receive payments from the PCC. The PCC ensure that these PCC members are not involved in discussion or decisions involving their payment or the connected person's payments.

Employed PCC members in 2020

- Dan Greenfield
- Jude Greenfield

PCC members with Connected Persons receiving payments in 2020

- Dave Brown connected to Heather Brown
- Jim Nolan connected to Gill Nolan
- John Elgie connected to Claire Willis
- Chris Willis connected to Claire Willis

Worship Services and Statistics

Worship

2020 started with the same pattern of services as at the end of 2019. The changing restrictions put in place to control Covid-19 meant there was no fixed pattern from March onwards; "A Timeline for Crofton Parish in 2020" on page 6 lists what changes were made.

Attendance Statistics

The Parish's statistics were reported to the Diocese as normal, however, as this was a year severely affected by Covid-19, some of the values reported and comparisons with other years are meaningless. In the table numbers in brackets are the number reported in 2019, the 2020 worshipping community includes those worshipping in-person on Sundays and in Streams, and those attending online services.

	Holy Rood	St. Edmund's	Total
Electoral Roll at APCM			379 (369)
Average Sunday Attendance Adults	n/a	n/a	n/a
Average Sunday Attendance under 16s	n/a	n/a	n/a
Easter Day Attendance	n/a	n/a	n/a
Advent special service in-person attendance	n/a	n/a	n/a
Christmas Eve & Day in-person attendance	31 (328)	24 (381)	55 (709)
Worshipping Community	562 (554)	156 (160)	718 (714)
Children baptised	5	1	6
Children brought for thanksgiving	0	0	0
Youth & adults baptised	1	0	1
Number of couples married or blessed	1	1	2
Funerals in church or conducted by minister	28	16	42

Annual Report Approval

Annual Report approved by the PCC on *25th March 2021* and signed on their behalf by
Rev. Richard England, Incumbent and Chair of the PCC

A handwritten signature in black ink, appearing to be 'R England', with a long horizontal flourish extending to the right.

PCC Annual Accounts for the year ended 31st December 2020



**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF CROFTON, STUBBINGTON**

**ANNUAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

Registered Charity Number 1128473

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CROFTON, STUBBINGTON

I report to the charity trustees on my examination of the accounts of the PCC of the Ecclesiastical Parish of Crofton for the year ended 31st December 2020.

Responsibilities and basis of report

As the charity's trustees of the Ecclesiastical Parish of Crofton (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Ecclesiastical Parish of Crofton are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Crofton Parish's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I 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.

Signed:



Name: Mr Richard Kendall ACMA
Member, Chartered Institute of Management Accountants
Address: 65, Garstons Close, Titchfield, Fareham, PO14 4EP
Date: 10/03/2021

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 DECEMBER 2020

Note – throughout the financial report, there may be minor discrepancies in the totals if the pence are not being shown due to rounding

Crofton PCC - 1128473
Statement of Financial Activities
For the period from 01 January 2020 to 31 December 2020

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Total
<i>Incoming resources</i>					
Incoming resources from generated funds					
Voluntary income	319,873	14,476	—	334,349	265,821
Investment income	11,828	321	—	12,150	12,437
Incoming resources from charitable activities	12,298	1,957	—	14,255	40,778
Other incoming resources	2,220	551	—	2,771	6,632
Total income	346,220	17,305	—	363,525	325,668
<i>Resources used</i>					
Cost of generating funds					
Fundraising trading cost of goods sold and other	—	—	—	—	—
Charitable activities	304,402	14,190	—	318,592	351,953
Governance costs	146	60	—	206	210
Total expenditure	304,548	14,250	—	318,798	352,163
Net income / (expenditure) resources before transfer	41,672	3,055	—	44,727	(26,495)
<i>Transfers</i>					
Gross transfers between funds - in	19,126	375	—	19,501	48,936
Gross transfers between funds - out	(19,398)	(103)	—	(19,501)	(48,936)
<i>Other recognised gains / losses</i>					
Gains / losses on investment assets	—	23,668	—	23,668	41,932
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
Net movement in funds	41,400	26,995	—	68,395	15,438
<i>Reconciliation of funds</i>					
Total funds brought forward	322,272	371,740	—	694,011	678,574
Total funds carried forward	363,672	398,735	—	762,406	694,011

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

BALANCE SHEET AS AT 31 DECEMBER 2020

	Total Funds £	Prior Year Funds £
Fixed assets		
Tangible assets	207,570	215,127
Investments	255,007	231,339
	462,577	446,466
Current assets		
Stocks and work in progress	60	413
Debtors	9,172	10,461
Cash at bank and in hand	335,416	281,063
	344,649	291,938
Liabilities		
Creditors: Amounts falling due in one year	44,819	44,392
Net current assets less current liabilities	299,830	247,546
Total assets less current liabilities	762,406	694,011
Total net assets less liabilities	762,406	694,011
Represented by		
Unrestricted		
Unrestricted - General fund	306,711	279,885
Designated		
Designated - AV & IT	22,310	—
Designated - Staff Wellbeing	6,250	—
Designated - Community Mission Fund	13,488	27,000
Designated - Mens Shed	76	—
Designated - Seniors Worker	14,836	15,386
Restricted		
Restricted - Audio Visual Fund	825	825
Restricted - Organ Fund	10,566	10,202
Restricted - Traidcraft - End of Year	555	726
Restricted - Agency collection	1,421	1,663
Restricted - Bible Reading Notes - End of Year	301	409
Restricted - Coffee Morning	—	103
Restricted - Fixed Asset Restricted Fund	33,478	34,981
Restricted - FOCOC - End of Year	348,584	320,076
Restricted - Flower Fund - End Of Year	323	73
Restricted - Church Gable Reserve Fund	2,681	2,681
Funds of the church	762,406	694,011

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005

1.2 Funds

Restricted funds represent:

- (a) income which may be expended only on those restricted objects provided in the terms of the bequest, and
- (b) donations or grants received for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

1.3 Incoming resources

Voluntary income and capital sources

Planned giving, collections and donations are recognised when received by or on behalf of the PCC.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. All incoming resources are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognized in the same accounting year.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments at 31 December. This applies to the CBF Investment Fund (restricted, FOCOC).

1.4 Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is recognised when it is incurred and is accounted for gross.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

1.5 Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the accounts by Section 10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £500 or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other fixed assets

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	2% straight line
Equipment	20% reducing balance
Fixtures, fittings & equipment	15% reducing balance

Individual items of capital expenditure with a purchase price of £1000 or less are written off when the asset is acquired.

1.6 Investments

Investments are valued at market value at 31 December 2020

1.7 Current assets

Amounts owing to the PCC at 31 December 2020 in respect of all income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

1.8 Stock

Stock is valued at the lower of cost and net realisable value.

1.9 Pensions

The PCC operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme. From 1 February 2017 the PCC has been operating a Workplace Pension scheme with Nest pensions in accordance with legislation and direction from the Diocese.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

	Unrestricted	Designated	Restricted	Endowment	TOTAL	
					This year	Last year
Incoming resources						
<i>Incoming resources from generated funds</i>						
0101 - Gift Aid - Bank S/O	46,985	—	360	—	47,345	71,890
0102 - Gift Aid - Bank S/O Specific	398	—	—	—	398	—
0110 - Parish Giving Scheme Income	104,322	—	—	—	104,322	76,072
0120 - Non Gift Aid Envelope Scheme	4,217	—	—	—	4,217	11,798
0201 - Other Planned Giving (inc CAF)	10,324	—	—	—	10,324	8,944
0301 - Loose Plate Collections	3,838	—	—	—	3,838	11,183
0501 - Gift Aid - One Offs	10,885	25,000	11,597	—	47,482	25,106
0502 - Gift Aid - One Offs Specific	33,016	—	—	—	33,016	—
0550 - Non Gift Aid - One Offs	1,451	100	1,731	—	3,282	4,192
0551 - Non Gift Aid - One Offs Specific	170	—	—	—	170	10
0601 - Tax Recoverable on Gift Aid	27,375	6,250	682	—	34,307	27,168
0602 - Tax Recoverable on PGS Giving	24,373	—	—	—	24,373	17,842
0701 - Legacy - Whole Parish	11,000	—	—	—	11,000	—
0704 - Grant - Income	9,439	—	—	—	9,439	4,320
0705 - CK Grant Income	360	—	—	—	360	—
0706 - Crofton 2020 Income	370	—	—	—	370	7,000
0901 - Sundry Donations	—	—	106	—	106	297
1020 - Bank Interest	828	—	321	—	1,150	1,209
1021 - Dividend Income	—	—	—	—	—	228
1030 - Rent - Property	—	—	—	—	—	—
1031 - Rent - Mast	11,000	—	—	—	11,000	11,000
<i>Incoming resources from generated funds Totals</i>	300,352	31,350	14,797	—	346,499	278,258
<i>Incoming resources from charitable activities</i>						
1230 - Hall Hire	9,153	—	—	—	9,153	24,573
1231 - Coffee Income	103	—	85	—	188	881
1232 - Office Income	1,043	—	—	—	1,043	1,475
1233 - Traidcraft Income	—	—	945	—	945	1,842
1234 - Other Income (Little Fish)	1,274	—	—	—	1,274	5,342
1235 - Fetes & Bazar	116	—	927	—	1,043	5,034
1236 - Other Income (Alpha, Yng at Hrt)	499	6	—	—	505	452
1237 - CK Ongoing Income	105	—	—	—	105	1,179
1238 - Sunday Lunches Income	—	—	—	—	—	—
<i>Incoming resources from charitable activities Totals</i>	12,293	6	1,957	—	14,255	40,778
<i>Other incoming resources</i>						
1101 - Other Incoming Resources	2,220	—	551	—	2,771	6,632
<i>Other incoming resources Totals</i>	2,220	—	551	—	2,771	6,632
Grand total Income	314,865	31,356	17,305	—	363,525	325,668

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

	Unrestricted	Designated	Restricted	Endowment	TOTAL	
					This year	Last year
Resources used						
<i>Charitable activities</i>						
1801 - Missionary Tithes	14,495	—	—	—	14,495	21,500
1851 - Other Mission Giving	—	—	—	—	—	100
1901 - Diocesan Parish Share	177,903	—	—	—	177,903	171,088
XXX - Staff costs	55,559	—	—	—	55,559	80,652
2062 - Working Exp Seniors Worker	—	—	—	—	—	469
2101 - Working Exp of Clergy	2,797	—	—	—	2,797	4,032
2102 - Working Exp of Youth Worker	10	—	—	—	10	810
2104 - Working Exp - Worship & D'Ship	578	20	—	—	589	—
2130 - Parsonage House Exp (Vicarage)	421	—	—	—	421	519
2170 - Education & Training Budget	773	—	—	—	773	1,829
2180 - Alpha Costs	—	—	—	—	—	485
2202 - Youthwork Costs	513	112	—	—	625	3,651
2203 - Children and Youth Ministry	587	—	—	—	587	711
2301 - Church Running - Insurance	3,924	—	—	—	3,924	3,774
2310 - Church Running - Office Costs	3,150	—	269	—	3,420	3,689
2320 - Church Running - Coffee Costs	467	—	—	—	467	1,695
2330 - Holy Rood Church Maintenance	1,268	—	9,944	—	11,212	4,093
2331 - Cleaning - Church Centre & Other	5,295	—	190	—	5,485	7,781
2333 - Centre Consumables	1,143	—	—	—	1,143	2,537
2340 - Upkeep of Services	325	—	—	—	325	3,714
2345 - Flowers	110	—	187	—	297	1,510
2350 - Upkeep of Churchyard	64	—	—	—	64	502
2362 - Licence Fees	1,191	—	—	—	1,191	1,017
2363 - Publicity	993	—	41	—	1,034	466
2365 - Other Expenses	696	80	939	—	1,715	4,510
2370 - Outreach - Little Fish	537	—	—	—	537	2,987
2371 - Outreach - Young at Heart	—	388	—	—	388	395
2375 - Community Mission	—	5,512	—	—	5,512	535
2376 - CK Ongoing Exp	349	—	—	—	349	1,616
2377 - CK Grant Exp	70	—	—	—	70	828
2378 - Leadership Team Exp	48	—	—	—	48	230
2380 - Traidcraft Expenses	—	—	1,117	—	1,117	1,858
2401 - Church Utility - Electric	3,867	—	—	—	3,867	5,068
2410 - Church Utility - Gas	7,195	—	—	—	7,195	5,427
2420 - Church Utility - Water	537	—	—	—	537	470
2450 - AV / PA System Expenses	—	2,670	—	—	2,670	443
2501 - General Depreciation	6,054	—	—	—	6,054	7,651
2502 - Restricted Depreciation	—	—	1,503	—	1,503	1,604
2560 - Centre Maintenance Structural	1,703	—	—	—	1,703	1,154
2561 - Waste Contract	591	—	—	—	591	647
2841 - Darren Close Costs	2,406	—	—	—	2,406	376
Charitable activities Totals	295,620	8,782	14,190	—	318,592	351,953
<i>Governance costs</i>						
2601 - Governance Costs & Audit Fee	—	—	—	—	—	—
2602 - Governance Costs (Bank Charges)	146	—	60	—	206	210
Governance costs Totals	146	—	60	—	206	210
Resources used Grand totals	295,766	8,782	14,250	—	318,798	352,163

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

4. Analysis of Fund Movements

Crofton PCC

Fund Movement Summary

Period 1 January 2020 to 31 December 2020

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances Carried forward
AVIT - AV & IT	---	25,000	2,690	—	—	22,310
AV - Audio Visual Fund	825	—	—	—	—	825
BRN - Bible Reading Notes - End of	409	257	365	—	—	301
HRR - Church Gable Reserve Fund	2,681	—	—	—	—	2,681
Coffee - Coffee Morning	103	—	—	(103)	—	—
Cr2020 - Community Mission Fund	27,000	—	5,512	(8,000)	—	13,488
FOCOC - FOCOC - End of Year	320,076	15,649	10,808	—	23,668	348,584
FArest - Fixed Asset Restricted Fund	34,981	—	1,503	—	—	33,478
Flower - Flower Fund - End Of Year	73	62	187	375	—	323
MensShed - Mens Shed	—	100	24	—	—	76
Organ - Organ Fund	10,202	364	—	—	—	10,566
SnrWkr - Seniors Worker	15,386	6	556	—	—	14,836
StaffWell - Staff Wellbeing	—	6,250	—	—	—	6,250
Traidcraft - Traidcraft - End of Year	726	945	1,117	—	—	555
General - General fund	279,885	314,865	295,766	7,728	—	306,711
None - Agency collection	—	28	270	—	—	—
Totals	692,348	363,525	318,798	—	23,668	760,985

including agency fund, total is shown below:

Total Above	£760,985
Agency Collection & Other	£ 1,421 ¹
TOTAL balance sheet	£762,406

¹ Agency collection movements in the table above should be ignored as they are incorrectly included in the report by the accounting software. The total fund balance above needs to be adjusted by the Agency collection and other value, which was £1,421 at the end of 2020, and which is shown on page 4. This value represents the total of agency balances within nominals 6501 and on 6699, plus other minor fund adjustments.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

5. Employees

Number of employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
Parish Manager	1	1
Administrators #	2	1.6
Verger *	0.6	0.8
Youth Worker	0	1
Childrens Worker	2	2
Security	1	1
Assistant Childrens Worker	1	1
Total	7.6	8.4

treasurer assistant and admin assistant; * for 7 months of 2020

Employment costs

	2020	2019
	£	£
Wages and salaries	52,232	76,662
Social security costs	905	473
Other pension costs	2,422	3,517
Total	55,559	80,652

There were no employees whose annual emoluments were £60,000 or more.

There were no disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

The staff numbers reflect the number of people employed and not the hours they work.

There is one full time employee and the rest are part time. The total hours worked during 2020 was the equivalent of approximately 2.5 full time employees.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

6. Tangible fixed assets for use by the PCC

	Land and Buildings	Equipment	Fixtures & Fittings	TOTAL
Cost				
At 1 January 2020	240,155	40,248	94,369	374,772
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 December 2020	240,155	40,248	94,369	374,772
Depreciation				
At 1 January 2020	51,071	36,248	72,326	159,645
Charge for the year	2,900	803	3,854	7,557
Disposal	-	-	-	-
At 31 December 2020	53,971	37,051	76,180	167,202
Net book value				
At 31 December 2019	189,084	4,000	22,043	215,127
At 31 December 2020	186,184	3,197	18,189	207,570

7. Fixed asset investments for use by the PCC

CBF Investment Fund

Value at 1 st January 2020	£231,339
Additions made during the year	£ 0
Increase in market value	£ 23,668
Value at 31 st December 2020	£255,007

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

8. Debtors

	2020 £	2019 £
Furlough claim due from HMRC	509	-
Income tax (Gift aid) recoverable	<u>8,663</u>	<u>10,461</u>
TOTAL	9,172	10,461

9. Liabilities: amounts falling due within one year

	2020 £	2019 £
Charitable giving	19,000	21,500
Agency accounts	3,061	25
Accruals and deferred income	<u>22,758</u>	<u>22,867</u>
TOTAL	44,819	44,392

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

10. Statement of Assets and Liabilities by Fund

		Balance	Previous Balance
Investments			
6461: CBF Investment Fund - Asset			
FOCOC - End of Year	Restricted	255,007	231,339
		255,007	231,339
	Investments	255,007	231,339
Tangible assets			
6430: Freehold Property Cost b/f - Asset			
Fixed Asset Restricted	Restricted	50,010	50,010
Fund			
General fund	Unrestricted	190,145	190,145
		240,155	240,155
6434: Freehold Property Depreciation b/f - Asset			
Fixed Asset Restricted	Restricted	(18,029)	(17,029)
Fund			
General fund	Unrestricted	(35,942)	(34,042)
		(53,971)	(51,071)
6440: Equipment Cost b/f - Asset			
Fixed Asset Restricted	Restricted	25,761	25,761
Fund			
General fund	Unrestricted	27,703	27,703
		53,464	53,464
6441: Equipment Additions - Asset			
Audio Visual Fund	Restricted	825	825
Fixed Asset Restricted	Restricted	(825)	(825)
Fund			
		—	—
6442: Equipment Disposals - Asset			
Fixed Asset Restricted	Restricted	(12,147)	(12,147)
Fund			
General fund	Unrestricted	(1,069)	(1,069)
		(13,216)	(13,216)
6444: Equipment Depreciation b/f - Asset			
Fixed Asset Restricted	Restricted	(22,614)	(22,395)
Fund			
General fund	Unrestricted	(24,528)	(23,746)
		(47,141)	(46,140)
6445: Equipment Depreciation in year - Asset			
Fixed Asset Restricted	Restricted	(176)	(219)
Fund			
General fund	Unrestricted	(627)	(782)
		(803)	(1,001)

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

10. Statement of Assets and Liabilities by Fund (contd)

		Balance	Previous Balance
6446: Equipment Depreciation Disposal - Asset			
Fixed Asset Restricted Fund	Restricted	9,877	9,877
General fund	Unrestricted	1,017	1,017
		10,893	10,893
6450: Fixtures & Fittings Cost b/f - Asset			
Fixed Asset Restricted Fund	Restricted	46,479	46,479
General fund	Unrestricted	33,282	33,282
		79,761	79,761
6451: Fixtures and Fittings Additions - Asset			
General fund	Unrestricted	18,162	18,162
		18,162	18,162
6452: Fixtures and Fittings Disposals - Asset			
Fixed Asset Restricted Fund	Restricted	(2,544)	(2,544)
General fund	Unrestricted	(1,010)	(1,010)
		(3,554)	(3,554)
6454: Fixtures & Fittings Depreciation b/f - Asset			
Fixed Asset Restricted Fund	Restricted	(43,531)	(43,146)
General fund	Unrestricted	(31,396)	(26,427)
		(74,927)	(69,573)
6455: Fixtures and Fittings Depreciation in yr - Asset			
Fixed Asset Restricted Fund	Restricted	(327)	(385)
General fund	Unrestricted	(3,527)	(4,969)
		(3,854)	(5,354)
6456: Fixtures and Fittings Deprec'n Disposals - Asset			
Fixed Asset Restricted Fund	Restricted	1,770	1,770
General fund	Unrestricted	831	831
		2,601	2,601
Tangible assets		207,570	215,127

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

10. Statement of Assets and Liabilities by Fund (contd)

		Balance	Previous Balance
6501: CAF Bank Crofton PCC - Asset			
AV & IT	Designated	22,310	—
Church Gable	Restricted	2,681	2,681
Coffee Morning	Restricted	--	103
Men of GOD Ministry	Designated	(40)	(40)
Men's Shed	Designated	76	—
Organ Fund	Restricted	9,564	9,204
Seniors Worker	Designated	14,836	15,386
Staff Wellbeing	Designated	6,250	—
Youthwork Fund	Restricted	280	280
General fund	Unrestricted	25,146	2,798
Agency collection	Restricted	3,600	804
		84,702	31,216
6503: CBF General Fund - Asset			
Community Mission	Designated	13,488	27,000
General fund	Unrestricted	70,855	56,987
		84,344	83,987
6505: FOCOC CAF - Asset			
FOCOC - End of Year	Restricted	42,457	38,005
		42,457	38,005
6506: CBF Organ Fund - Asset			
Organ Fund	Restricted	957	953
		957	953
6509: FOCOC CBF - Asset			
FOCOC - End of Year	Restricted	50,890	50,674
		50,890	50,674
6510: Flower Fund Barclays - Asset			
Flower Fund - End Of Year	Restricted	275	51
		275	51
6511: Bible Reading - Asset			
Bible Reading Notes - End of Year	Restricted	301	409
		301	409
6513: Charity Bank - Asset			
General fund	Unrestricted	70,756	75,285
		70,756	75,285
6590: CASH - Crofton PCC - Asset			
General fund	Unrestricted	90	90
		90	90
6591: FoCOC CASH A/c - Asset		101	57
6592: Flower Fund CASH A/c - Asset		48	22
6593: Traidcraft CASH A/c - Asset		494	313
Cash at bank and in hand		335,416	281,063

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

10. Statement of Assets and Liabilities by Fund (contd)

			Balance	Previous Balance
Debtors				
6480: Debtor - Gift Aid & Other - Asset				
FOCOC - End of Year	Restricted		130	—
Organ Fund	Restricted		45	45
General fund	Unrestricted		8,998	10,416
			9,172	10,461
	Debtors		9,172	10,461
Stocks and work in progress				
6470: Traidcraft Stock - Asset				
Traidcraft - End of Year	Restricted		60	413
			60	413
	Stocks and work in progress		60	413
Agency accounts				
6699: Agency collections - Liability				
General fund	Unrestricted		(13)	(11)
Agency collection	Restricted		3,074	36
			3,061	25
	Agency accounts		3,061	25
Creditors: Amounts falling due in one year				
6690: Charitable Giving Provision - Liability				
General fund	Unrestricted		19,000	21,500
			19,000	21,500
6695: Accruals Other - Liability				
General fund	Unrestricted		22,758	22,867
			22,758	22,867
	Creditors: Amounts falling due in one year		41,758	44,367
	Grand Total		762,406	694,011

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

11. Breakdown of Cash and Bank Accounts by Fund Type at December 2020

	Unrestricted	Restricted	Total
6501 : CAF Bank Crofton PCC	68,578	16,124	84,702
6505 : FOCOC CAF	-	42,457	42,457
6510 : Flower Fund Barclays	-	275	275
6511 : Bible Reading Bank Account	-	301	301
6590 : CASH - Crofton PCC	90	-	90
6591 : FoCOC CASH A/c	-	101	101
6592 : Flower Fund CASH A/c	-	48	48
6593 : Traidcraft CASH A/c	-	494	494
TOTAL Current Accounts and Cash	68,668	59,800	128,468
6503 : CBF General Fund	84,344	-	84,344
6506 : CBF Organ Fund	-	957	957
6509 : CBF FOCOC	-	50,890	50,890
6513 : Charity Bank Account	70,756	-	70,756
Total Deposit Accounts	155,101	51,847	206,948
Total Bank and Cash in hand	223,769	111,647	335,416
<i>Memo:</i>			
6461 : CBF Investment Fund (FOCOC)	-	255,007	255,007
Grand Total Including Investments	223,769	366,654	590,423

Balance as at 31/12/19 was £512,402. Cash and investment value has increased by £78,021.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

Financial Summary

General Fund – a cash surplus of £20,000 largely thanks to our Rebuild Gift Day

As with many other churches and charities, the COVID-19 pandemic had a significant impact on PCC finances in 2020. We experienced a reduction in weekly income because we lost nearly all donations from in service collections and saw much lower rental income because our church centre was closed for most of the year due to COVID-19 restrictions. As a result of this, we were expecting an underlying deficit of at least £30,000 in 2020 and held a 'Rebuild' 2020 Gift Day in October. This saw an extremely generous response from our church members, raising c. £42,000 including gift aid. In addition, we transferred £8,000 of reserves that we had previously earmarked for community mission activities to bolster our general undesignated funds. In total, we were able to grow the cash balance of our general fund (excluding designated funds) by £20,000 during the year.

During 2020 we made use of the government furlough scheme (grants of around £5,000), and managed our costs in order to mitigate as much of the impact of COVID-19 as possible (delaying staff recruitment, reducing utility costs). We also made the difficult decision to slightly reduce our mission giving, but were still able to support charities and mission partners through £17,000 of gifts. We paid our parish share for 2020 in full, despite the obvious pressure on our finances.

In 2020 we also were extremely fortunate to receive £11,000 in legacies, and a one-off donation of £25,000 (plus gift aid) that will be used specifically to upgrade our IT and AV equipment (£20,000 plus gift aid earmarked for this) and support our staff wellbeing (the remaining £5,000 plus gift aid).

At the end of 2020, our cash reserve on the general fund stands at £224,000. This includes £53,000 of unspent legacies and £15,000 which will be required to repair the tower roof (the funds for which were received in 2017). We also have the following designated cash balances: £14,000 for community mission activities, £14,000 for seniors' ministry, £23,000 for AV and IT equipment, and £6,000 for staff wellbeing. The remaining cash balance of £99,000 (which grew by £20,000 in 2020) equals slightly more than 3 months of expenditure, in line with our reserves policy (see below).

Looking ahead to 2021, it is our expectation that we will need to draw very heavily on reserves. Our 2021 budget assumes that we will face a deficit of around £40,000 because we expect COVID-19 restrictions to continue for much of the year, significantly reducing our income from in service collections and our ability to earn income from renting out our church centre. Potential reductions in the level of mission giving and additional transfers from designated funds listed above may be required to reduce our deficit and support our general fund. The PCC will make these decisions later in the year. We are not planning another gift day in 2021.

Total position including restricted funds

Our total cash funding position, including restricted funds, grew by £78,000 during the year. General funds (including those designated for specific purposes) increased by £46,000 (due mainly to legacies and donations for specific purposes, combined with our in year surplus), and restricted funds grew by £32,000 – largely due to investment growth relating to the fund which was set up in 2015 (enabled by the generous legacy left by Annie [Nancy] Price). This value of this fund now stands at just over £255,000.

In total, our accounting income in 2020 was £363,000. This is £38,000 higher than the value in 2019, mainly because of the gift day in 2020, plus higher one off donations and legacies, offsetting reductions in collection giving and rental income. Total costs in 2020 were £319,000, which was £33,000 lower than in 2019, mainly due to lower staff costs from vacancies. As such, we had a total accounting surplus, for both general and restricted activities, including non-cash movements such as depreciation and provisions, of £44,000. In addition, we saw £24,000 of growth in the value of our restricted investment fund, resulting in a net increase in funds of £68,000 in total.

Legacy Policy

The PCC has a policy to use legacies for specific projects and not to 'lose' them in general funds. The legacies we receive are hugely helpful to the parish and we hope that more parishioners will consider leaving a legacy in the coming years.

Reserves Policy

In 2011 the PCC agreed that three months' running costs should be retained as reserves. This means that approximately £80,000 was required as reserves during 2020. As described above, excluding legacies and amounts earmarked for specific repairs and other initiatives (e.g. seniors, AV and IT, staff wellbeing), our remaining general fund cash balance at the end of 2020 is slightly higher than this policy. However, we expect the value to reduce below 3 months expenditure by the end of 2021 due to the impact of COVID-19. As the Parish now has more employees than in 2011, and we regularly consider new initiatives and activities associated with our 2020 Vision and other programmes, we will be carefully monitoring our reserves policy to ensure that this strikes the right balance between being good stewards of the resources we have, but also generous supporters of the work that God is doing in our parish.