

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PETER'S, PETERSFIELD

England & Wales · Charity number 1128614

Details

Other names ST PETER'S PCC PETERSFIELD

Status Registered

Legal form Previously excepted

Registered 2009-03-17

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

Contact

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Activities

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

Activities: To co-operate with the incumbent in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Advocacy/advice/information
- **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	£304,749	£223,111	-	-
2023-12-31	£217,873	£230,035	-	-
2022-12-31	£206,731	£227,301	-	-
2021-12-31	£294,989	£185,063	-	-
2020-12-31	£259,952	£183,478	-	-

Trustees

Name	Role	Appointed
David Anthony Symmonds		2026-05-10
Dr Stephanie Elizabeth Munn		2025-05-11
John Christopher Deavin		2026-05-10
Katherine Mary Napier		2023-05-21
MELANIE TANSY EVANS		
Martin C A How		2017-04-23
Maureen Hilliar		2024-05-12
NEIL STEPHEN CHALLEN		2025-05-11
Natalie Jane Shaw		2024-05-12
Rev WILLIAM PIERS MAXIMILIAN HUGHES		2011-05-18
STEVEN RICHARD HITCHMOUGH		2024-05-12
Sally Hughes		2022-05-16
Vanda Leary		2011-05-18

Accounts

St. Peter's Church Petersfield



The Annual Review 2024

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Annex A – Minutes of 2024 APCM

AGENDA for VESTRY MEETING AND ANNUAL PAROCHIAL CHURCH MEETING

St Peter's Church at 11am on Sunday, 11th May 2025

Chairman: Revd. Canon Will Hughes (Vicar)

A VESTRY MEETING

1. Prayers
2. Election of Churchwardens

B ANNUAL CHURCH MEETING

3. Apologies
4. Minutes of the meeting held on **Sunday 12th May 2024** (*Annex A*)
5. Elections to the Parochial Church Council (PCC)

Under the Synodical Government Measure 1969, only members on the Electoral Roll are entitled to vote at any election for lay members of the Parochial Church Council

6. Report and Election of Electoral Roll Officer
7. Vicar's Report
8. Safeguarding update
9. A.O.B & date of next meeting

Vicar's Report

2024 was a busy year, which several key events including the civic service for Hampshire council, and the hustings for the general election which was, once again, hosted by St Peter's.

I want to draw particular attention to the concerts programme. Started by David Francombe, this has developed under the leadership of the parish office team. This year we hosted a record number of concerts and community events. There were 7 school concerts and 22 community concerts, as well as Mark's series of four recitals, and exhibitions by the Petersfield photographic Society and the Hampshire Calligraphers. Most of these concerts had refreshments provided by the wonderful hospitality team of volunteers. Each of these are a major contribution to the life and culture of Petersfield, as well as a missional activity, in which people find a welcome in the church, and become aware of its ministry and place in the town.

On top of this, we hosted a very successful flower festival, based around the church year and the vestments of St Peter's. It was a wonderful display which generated many visitors, all of whom were greeted by the hospitality volunteers. As well as being a huge success in its own right, it has generated an interest in the vestments which led to the gift of new altar frontals, and to 2025's poppy campaign. We're deeply grateful to Christine and Rosemary with their team for making this happen.

The fete was once again a happy and successful gathering, despite the absence of a curate to organise it! We're deeply grateful to all those who ran stalls and took part to make it such a special occasion.

The impact of the 2023 giving campaign became visible, and it was clear that people responded with generosity in response to the mission and ministry of St Peter's. In 2024 we marked Generosity week by thanking givers for their generosity, and with a renewed invitation to use the simple methods of giving, rather than the ones which, still used by some, require a great deal of administration, mostly done by the wonderful Debbie.

The meditation groups continue to thrive, with 6-10 people at each session. The Tuesday night programme has offered huge value for several years, mostly due to the leadership and ministry of Vanda and Penny and the team. Attendance, however, has begun to tail off, and we'll need to look at a new model for this in 2025. Refresh continues to be a vital and valued part of our ministry, with regular attendance of more than 70 people. We are hugely grateful to the team who lead this ministry through baking, hospitality, setting up and washing up. The social prescribers from the NHS continue to use the meeting room every week, and their role is growing as people get used to it.

We've received a very generous grant to employ a children and families worker, and after a few rounds of advertising where we did not appoint, we are exploring different ways of fulfilling this role. This has the potential to open up a new area of our life and ministry, building on our schools work and our 'Play together' toddler group, which Sally Hughes and Sam Hammond have continued to lead for a long time with great success.

The church hall is used by different organisations, but its poor condition is beginning to affect bookings. We need to make the most of that huge asset to our life and ministry, and ensure it remains a resource into the future. A working group led by Steve, our treasurer, is working on plans for this, with the very generous support of Richard Bell, who has given a great deal of his time and expertise.

The installation of cameras in the churchyard had an immediate effect of decreasing anti-social behaviour, and though we are still waiting for the installers to lower the profile of the cameras according to the agreed specification, the cameras have been very useful, and the police have made use of recordings on several occasions.

In August we bid farewell to Rev'd Alison Waterhouse, who went to serve in Salisbury Diocese. In September Rev'd Helen Mitchell retired from priestly ministry, though we continue to value her part in the meditations, and hope she will be licenced for ministry as a retired priest soon. In October it was a joy to be joined by Rev'd Amanda Simm, who came to us for the last part of her curacy. She has added greatly to the life and ministry of St Peter's, and we will be sorry to see her go in June, as she takes up her new post in Blackmoor and Whitehill. Rev'd Tom Cooper was ordained Deacon in June to serve primarily in Buriton, though he also preached and led evensong in St Peter's. He will (God willing) be ordained priest at Petertide 2025.

I want, as ever, to record my admiration and gratitude for the many different ministries and gifts which make St Peter's a living church. The reports here are a reflection of the wonderful array of ways in which God calls, uses and fulfils each of us as we listen and respond to God's invitation to be part of God's great work in the church, the town and beyond. Thank you for your part in this.

We're deeply grateful to Rev'd Helen, Rev'd Amanda and Bishop Ian, to our church wardens, Penny and Martin, and to our outstanding staff team: Hattie and Sam in the office, Mark, our director of music, Steve, our caretaker, Julia, our book-keeper and Charry, who cleans the hall and servery area.

Attendance statistics for 2024 and the preceding decade are below. The advent figures are slightly lower as we were more rigorous in not counting attendance at events which were more a concert than a service:

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Baptisms	25	23	27	22	21	5	19	28	10	16
Weddings	9	14	14	16	7	2	7	8	3	2
Funerals: church	25	31	32	24	22	10	24	23	18	20
Funerals: crematoria	27	19	28	14	23	38	25	21	17	19
Burial of ashes	1	16	9	10	2	0	7	11	8	5
Average adults	161	172	181	177	149	125	120	139	119	145
Average children	19	23	26	22	16	9	9	11	7	9
Christmas	1089	1190	1221	1232	1199	309	410	770	877	944
Easter	409	412	383	366	354	---	209	276	239	325
Advent	7010	6653	6773	4140	5466	417	2527	4238	4445	4141

Electoral Roll

At the time of writing we have just finished the 2025 renewal of the electoral roll.

We have 197 members on our roll.

If you live in the Parish or attend St. Peter's on a regular basis you are entitled to be on the Parish Electoral Roll, which gives you the right to vote at Annual Church Meetings and to serve on the PCC. Application forms are available from the Parish Office .

Sam Hammond and Hattie Hughes, Parish Office

Safeguarding report

I am delighted to report that we have an excellent take-up of safeguarding training amongst our volunteers who need the relevant courses. These consist of Basic, Foundation, Leadership, Domestic Abuse and Safer Recruitment. During the year some of us have also learnt about Scams, Welcoming Ex-Offenders, Human Trafficking and Modern Slavery and Spiritual Abuse.

The Parish Dashboard is the place where DBS and training records for our volunteers and employees are kept. It has a traffic light system. So if somebody's details, such as DBS or safeguarding training, need to be renewed or updated (which is every 3 years), I receive an email 3 months beforehand. Their name then goes amber until done, when it reverts to green. Only if something is out-of-date does it go red. The Parish Dashboard is 100% up-to-date with no red lights.

There is also a hub on the Parish Dashboard with all the different types of volunteer roles. We have 33 different roles and 55 active people. For most roles a Job Description is produced and approved by the PCC. It mentions whether a DBS is needed or not, and which safeguarding courses have to be completed. The Learning and Development Framework set by the National Safeguarding Team is now our code and not guidance. Put simply, volunteers need to complete relevant safeguarding courses for their roles in order to keep children and vulnerable adults safe.

If a safeguarding issue comes up then it is handled in the correct way by our trained team in consultation with the professionals at the Diocesan Safeguarding Team. The protection of children and vulnerable adults is paramount, and any criminal activity is reported to the Police. You may rest assured that all are safe in church or at any church activity.

I would like to say just how much I appreciate the fact that everybody has been completing their training so willingly. Thank you very much. Thank you also to Hattie Hughes who does the DBS work in the Parish Office so very efficiently. It is a pleasure to be your Parish Safeguarding Officer. Thank you for entrusting me with the responsibility.

Alison Gauld
Safeguarding Officer

Churchwardens' Report

We thank you all for being you, for being part of St Peter's, for your generosity in gifts, time and talents. We are interdependent, blessed both in giving and receiving and it is our joy and privilege to serve God. Everyone is precious and matters, and we need each one of you and want you to discover what God calls you to be and do.

We thank you for your individual ministries in all aspects of church life, ringing the bells, in worship, with music in singing and playing of instruments, reading, prayers, preaching, playing with little ones and supporting families, nurturing the young, giving talks and leading discussions, performing and hosting concerts, simply getting together in the pub, visiting the housebound, supporting those who are sad, protecting the vulnerable, keeping us all safe, making the church and church yard look beautiful and drawing in visitors, by arranging flowers (and with a stunning flower festival), by launching the Poppy Project, for the beautiful new altar frontals, scrubbing the floors, polishing the brass, cleaning the silver, tending to the flower beds, sweeping paths, encouraging eco-action (including swift boxes), welcoming at the door, listening and having conversations, offering hospitality, procuring the provisions, baking and serving cakes, pouring the tea and coffee, doing the washing up, cleaning the loos, archiving old papers, counting the money, handling the finances, fundraising such as running the fete, planning ahead, organising, imagining, making things possible, the list goes on, whatever it is you do, we thank you wholeheartedly for your kindness, willingness, effort and enthusiasm.

We thank you for your financial support, which is vital for the life and mission of St Peter's. We are increasingly dependent on your generosity and we dare to ask for your continued support, for as much as you are able to give.

We thank you for helping to make St Peter's a place where everyone feels welcome. It is our desire to make sure that each individual, including those who prefer quiet as well as those who exercise little and loud voices, is at ease and is able to participate fully in worship and in the life of our church.

We would like to express our particular thanks to our outstanding team: Mark, our Director of Music; Hattie (working as operations manager) and Sam (also volunteering as leader of Play Together) in the parish office; Steve, our caretaker; Charry, our cleaner; Julia, our book keeper. We are grateful to Steve, our treasurer. We would like to thank our ministry team: Alison, our curate until she left in March; Amanda, our curate since August; Helen, our associate priest (up to September); our retired clergy, Bishop Ian; our reader, Melanie; our Lay Worship Leader and Preacher, Kate; André and Tom, who are mostly based in Buriton.

And lastly, we wish to express our particular gratitude to you Will, our vicar, for your wonderful ministry, selflessly serving, humbly leading, patiently walking alongside us, steadfastly inspiring, gently nurturing and faithfully pointing us all to Christ. We thank you.

Thank you all for another fruitful year and it has been our privilege to be your churchwardens.

Penny Bell and Martin How
Churchwardens

Petersfield Deanery Synod

The Deanery Synod is part of the way the Church of England gives people at different levels a chance to discuss key issues and organise the church's ministry and mission. It sits between the parishes with their Parochial Church Councils (PCCs) and the full diocese, with its Diocesan Synod. It is convened by an Area Dean and Lay Chair and consists of all the licensed clergy in the Deanery and lay people elected by the parishes at their Annual Parish Church Meeting. The lay members serve for three years and the most recent elections took place at APCMs in 2023.

The Lay Chair is Vanda Leary of St Peter's Petersfield. Rev'd Dr Susie Collingridge (Steep & Froxfield with Privett) is Area Dean. Amanda Greenlee is Deanery Secretary, and David Normington is Deanery Treasurer. The main work of the Deanery Synod over the past year has continued to be working together to support growth. Over the last year this has included:

- A pilot of "Experience Easter" with interactive prayer stations for school children, held in Froxfield and Greatham churches, attended by around 280 children in all.
- Collation of activity and approaches to spirituality and discipleship across the deanery, to form a basis for sharing of ideas and further development.
- One-to-one conversations across parishes regarding mission, evangelism and outreach, and sharing of ideas including "How village churches thrive"
- Further development of lay vocations, with 10 people commissioned as lay preachers
- Petersfield Deanery Chapter starting to work together in a Diocesan pilot of "Cairns" – Benedictine style networks to support clergy wellbeing and further develop collaborative working for mission.

In October we heard the sad news of the death of Maggie Johnson of Hawkley. Maggie had been a member of deanery synod for well over a decade and at the time of her death was a very active member of her PCC, Deanery synod, and Diocesan Synod. She will be missed greatly.

Deanery Synod acts as the electorate to Diocesan Synod, and elections took place in 2024. At time of writing, there are still vacant seats to represent the deanery in the House of Laity of Diocesan Synod. All are encouraged to consider whether this could be a role for them – it is not necessary to already be a member of Deanery Synod.

I would like to thank everyone who has been involved in the continuing life of this deanery, in particular the Standing Committee which consists of Vanda Leary, Neil Chrimes, David Normington, Amanda Greenlee, Lynn Carter, Rev'd Dr Susie Collingridge, Rev'd Peter Sutton, Rev'd Valentine Inglis-Jones.

Vanda Leary, Lay Chair, Petersfield Deanery Synod

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD									
STATEMENT OF FINANCIAL ACTIVITIES									
YEAR ENDED 31 DECEMBER 2024									
	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
		2024	2024	2024	2024	2023	2023	2023	2023
INCOME AND ENDOWMENTS FROM:		£	£	£	£	£	£	£	£
Voluntary income	2a	165,846	45,790	0	211,636	143,102	0	0	143,102
Activities for generating funds	2b	25,051	0	0	25,051	19,567	0	0	19,567
Church activities	2d	31,919	0	0	31,919	33,409	0	0	33,409
Investments	2c	17,423	992	5,508	23,923	15,908	210	5,677	21,795
Rentals	2e	12,220	0	0	12,220	0	0	0	0
TOTAL		252,459	46,782	5,508	304,749	211,986	210	5,677	217,873
EXPENDITURE ON:									
Costs of generating funds	3b	2,316	0	0	2,316	1,204	0	0	1,204
Church activities	3a	210,608	6,200	0	216,808	221,048	300	0	221,348
Other resources expended	3c	3,660	327	0	3,987	5,359	2,124	0	7,483
TOTAL		216,584	6,527	0	223,111	227,611	2,424	0	230,035
NET -EXPENDITURE/INCOME		35,875	40,255	5,508	81,638	-15,625	-2,214	5,677	-12,162
INVESTMENT -LOSSES/GAINS		12,195	0	4,474	16,669	45,545	0	16,924	62,469
TRANSFER BETWEEN FUNDS		5,700	-192	-5,508	0	5,588	90	-5,678	0
NET MOVEMENT IN FUNDS		53,770	40,063	4,474	98,307	35,508	-2,124	16,923	50,307
RECONCILIATION OF FUNDS:									
Total funds brought forward		909,627	11,695	197,898	1,119,220	874,119	13,819	180,975	1,068,913
TOTAL FUNDS CARRIED FORWARD		£963,397	£51,758	£202,372	£1,217,527	£909,627	£11,695	£197,898	£1,119,220

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

BALANCE SHEET AT 31 DECEMBER 2024

Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Endowment Funds 2024 £	Total Funds 2024 £	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total Funds 2023 £
FIXED ASSETS								
Tangible Assets 5a	301,071	0	0	301,071	301,380	0	0	301,380
Investments 5b	546,104	0	202,372	748,476	532,987	0	197,898	730,885
Total Fixed Assets	847,175	0	202,372	1,049,547	834,367	0	197,898	1,032,265
CURRENT ASSETS								
Stock	580	0	0	580	508	0	0	508
Debtors 7	2,283	0	0	2,283	1,258	0	0	1,258
Investments	19,744	0	0	19,744	19,744	0	0	19,744
Cash at bank and in hand	107,089	52,300	0	159,389	69,759	14,078	0	83,837
Total Current Assets	129,696	52,300	0	181,996	91,269	14,078	0	105,347
LIABILITIES:								
Creditors: Amounts falling due within one year 8	14,016	0	0	14,016	18,392	0	0	18,392
Net Current Assets	115,680	52,300	0	167,980	72,877	14,078	0	86,955
Net Assets	£962,855	£52,300	£202,372	£1,217,527	£907,244	£14,078	£197,898	£1,119,220
THE FUNDS OF THE CHARITY:								
Endowment Funds 6	0	0	202,372	202,372	0	0	197,898	197,898
Restricted Income Funds 6	0	51,758	0	51,758	0	11,695	0	11,695
Unrestricted Funds 6	963,397	0	0	963,397	909,627	0	0	909,627
Total Charity Funds	£963,397	£51,758	£202,372	£1,217,527	£909,627	£11,695	£197,898	£1,119,220

and signed on its behalf by:

10/4/2025.....2025

Chairman *V. H. H. H.*

Member *Pauline Ball*

The notes on pages 11 to 18 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 DECEMBER 2024

2.Income and endowments	Unrestricted	Restricted	Endowment	Total	Unrestricted	Restricted	Endowment	Total
	Funds	Funds	Funds	Funds	Funds	Funds	Funds	Funds
	2024	2024	2024	2024	2023	2023	2023	2023
	£	£	£	£	£	£	£	£
(a) Voluntary income								
Planned giving : Gift aid donations	87,390	0	0	87,390	79,726	0	0	79,726
: Tax recoverable	21,848	0	0	21,848	21,232	0	0	21,232
Collections	40,078	0	0	40,078	39,911	0	0	39,911
Donations, appeals etc.	5,030	45,790	0	50,820	2,233	0	0	2,233
Legacies	11,500		0	11,500	0	0	0	0
	165,846	45,790	0	211,636	143,102	0	0	143,102
(b) Activities for generating funds								
Fund raising	20,260	0	0	20,260	12,844	0	0	12,844
200 Club income	450	0	0	450	2,080	0	0	2,080
Refresh income	4,341	0	0	4,341	4,643	0	0	4,643
	25,051	0	0	25,051	19,567	0	0	19,567
(c) Income from investments								
Dividends and interest	17,423	992	5,508	23,923	15,908	210	5,677	21,795
(d) Income from church activities								
Parish Hall Income	14,950	0	0	14,950	14,252	0	0	14,252
PCC Fees	15,848	0	0	15,848	18,091	0	0	18,091
Feed in Tariff	1,121	0	0	1,121	1,066	0	0	1,066
	31,919	0	0	31,919	33,409	0	0	33,409
(e) Larcombe Road Income								
Rentals	12,220	0	0	12,220	0	0	0	0
	12,220	0	0	12,220	0	0	0	0
Total incoming resources	£252,459	£46,782	£5,508	£304,749	£211,986	£210	£5,677	£217,873

W M Hydes

PAROCHIAL CHURCH COUNCIL OF ST PETERS'S PETERSFIELD								
NOTES TO THE FINANCIAL STATEMENTS (continued)								
YEAR ENDED 31 DECEMBER 2024								
3.Expenditure								
	Unrestricted	Restricted	Endowment	Total	Unrestricted	Restricted	Endowment	Total
	Funds	Funds	Funds	Funds	Funds	Funds	Funds	Funds
	2024	2024	2024	2024	2024	2024	2024	2024
	£	£	£	£	£	£	£	£
(a) Church activities								
Missionary & charitable giving								
Home	5,638	0	0	5,638	6,143	0	0	6,143
Overseas	1,850	0	0	1,850	2,775	0	0	2,775
	7,488	0	0	7,488	8,918	0	0	8,918
Ministry: Diocesan parish share	109,728	0	0	109,728	104,503	0	0	104,503
: Other Costs	55,653	800	0	56,453	60,604	300	0	60,904
: PDBF Fees	5,555	0	0	5,555	7,364	0	0	7,364
Church running and maintenance	17,858	0	0	17,858	24,442	0	0	24,442
Church hall running costs	7,294	0	0	7,294	5,170	0	0	5,170
Curate's House	5,951	0	0	5,951	9,454	0	0	9,454
Stonework project	0	0	0	0	-1,119	0	0	-1,119
Alter Frontal deposit	0	5,400	0	5,400	0	0	0	0
Printing and stationery	542	0	0	542	1,016	0	0	1,016
Depreciation	309	0	0	309	473	0	0	473
Bank charges	230	0	0	230	223	0	0	223
	210,608	6,200	0	216,808	221,048	300	0	221,348
(b) Costs of generating funds								
Flower festival expenses	1071	0	0	1,071	300	0	0	300
200 Club expenses and prizes	667	0	0	667	452	0	0	452
Refresh costs	578	0	0	578	452	0	0	452
	2,316	0	0	2,316	1,204	0	0	1,204
(c) Other resources expended								
Accounting & Examiners fees	3,660	0	0	3,660	3,660	0	0	3,660
Architects fees	0	0	0	0	0	2,124	0	2,124
Legal fees	0	327	0	0	1,699	0	0	1,699
	3,660	327	0	3,987	5,359	2,124	0	7,483
Total resources expended	£216,584	£6,527	£0	£223,111	£227,611	£2,424	£0	£230,035

Reports on Church Groups and Activities

Music Report

2024 didn't quite rise to the heights of celebrating a coronation or of hosting the Archbishop of Canterbury, but nonetheless, things have not stood still within the choir. The Augmented Choir sang not only at the Nine Lessons and Carols in December but also in the summer for the Patronal Festival Evensong at which we also commemorated the centenary of the deaths of Sir Charles Villiers Stanford and Gabriel Fauré.

In November we had the 'return match' for the Archbishop of Canterbury service and travelled to All Saints' Church, Botley and joined the choir there in singing Fauré's Requiem in the context of a BCP Eucharist on Remembrance Sunday evening with organ and string quartet accompaniment.

At the end of the summer term we marked the retirement of Gina Stretton from the choir after sixteen years of very loyal service with a small presentation at the end of her final service and a lunch party to follow. She is very much missed within the choir and especially amongst the altos! At the other end of the age range I started a children's groups that started meeting on Fridays after school, St Peter's Young Singers (SPYS). However, some even younger children – or rather their parents – got wind of this and so a second group was formed, which I call Little SPYS. The 'original' SPYS have sung at one or two services now, including Carols for the Town and are making good progress in their training. There is plenty of room for more SPYS, though older newcomers would now need to be in a third group so as not to feel a bit swamped! What we *do* need is more adults in the choir – I am very happy with the way the choir sings but this is actually a case of more is less: the more singers, the less the burden on all. So do have a chat to me or any of the regulars about what is involved.

I say it every year, but with no less meaning: thank you to all the singers who put in so much time and effort into their choir work and to the clergy for their continuing support and encouragement.

Mark Dancer

Bellringing

We are fortunate to have a very large thriving band at St Peter's, composed of all ages from 12-86. With more ringers than any tower in the district, weekly practices have been very well attended and we have been able to ring all eight bells every Sunday morning throughout 2024.

The general condition of the bells, bell frame and headstocks remains in reasonable condition and regular maintenance checks have taken place throughout the year. The Simulator installation took place during February and is now used regularly as a training resource for the band.

Bells No1 and No4 do both have some damage to their soundbow, although no immediate work is required. Bell No1 has chips where the chiming bell hammer strikes, and although minor, could allow for crack propagation to start, so will be monitored over time.

Bell No4 is suffering with age – being a Robert Catlin bell of 1750 it has severe indentations in the soundbow. This bell has been turned previously for the same problem (it is understood that bells of this manufacture and age tend to be softer bronze and damage more easily over time). As with Bell No1, damage is likely to need attention in the coming years.

Several of our younger ringers are members of the Winchester & Portsmouth Diocesan Guild (W&P) Young Ringers' team and took part in the National Youth Ringers competition in London during the Summer (including ringing at St Mary-le-Bow), and came a creditable 2nd place overall.

Many of our band attended the annual 12-bell practice at Winchester cathedral in August, and in December rang on the 12 bells at Guildford cathedral on our District's Christmas outing. We held our annual Ringers Dinner and rang for various Christmas services including the Advent Carol Service and at midnight on New Year's Eve.

Following ringing for the 9.30am Parish Communion at St Peter's every Sunday, we now additionally assist other nearby churches with their Sunday service ringing later in the day - regularly ringing for services at

Steep and Rogate (where there is no band), and additionally supporting the local bands for service ringing at East Meon, Hawkley, Milland and Selborne on a weekly or monthly basis.

Brian Underwood

Tower Captain, St Peter's

Junior Church

Junior Church still meet once a month for a family breakfast. It is lovely to see the parents getting to know each other and the children forming a good bond. We then enjoy games, a teaching session and craft. The team, Sally, Alice, Hattie and Sam, make sure that the children are all involved and enjoy coming to share their church experience with each other.

Hazel Town

Sacristan's report

I am pleased to report that everything is running smoothly in the Sacristy. Having been your Sacristan since 2019, I should know what I am doing by now!

After the Flower Faith and Fabric Festival last May when many of the church textiles were on display, it was realised that some were past their best. Consequently the highlight of the year has been the donation of the new green altar frontal and lectern fall, together with a new purple altar frontal. These were made by Juliet Hemingray of Derby. The green ones depict the grape and the grain for the body and blood of Christ at Holy Communion and reflect the cross which we use at 9.30am services. The purple one echoes the passionflower motif on our ambo fall, intertwined with the cross keys of St Peter. It also reflects the Pre-Raphaelite tiles behind the altar in the orphreys of lilies. So there is great religious significance for the Vicar's sermons, not just in Ordinary Time, but also in Advent and Lent.

Our Caretaker has ingeniously designed a holder and method of attaching the new lectern fall to the lectern, for which we are indebted.

The red and white altar frontal which is used at Christmas has a Madonna and Child motif in the centre. This frontal is very old but much loved. So some of the embroiderers in the congregation are planning to get together to refurbish those metal threads which have come loose, and couch them back into place.

During the year as Sacristan I worked with one of the Church Wardens to ensure that a full description of the new textiles was entered into the terrier, so that a full and proper record can be kept for NADFAS.

Some more purificators have been made out of our extra lavabo towels. All altar cloths have been marked as either under-cloths, altar-cloths or covers for each of the 3 altars, lady chapel, nave or high altar. This makes it easier to put them away in the right place, and quicker to access when needed. Two chasubles and stoles were carefully washed: the green and purple.

Thank you to all the Laundry Ladies, Gill Clarke, Madeline King, Lynne Pitt, Mary Putnam, and Gina Stretton. We do need one more to join the team if anybody is willing. Thanks also go to Dorothy Leeming for cleaning the silver before Christmas and Easter. We always have a Christmas tea to say thank you which is a very enjoyable occasion.

Alison Gauld, Sacristan

Servers Report

During the course of the year servers have been provided to all services where required. These include Sunday 8:00 and 9:30, Friday and Saturday Holy Communions as well as other special services. We remain short of acolytes but provide them for major services and hope to re-introduce them regularly for the Sunday 9:30.

It is a great privilege to serve at the altar and to participate in the celebration of Holy Communion in this way. There is scope for more people to join the team, particularly the Sunday 9:30 service so please do contact me.

Finally thanks to : All the team for their quiet efficient help, Alison Gauld for her firm grip on all things sacristy related, Bob Buckingham for taking on the role of candlestick maker (butcher and baker done by other groups!)

Martin How
Head Server

Verger's report

I would like to thank Sue Walker for helping with verger duties when I broke my arm at the end of November 2024. Also Steve Sargent for helping me with moving heavy furniture since then. I have been verger for 2 weddings, 11 funerals and 3 memorial services. I have continued collecting money from donations, at the services, for different charities and putting it in the safe for the cash counters.
Madeline King

Cash Counting

Two Members of the St. Peter's cash counting team continue to meet weekly to count and bank all monies received by St. Peter's from regular service collections, funerals, weddings, baptisms, carol services, etc.. In addition, cash funds also emanate from concerts, the wall safe, the pricket stand and the Parish Office. This task can take anything from one to two hours on an ordinary week but up to three or four hours over busy periods, such as Christmas and Easter. At present, we are a team of eight and my thanks go to each and every one of the eight for the stalwart work which they undertake in a quiet, unseen, and efficient manner ensuring that correct and secure procedures are adhered to at all times. My particular thanks go to Jill Hancock who decided to stand down after a great many years of service and also Richard Perry for agreeing to join the team. As ever, I would be very pleased to hear from anybody who would be interested to explore joining the team.
Wendy Gillam

Caretaker's Report

It's been another happy year of both variety and routine. Regular jobs include setting up and tidying up the Refresh Café, rearranging furniture and staging for concerts (and putting everything back for Sunday mornings); preparing for funerals, clearing the gutters and drainpipes, putting the bins out, some gardening at the hall, maintaining supplies of cleaning materials, locking the church daily at 3pm, adjusting the clock, repairing anything that breaks and scrubbing the church floor. In addition, I made an improved camera mount for the live-stream (the picture is no longer dominated by the backs of people's heads!) and I made and installed some iron handrails in the bell tower for the safety of our ringers when negotiating the steep spiral stairs. I improved the lights on the 'Star of Bethlehem' and fixed it on the roof of the tower. I am happy to report that the star remained brightly lit for two months and withstood several storms and gales. I made a second illuminated star to go on the Christmas tree...which nearly touched the ceiling in the south aisle. Additionally, my 'a cappella' singers, The Free Radicals, have been delighted to return in Lent and Advent to give meditative recitals of seasonal choral music.
Steve Sargent

Church cleaning

The church has been kept clean and tidy this year by a faithful and hard-working team. Some come in weekly or fortnightly to care for a section of the building; these are Jane Fuller, Sheila Gadd, Felicity Heal, Linda Hutton, Dorothy Leeming, Gill Medcalf, Yvonne Murfitt, Sonia Ratsey, Rosemary Roberts, Susan Terry and Sue Walker. With the increase in carol services and concerts through the year there is a greater need for sweeping and washing the floor, so our cleaners have to work even harder! Special thanks to Sonia who after many years of cleaning, has decided to step down. Her place will be taken by Melanie Bray.

Others take responsibility for one month to polish the brass wall plaques, namely Melanie Bray, Jane Gunning, Linda Hutton, Judith Newbigging, Lynn Perris, Rosemary Roberts and Sue Walker. In addition, Christine Rushton organises turn-up sessions to polish the brass chair plaques.

I have heard visitors remark on how bright, clean and well cared-for our church looks. We are most appreciative of those people who take on this satisfying though unsung task, and would love to hear from you if you'd like to join our team.

Kate Perry

Fabric

The condition of the fabric of St Peter's Church is in good order, with minor matters being attended to as required and no major items pending. Electrical, Heating and Fire installations are tested as required and only routine repairs and battery replacements were required in 2024. The PCC has agreed a small budget for ongoing stonework repairs to prevent minor deterioration escalating rapidly. This is a preventative measure to help keep us in good order.

The church hall interior is now very dated and the exterior in need of significant maintenance. A task group was asked to look at ways to improve both the users experience and preserve the 120-year-old structure. This will make proposals to the PCC later in the year.

I would like to offer a special thanks to Steve Sargeant our caretaker for the very skilled and sympathetic way in which he looks after the day today running and repair of the building. It is an extremely valuable contribution to life at St Peter's.

Martin How

Churchyard Team

We are all obviously shocked and saddened by the recent death of our team-leader, Peter Fisher. Peter appeared to do a lot of "pottering" in the churchyard and the surrounding area, but actually achieved a tremendous amount in his own quiet way. We will miss him very much. Rest in peace, Peter.

The Council workmen have been a big help over the past year. They kindly cut back the pyracantha hedge along the boundary wall for us – a daunting task when one is five foot two and 'of riper years'! They also came along with leaf blowers and a big truck to remove the vast quantity of leaves in the garden of remembrance in the autumn. This alone would usually take us weeks. The garden waste bags are emptied regularly and if they are occasionally missed, a quick word with one of the crew has it dealt with.

Thanks to a very generous donation, we were able to purchase and plant a new hedge of Ilex crenata to replace the box, which had succumbed to box tree moth and which was no longer viable. Special thanks are due to Steve Sargent who not only dug out all the old plants and roots, but stored and transported the new ones on planting day – we really would have struggled without his help. The hedge is being carefully tended and will soon bush up to become a lovely feature around this peaceful space. There is another, smaller hedge surrounding and hiding the compost area.

There are now just four regular team members, with occasional help in specific spaces and, as a consequence, we are aware that some of the general maintenance work is being sidelined in favour of other priorities. Weeding around the edges of the church building and paths is particularly time-consuming and difficult to manage if we don't want to use weedkillers, but those areas are often the first that visitors see.

Each year a plea is issued for more help, but, thus far, unsuccessfully! Perhaps would-be volunteers imagine they need the combined skills of Monty Don and Joe Swift, but this is far from the truth. All you really need is a willingness to spend an hour or so once a week, fortnight, month, in beautiful surroundings. We generally meet on Mondays at around 10am, but only because that suits us, your choice of day/time would be entirely up to you. There are jobs to suit all interests and abilities, sweeping; edging; weeding – they all offer free vitamin D, a great sense of achievement and the heartfelt gratitude of both

visitors and the rest of the team! Give it a try – come and find one of us on a Monday or leave a name and contact number at the office and one of us will get in touch for a (no obligation) chat.

Di Wakefield

Flower Guild

The flower team continued to be busy throughout the year decorating the church for the main festivals and the fortnightly arrangement by the altar. Occasionally we are asked to do a commemorative arrangement which is in place for the nearest Sunday on our rota, the funding for these requests are made via the Parish Office. We are also very grateful for the occasional donations given.

In May we held the Flowers, Faith & Fabrics Festival in St Peter's which had been instigated by Rev. Alison Waterhouse before she left. This was a big event for the flower team to plan and we were very grateful to the many helpers who assisted in the mechanics, setting up in the days before, providing the refreshments each day and the stewards at the event. The four day event displayed many of the altar frontals, chasubles, stoles, copes and fabrics we have in St Peter's with flower arrangements complimenting them. This event brought many hundreds of people into the church and also raised much needed funds for St Peter's. The team meet quarterly on a Thursday (timing it with St Peter's Refresh café!) to plan our rota and welcome anyone interested in joining us. No experience is necessary just an enjoyment of flowers and a willingness to help and learn.

Yvonne Murfitt

Pastoral Committee

The purpose of the Pastoral Committee is to support those members of our church family who are experiencing difficulties in their lives, for whatever reason.

At our meetings we share news and pray for parishioners who are in hospital, ill at home, bereaved, or unable to attend church, as well as those we have missed seeing for a while. We then agree to follow up with a visit, phone call or card and also liaise with the clergy and Home Communion team. For those who require practical support we do our best to offer assistance in any way we can, for example with lifts to church.

As a group we aim to be a friendly presence at the regular church services, and at Refresh, in order to welcome new people and develop our caring community at St Peter's.

The Pastoral Group has met five times over the year. Thanks go to valuable committee members who have stepped down – Jane Fuller, Wendy Gillam, Sylvia Roberts and Revd Amanda Sim. We look forward to welcoming three new people – Sheila Gadd, Gill Medcalf and Lynn Perris, who will join Melanie Evans, Linda Lemmon and Kate Perry.

Kate Perry

Home Communion

Again this year regular Home Communion has been taken to those people who are unable to attend one of the regular weekly services. These people may have physical disabilities including mobility problems, or be recovering from hospitalisation or have a myriad of other reasons to be housebound.

The Home Communion team consists of Clergy, and seven Lay Ministers. I would like to warmly thank Alison Gauld who has decided, after a number of years, to step back from this Ministry and also welcome to the team two new Lay Ministers, Jane Bell and Mary Putnam.

Generally speaking, Home Communion is taken to each person once or twice a month depending on their choice and the ministry is very much attuned to the needs of each recipient. In addition to visiting individuals in their own homes or nursing homes, nine at present, the team also attend Cremorne Place where a regular weekly service is held in the communal lounge on Wednesday. Numbers at Cremorne vary from week to week. Over and above our regular communicants we also take communion to people who are temporarily incapacitated, perhaps following a fall.

A shortened form of Communion service is used and consecrated tintured wafers are distributed - the wafers (and wine) having been consecrated as part of one of the main services.
Please speak to Will or I if you would be interested in joining the Team or you know of anybody that would benefit from receiving Home Communion.
With many thanks to all the members of the team for their continued ministry.
Wendy Gillam

Play Together

We have had another enjoyable year at Play Together with more new families continuing to join. Our four year olds moved on to school in September and our regulars are families with younger children which entails more free-play & less craft. This changes the dynamics especially the enthusiasm shown at singing and music time. Some families are joining the extra Easter activities at St Peter's.
The council grant provided a large number of new & diverse play equipment, creating more themed play areas. We are very grateful to our team of volunteers who help every Monday during school term-time at this thriving playgroup. Please speak to us if you are interested in joining the team making drinks and refreshments for families & helping set up/clear away the toys.
Sally Hughes and Sam Hammond

Reader's report

During 2024 I was the only Reader in St. Peter's Church. My role includes Gospelling at the 9.30 Eucharist, acting as deacon, preaching, teaching, leading non-eucharistic services, and taking home communion to church members at home, a member of the Pastoral Committee and several other volunteer roles. Readers are not ordained but are licensed by our Diocesan bishop.
Readers are pastorally supported, by their incumbent and Diocesan staff. The annual conference this year took place at The Meon Valley Golf & Country Club. The weekend was led by The Hopeweavers Community which enabled us to reflect on God's amazing love through creative crafts and to take advantage of the grounds. We brought home their booklet containing a simple daily office of morning, midday, evening and night prayer. The 2026 conference will also be held at the same venue.
Our Warden of Readers Revd. Anthony Rustell moved from Portsmouth up to Dorking prior to our 2025 Conference and progress is being made on the appointment of a new Warden. After the death of Hilary Spurgeon our Deputy Warden of Readers in 2023, the work that she did is now being undertaken by Jan Clarke. Our own sub warden, Eleanor Childs who worships at St. Mary's, Liss continues to look after the Readers in this Deanery.
The Diocese is planning to issue a Reader/LLM Advent Booklet 2025 based on Psalm 104. Those of us who have offered to contribute are given just one verse to write a reflection/response.
Melanie Evans
Reader

Refresh Café

Another very successful year with ever more customers. Having the Social Prescribers in the meeting room on a Thursday encourages more people to come and check us out which is very good.
One morning Will counted how many customers were sitting down at 11am - a whopping 77!
This is why we have been looking for more volunteers for washing up, general duties, cake making and have developed a new role from 10.30am to 11.30am of support in helping during that very busy time.
Refresh has a wonderful team of volunteers, but we can always do with more.
This year we have enjoyed more D of E volunteers with their large variety of cakes and enthusiasm.
Refresh is only so successful because of the hard work and dedication of all our volunteers.
Thank you all.
Christine Rushton

Church hall

The church hall has a good mix of regular users and occasional bookings or charity events and parties. We have lost a couple of regular hirers this year but continue to welcome a diverse mix of people and groups – everything from Muslim Friday prayers to drama groups, and from toddler group to wargaming!

There has been no major fabric work this year, and Steve Sargent has dealt with all the minor works.

The increase in rates does not seem to have affected our bookings, but we try to keep prices to a minimum, especially for charities.

Charry Sargent, the hall cleaner, continues to keep the hall beautifully, and the users appreciate her work.
Hattie Hughes

Sidespeople

It has been another busy year for the Sides People; St Peter's certainly has many services, of every liturgy, shape and size! The role of Sides Person is one that, by necessity, has to be carried out with great diligence but often with little recognition. I would like to record my grateful thanks to all those who week by week fulfil the role graciously and who agree to do additional duties, often at the busiest times of the year.

I am delighted to note that Tom Thompson has agreed, during the year, to join the team - thank you and welcome. I would also like to thank Rosemary Roberts who has taken the lead on organising the Sunday Evensong rota for which I am very grateful.

I should like to propose that the following group of individuals be elected as Sides People for 2025:

Vivienne Bradley, Bob Buckingham, Hazel Buckingham, Neil Challen, Gill Clarke, Jane Fuller, Sheila Gadd, Wendy Gillam, Derrie Greef, Jill Hancock, Sam Hammond, Felicity Heal, Maureen Hilliar, Linda Hutton, Sue Mazzei, Gillian Medcalf, Jan Moore, Barry Murfitt, Lynn Perris, Kate Perry, Richard Perry, Mary Putnam, Debbie Reed, Rosemary Roberts, Tom Thompson, Paula Tribe, Christine Tully, Jill Watts, Anne Wheeldon, Val Wood and Colin Worsford.

Finally, we are looking for new members to join the team, if you feel that you would like to get involved please do get in touch.

Derrie Greef

Discipleship & Spirituality

The heartbeat of St Peter's is strong, every day of the week! In addition to the regular Sunday services, morning prayer is said each day, there's the Friday 11 O'clock Holy Communion (BCP) and Saturday 9.30 Holy Communion. The votive candle stand, along with the prayer trees for Ukraine and the Holy Land, hold significant importance. There's been weekly provision on Tuesday nights, with a discussion prepared and led by Vanda on the first Tuesday, intercessory prayer (lay led) on the second, a talk given by Will, or one of the clergy, on the third, and a gathering in the pub on the fourth. Meditation sessions on Monday evenings and Tuesday mornings have become an integral part of life at St Peter's, with nearly twenty people regularly attending across both sessions. The bespoke Lent Course, '*CONFIDENCE*', *The Lord is my light and my salvation; whom shall I fear (Psalm 27)*, written by our vicar, Will, was held on Tuesday nights and Thursday lunchtimes and was much appreciated. In April, we were treated to Bishop Ian's session, "*The Resurrection of Jesus Christ*". In the autumn, Confirmation classes were held and the candidates were confirmed in St Peter's in December. We are very grateful to our vicar, Will, and to all those individuals who have led or supported these sessions.

Penny Bell

Bible Study group

We are a small, friendly group that meets once a fortnight in each other's homes. We start with a cup of tea & then prayers. We work our way through a book of the Bible using the Bible & a study guide. We have just finished Luke's Gospel & after Easter will start on Ephesians. The group is ideal for those with little knowledge of the Bible but are curious to know more.

Lynn Carter

Concerts

As usual there was a full programme of well attended lunchtime, afternoon and evening concerts at St. Peter's this year. There were 32 concerts which varied from school concerts, solo recitals, lecture recitals, orchestral concerts, organ recitals, choral concerts and chamber music. There were three concerts given as part of the Petersfield Musical Festival one of which was dedicated to the memory of Anne Pinhey who contributed so much to the music of Petersfield.

Not only do these concerts encourage people into the church, but they have raised over £6,000 for church funds as well as voluntary donations to charities such as The Rosemary Foundation and the Royal British Legion.

None of these concerts could take place without the wonderful team of volunteers who host them, sell and prepare refreshments during the interval.

Having spoken to musicians who organise concerts in venues similar to St Peter's, I feel that the fees which are charged for performing in the church could well be increased.

Margaret Humphrey Clark

Church Watch

We continue to keep the church open to welcome people to not only the church but to the town.

Petersfield is a warm friendly town and we are an open door.

People come to church for many reasons. To see our beautiful Norman church, to light a candle, to see the stained glass windows or the Memorial plaques, to pray, to see our wonderful organ or for a chat.

We are short of volunteers for this important ministry. Can you commit 2 hours once a fortnight 1-3 pm?

Madeline King

Eco group

We have now written an environmental policy for St Peter's Church which is displayed in the porch. We continue working in the Bee & Butterfly Garden in the Church hall, a family of blue tits made use of the nest box last year & we now have a bird bath in situ.. The swift boxes were installed on the Church tower late last summer so we wait to see if any birds will take up residence this year. We also ran an upcycling stall at the Church fete. The vegetarian cookbooks are still available for sale. 2 of our members attended the 'Net Zero Carbon Conference 2025' at Portsmouth Cathedral. St Peter's is supporting the 'Young Green Anglicans' initiative in Mozambique as part of our Silver Eco Church award.

Lynn Carter

PACT (Petersfield Area Churches Together)

We are without a rep on the PACT committee at present. If you would be interested in this role, please contact the parish office.

PACT Food Bank

Petersfield Food Bank is a registered charity supported by PACT. Operating out of the Methodist church, Tuesday and Friday mornings, supplying bags of tinned and packaged foods to families referred by one of the Food Bank referral agencies. Monday and Wednesday mornings, we receive and sort donated food and make up bags for distribution. Fresh food cannot be accepted and all food must be in date. Any food going out of date is taken to The Hub at the railway station. Financial donations can be gift aided. Donations of food have fallen this year, supplies are replenished using donated funds. Vouchers for clients to purchase fresh food from the market are offered.

In 2024 1513 packs were issued helping 2323 adults and 1442 children.

Rosemary Roberts

St Peter's, Petersfield
ANNEX A
Minutes of the APCM 2024
Annual Parochial Church Meeting
St. Peter's Church, Petersfield
12th May 2024

Rev'd Will Hughes welcomed all and opened the meetings in prayer.

Attendees:

Rev'd Canon Will Hughes (chair)

Jane Bell, Penny Bell, Chrissy Brooker, June Brooks, Jane Cameron, Catherine Castle, David Castle, Neil Challen, Diana Collins, Mark Dancer, John Deavin, Gillian Druce, Melanie Evans, Geraldine Everett, Peter Fisher, Alison Gauld, Wendy Gillam, Stephanie Grenfell, Gillian Hancock, Maureen Hilliar, Steve Hitchmough, Martin How, Sally Hughes, Pauline James, Madeline King, Roger Lacey, Vanda Leary, Melanie Moore, Sonia Ratsey, Debbie Reed, Rosemary Roberts, Alan Rushton, Christine Rushton, Natalie Shaw, Christine Tully, Jill Watts, Anne Wheeldon, Kathleen Wigmore
Ian Brackley (non-voting, as PTO clergy)

VESTRY MEETING – open to all who live in Petersfield or on the St Peter's electoral roll.

There were 2 nominations for the office of church warden, Martin How and Penny Bell. Martin and Penny were unanimously elected.

ANNUAL PAROCIAL CHURCH MEETING – open to those on the St Peter's church electoral roll

Apologies were received from:

Richard Bell, Vivienne Bradley, Lynn Carter, Sheila Gadd, Derrie Greef, Sam Hammond, Brian Hargreaves, Felicity Heal, Hattie Hughes, Brenda James, Richard & Kate Perry, Anthony & Alison Smyth

1. Minutes of the previous meeting were agreed as a true record of the meeting.

2. Elections to the PCC

Will reminded the meeting of the composition of the PCC, this being: licensed clergy and readers, deanery Synod members, churchwardens, elected members.

Thanks were given to those who were leaving the PCC, having reached the end of their term of office: Neil Challen, John Deavin, Madeline King, Cathy Stevens

The following candidates had been nominated for election to the PCC:

Maureen Hiller, Steve Hitchmough, Rosemary Roberts, Natalie Shaw

All were elected unanimously

Jane Bell was willing to stand for election but had not been on the electoral roll for the requisite 6 months prior to the meeting. Jane was co-opted to the PCC for the time being, this to be converted to election to the PCC once she has been on the roll for 6 months.

3. Elections to key roles.

Thanks were given for the work of Cathy Stevens who has been Treasurer for the last few years.

Steve Hitchmough was unanimously elected as Treasurer

Thanks were given to Pauline James for her work as electoral roll officer. Pauline was unanimously re-elected.

Pauline reported that there were 234 people on the electoral roll. A full refresh of the electoral roll would take place in 2025.

4. Reports

Rev'd Hughes briefly highlighted each of the reports making up the annual report, with questions and comments as noted.

4.1 Vicars report

To add to the report, Rev'd Hughes noted our farewell and thanks to our curate Rev'd Alison Waterhouse. Many of the things noted in the report had been led by Alison including the fete and Coronation events. Thanks were noted to Ann Wealden who has sorted out 50 large boxes of documents stored in the parish office loft – these have been assessed and variously binned, filed or deposited at the Winchester records office.

Rev'd Hughes highlighted the statistics for mission. Junior Church is now meeting monthly rather than weekly, so the average weekly numbers have dropped though the worshipping community is larger.

Baptism numbers have dropped and we will be working to publicise baptisms more.

Melanie Moore asked if it were possible to show the number of people in the worshipping community and Rev'd Hughes confirmed that this was being explored.

4.2 Safeguarding

Thanks were noted to Alison Gauld, our parish safeguarding officer.

4.3 Churchwardens report

The Churchwardens, Martin How and Penny Bell, added further thanks to Rev'd Will Hughes and Hattie Hughes, readers, intercessors, chalice assistants, servers and all those who take part to ensure the regular week by week ministry of the church.

4.4 Deanery

Rev'd Hughes highlighted the deanery lead roles for stipendiary clergy.

4.5 Finance review

Rev'd Hughes briefly highlighted the overall financial position and explained that investment gains and losses do not impact directly on available funds for day to day work. Excluding investment gains, the PCC accounts show a £12,000 loss for 2023.

Debbie Reed highlighted the need for ongoing fundraising: planned giving covers our parish share but not our regular operating costs.

Rev'd Hughes encouraged people to give via the parish giving scheme.

Rosemary Roberts asked how do we let new people know about planned giving.

John Deavin highlighted the value of legacies and encouraged people to consider leaving a legacy to the church.

The Larcombe Rd property owned by the PCC is to be rented out for income rather than to house a curate. Any future curates would be housed by the Diocese as is the case for other parishes.

Funding for a children and families worker for 3 years has been achieved via a successful grant application.

4.6 Committee reports

Every committee report was noted. Additional comments are noted here.

The enhanced choir is an exciting addition to the musical life of St Peter's.

The Band is on hold at the moment as most band members are busy doing GCSE or A Levels.

Bellringing goes from strength to strength. A simulator has been fitted to allow more practice time for the increased number of ringers, without disturbing our neighbours.

Cash counters have a big job, especially at Christmas. There are robust systems in place which includes always having 2 people counting together.

The card reader in the servery is not very reliable. Martin How is looking at extending wifi coverage to remedy this.

We are considering putting cameras in the churchyard due to anti social behaviour.

The town council cuts grass and maintains trees, but the churchyard team keep it looking beautiful. The team need more help – they are a small team and the youngest is in their 70s.

The flower guild are looking forward to the flower festival. They still need some stewards to help.

The pastoral team and home communion team take home communion to 12-14 people every week.

Wendy Gillam would be very pleased to hear from anybody who would like to join the team.

Sally Hughes and team have kept Play Together going with volunteers since August last year. They are looking forward to recruiting the new children and families worker. Deep gratitude was noted to the volunteers.

Anyone who feels called to reader ministry is invited to discuss this with Rev'd Hughes.

Refresh is a fantastic ministry to the town and goes from strength to strength. Police and social prescribers attend to meet the community. Disability accessibility group also will soon be attending. More volunteers are also welcome, to bake cakes or to help at the sessions.

The church hall is now well used. It is kept clean but is showing its age and looking shabby. The PCC need to consider how best to make the hall a good asset for decades to come.

On the discipleship and spirituality calendar of events, the 4th Tuesday of the month will now be a fellowship meeting in a local pub.

More helpers are needed for concerts.

Lynn Carter runs a Bible study group, and new people are always welcome to join.

Church watch has two purposes – to provide a welcome to visitors, and security. More helpers would be welcome.

Madeline King has completed her term as PACT representative and a new representative is now needed.

Rev'd Hughes thanked people for their reports, and also for all the ministry that those reports represent.

5. Questions and comments

Alison Gauld noted that Rev'd Hughes has been chaplain to the Mayor Cllr Crissey, and has received a mayor's medal for community cohesion.

Mark Dancer referred to a recent report in The Times about the hymn "All things bright and beautiful". The article was illustrated with a stock photo of Mark at the St Peter's organ. Mark asked everyone to let him and Rev'd Hughes know if they had any special hymn requests.

Rev'd Hughes was glad to be focusing wholeheartedly on ministry at St Peter's, having finished the acting archdeacon role during last year.

For concerts in the winter, the church is very cold. This was done on purpose this year due to high heating costs, with the thermostat set a couple of degrees cooler than usual. It is hoped that this can be reversed this year.

Melanie Moore noted that the online service is usually not clearly audible. Rev'd Hughes would like to have better facilities to enhance the online ministry – a better camera, and an iPad to run the camera during the service.

The meeting closed with the Grace

Accounts

**THE PAROCHIAL CHURCH COUNCIL
OF THE
ECCLESIASTICAL PARISH OF

ST PETER`S PETERSFIELD**

A Registered Charity No. 1128614

**ANNUAL REPORT

AND

FINANCIAL STATEMENTS

OF THE

PAROCHIAL CHURCH COUNCIL**

For the year ended 31 December 2023

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY REGISTRATION NUMBER
1128614

PCC MEMBERS AND TRUSTEES

Incumbent : Rev'd Canon William Hughes
Curate: Rev'd Alison Waterhouse
Associate Priest: Rev'd Helen M Mitchell

Readers: Melanie Evans

Churchwardens: Penelope Bell
Martin How

Assistant warden: Sally Hughes

Deanery Synod: Martin How
Vanda Leary
Lynn Carter

PCC Elected members: Madeline King, John Deavin, Faye Hughes, Neil Challen, Cathy Stevens,
Sally Hughes, Debbie Reed, Margaret Clark, Andrew Flatt, Kate Napier,
Alice Fennell

Young people's rep: Elizabeth Fennell

PCC Minutes Secretary Vanda Lea

PARISH ADMINISTRATOR

Harriet Hughes and Samantha Hammond

St Peter's Parish Office, Church Path, The Square, Petersfield, Hampshire GU32 3HS

Telephone: 01730 260213 e mail: office@stpeterspetersfield.org.uk

BANKERS

Cafcash Limited, P.O. Box 289, West Malling, Kent

INDEPENDENT EXAMINER

G. R. Beer MA(Cantab) FCA

4, Chilgrove House, Marden Way

Petersfield, Hampshire GU31 4PU

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

TRUSTEES' REPORT

The trustees present their report together with the financial statements of the charity for the year ended 31 December 2023. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the Financial Reporting Standard (FRS) and the Charities SORP FRS 102.

Aim and purposes

The function of the Parochial Church Council (PCC) is to cooperate with the incumbent in promoting in the parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical.

Structure, governance and management

The appointment of PCC members is governed by the Church Representation Rules. Members of the PCC are either ex-officio, co-opted or elected by the Annual Church Meeting. New members are made aware of trustee responsibilities and individual members are appointed to ensure compliance with health and safety regulations, child protection and safeguarding policies and are encouraged to attend diocesan or deanery training courses on such matters. The PCC meets six times a year.

The PCC operates through the following committees which meet between and report to meetings of the PCC:-

Standing - Is the only committee required by law and acts on behalf of the PCC.

Children & Young Adults – Provides for younger members of our Church community.

Discipleship & Spirituality – Shapes a programme of events.

Ecology and Environment – Proposes ideas and initiatives, and manages projects.

Fabric and Buildings – Manages the care of all parish buildings.

Finance – Manages and monitors the finances of St Peter's.

Pastoral – Organises the ministry to newcomers and monitors pastoral needs.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at St Peter's and to become part of the parish community. The incumbent and the PCC are fully aware of the Charity Commission's guidance on public benefit and the specific guidance on charities for the advancement of religion, and has regard to these in planning and delivering its activities.

Achievements and Performance

The PCC has embraced the Bishop of Portsmouth's two priorities: the provision of outstanding ministry to the elderly, in particular Anna Chaplaincy, and to focus our resources and energy on enabling children, young people and young adults to encounter Christ. The PCC is working towards greater collaboration with other churches in the deanery.

The PCC continues to focus on provision for the young (mission) - grant funding for a Children and Families Worker was applied for in September 2023, and on encouraging people to take an active part in the life of the church (enabling mission).

Our ministry team includes: Rev'd Helen M Mitchell and Rev'd Alison Waterhouse, retired clergy, the Right Rev'd Ian Brackley, Reader, Melanie Evans, Lay Worship Leaders, Katherine Napier and Alice Fennell, and Rev'd Anthony Smith until he retired altogether on 14 May 2023.

St Peter's has continued its online provision by live-streaming (on Facebook) the 9.30am Parish Eucharist, as well as various seasonal services. Also, in support of its existing work, as well as to help in achieving growth, St Peter's has strengthened communications with new and attractive notices in church and through posting on the social media platform, Facebook.

In support of faith development within the congregation and the wider parish, St Peter's clergy and other personnel gave regular RE lessons and led collective worship in Churcher's College (including Junior School), Ditcham Park School and Petersfield Infants' School, and some lessons for The Petersfield School. Rev'd Canon William Hughes also provided regular 'padre's hours' for the ATC squadron and he is chaplain to Petersfield District Scouts.

The Tuesday Night programme has expanded with weekly provision: on 1st Tuesday a Discussion (– lay led), 2nd Tuesday Prayer – lay led), 3rd Tuesday Talk (– by clergy), 4th Tuesday Contemplation (– clergy led, with plans to become a discussion in a local pub).

In the Autumn, Reverend Helen Mitchell led a six-week Christian Meditation Course, with sessions held on Tuesday mornings and Tuesday evenings. It had been anticipated that this would feed into the 4th Tuesday Night of the month, (Tuesday Night Contemplation), but the course was so popular with a life of its own, and Meditation sessions (lay led) on Monday nights and Tuesday mornings continue as part of the regular life of St Peter's.

In addition to the Tuesday Night and Meditation programmes in St Peter's, as part of growing in faith, the congregation has been encouraged to take up opportunities offered within the deanery and diocese, some people are attending the Living Faith course online and one has completed the Lay Preachers Course.

A simple soup Lent Lunch was held in aid of the DEC Appeal for Turkey and Syria.

In 2023 the Lent Course, 'Dust and Glory' (based on the Church of England's Lent Book, 'Failure' by Bishop Emma Ineson), was held on Tuesday nights and Thursday lunchtimes.

In November, the Right Reverend Ian Brackley led two sessions, "Tales of the Nativity", and introduced the infancy narratives in Matthew and Luke.

In the autumn, Confirmation classes were held in St Peter's Church and at Churcher's College, and 8 candidates were confirmed by the Right Reverend Jonathan Frost, Bishop of Portsmouth, at St Peter's Church in December.

The pastoral committee and home communion team provided regular visits and telephone calls, offering Communion, spiritual support and company to a wide variety of frail and house bound people in their homes and care homes.

The weekly toddler group, Play-Together, led by volunteers (since Hannah Thomas left her role in the summer), is open to all in the community and typically attracts about 30+ families.

Junior Church for children aged 3-11, has been meeting on the third Sunday each month, in the large hall, starting with breakfast before enjoying a Bible story, some play and activities. The children and leaders come into the church in time for Holy Communion or a Blessing. At the end of October, a Light Party was held in church for children and their families.

St Peter's Youth are encouraged to participate in the ministry of the church including the choir, serving at the altar, reading lessons and prayers, bell ringing, taking charge of technology and running the live-stream. Usually there are one, or even two, Duke of Edinburgh Award students who bake cakes for the Refresh Café. The Band, founded and led by teenager Michael Fennell, is a talented group of teenagers who regularly lead two hymns at the monthly All Age service, performed at the Coronation Fete and who led the music at the two Nativity services on Christmas Eve.

The Concerts programme, showcasing a number of performers including those from schools, has continued to be enormously popular. And with our Director of Music, Mark Dancer, St Peter's is noted for its music. An open invitation to attend a few rehearsals and be part of the choir for the Evensong to mark the Coronation and for the service of Nine Lessons and Carols, proved to be very popular and successful.

Following the Quinquennial Inspection in 2021, stone repairs have taken place and works continue to be carried out, in order of priority. Renovations to the curate's house have taken place and possible improvements to the hall are being explored.

The PCC has actively supported Petersfield community events as well as running some of our own. Refresh Café has attracted an increasing number of people in the community including vulnerable adults and has provided a safe environment for conversation as well as a space for fellowship, with pastoral help if needed. During Refresh Café, the PCC gives the meeting room space to local NHS Social Prescribers for their clinics. Refresh Café has become an increasingly important weekly event in the life of Petersfield. In 2023 the Refresh Café recipe book was created in order to raise funds for St Peter's.

St Peter's had a stall selling homemade crafts and cakes at the Saturday market in May and raising funds for the church as well as providing an opportunity for interaction with the public.

To mark the Coronation of His Majesty King Charles III, St Peter's held a Civic Evensong, ran the volunteers open morning showcasing the different ways in which people can get involved and this resulted in a number of new people taking on various roles. St Peter's ran a popular children's activity stall and The Band performed at the Coronation Fete on the Avenue Playing Fields.

In June, Rev'd Alison Waterhouse organised a Talent Night, which was very popular with members of the congregation as well as those who attend Refresh Café and came from the wider community.

The fete in September, organised by Rev'd Alison Waterhouse was very successful in raising funds as well as bringing together many people from within the congregation and the wider community,

St Peter's was the final stop in The Archbishop of Canterbury's visit to the Diocese. Anna Chaplains and Friends from Portsmouth Diocese came together for activities in the afternoon, and Choral Evensong was followed by a drinks and canapes reception.

As usual, St Peter's played a major role in the annual Service and Act of Remembrance in the town. St Peter's had a stall at the annual switching on the lights event in The Square, and goodie bags were handed out to children and this provided another opportunity for interaction with the general public.

St Peter's is a member church of PACT and continues to support the Food Bank, carol singing around the town and hosted the PACT Carol Service, and supported the Christmas Day hospitality. St Peter's was a major focus in the town during Advent, when over twentyone carol services and concerts for different schools, uniformed groups and organisations were held in the church, as well as St Peter's own seven special services, including two interactive nativity services on Christmas Eve.

Underlining St Peter's commitment to the environment, the Ecology and Environment group is active and explore ways in which St Peter's can become more eco-friendly. The group encourages individuals with monthly tips in the newsletter and prepared a vegetarian cookbook (printed in 2024).

Every year the PCC gives 10% of the planned giving of the previous year to charities, which is paid in the March of the next year, so in March 2024 we will give 10% of the planned giving in these accounts; at the end of 2023 it was agreed to donate £7,862 as follows:

The Church Mission Society (1/3) Home Start (1/3) Green Anglicans eco project in Mozambique (2/9) Siobhan's trust work in Ukraine (1/9)

The electoral roll in 2023 was 228, and the average Sunday attendance for 2023 was 119 adults and 7 people under the age of 16 years. The average attendance has been affected (among other things) by a decrease in the number of baptisms.

Donated Assets – no assets were donated this year.

Risk Management

The major risks to which the charity may be exposed are reviewed regularly and steps taken to mitigate any risks identified. In particular, Health & Safety matters receive regular attention and there are in force Child Protection and Safeguarding policies in accordance with Home Office and Diocesan guidelines.

The Parish Safeguarding officer, on behalf of the PCC, operates a “safer recruitment” approach including appropriate use of DBS checks and also arranges for all relevant people to undertake training in safeguarding for both adults and children. Each year the newly-elected PCC review and sign the parish safeguarding policy at their first meeting.

Financial Review

The Statement of Financial Activities shows a gain of £50,307 which includes an unrealised gain in the market value of St. Peter’s investments of £62,469, meaning a net deficit of 12,162.

Church income generated £11,142 more than last year and expenditure increased by £2,359. Planned giving decreased by £3,522, but voluntary giving increased by £10,402 in collections, donations, appeals etc. It is also worth highlighting that the Church received no legacies last year and none in 2022.

Expenditure has increased by £2,359, with the fuel costs having a serious impact on church running costs, which were up by £9,845. Bank balances are decreasing with the net deficit. As always, the PCC and clergy continue to seek out areas where costs can be reduced.

Given the ongoing cost of living crisis and wider global challenges, a prudent 2024 budget assumes a decrease in our general income, a partial recovery of our investments and some income obtained from grants and an increase in all costs. This will lead to an estimated deficit of c. £ 20K which the PCC will need to minimise via fundraising wherever possible.

We thank all those concerned with the recording, monitoring and preparation of the 2023 accounts, namely Hattie and Sam in the Parish Office, Wendy Gillam and the cash counters, Debbie Reed (the planned giving officer), the Church wardens, Penny and Martin, our Treasurer Cathy Stevens and the Finance Committee and our accountant, Gordon Beer. Special thanks are due to Julia Williams, our bookkeeper, who has done an exceptional job.

Reserve Policy

The PCC’s stated aim is to maintain unrestricted fund reserves equivalent to one half of normal annual outgoings. At present, the value of our reserves is just sufficient to meet this target.

Investment Policy

St Peter’s has a number of investment funds, both restricted and unrestricted. These are currently managed following the Diocesan guidelines.

Approved by the trustees on 13th March 2024

And signed on their behalf by:
Rev’d Canon Will Hughes, Chairman



INDEPENDENT EXAMINERS REPORT TO THE PCC OF ST PETER'S, PETERSFIELD

ON THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

I report to the trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St.Peter's Petersfield (PCC) for the year ended 31 December 2023.

Responsibilities and Basis of Report

As the trustees of the PCC you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

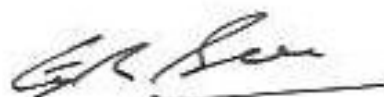
I report in respect of my examination of the PCC's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)b of the 2011 Act.

Independent examiner's statement

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

- 1.accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
- 2 the accounts do not accord with those records; or
- 3.the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair view" which is not a matter considered as part of an independent examination

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.



G R Beer MA FCA
4,Chilgrove House
Marden Way
Petersfield, Hampshire GU31 4PU

13th.March 2024

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD									
STATEMENT OF FINANCIAL ACTIVITIES									
YEAR ENDED 31 DECEMBER 2023									
	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
		2023	2023	2023	2023	2022	2022	2022	2022
INCOME AND ENDOWMENTS FROM:		£	£	£	£	£	£	£	£
Voluntary income	2a	143,102	0	0	143,102	134,319	1,627	0	135,946
Activities for generating funds	2b	19,567	0	0	19,567	13,324	0	0	13,324
Church activities	2d	33,409	0	0	33,409	37,686	0	0	37,686
Investments	2c	15,908	210	5,677	21,795	14,341	24	5,410	19,775
TOTAL		211,986	210	5,677	217,873	199,670	1,651	5,410	206,731
EXPENDITURE ON:									
Costs of generating funds	3b	1,204	0	0	1,204	712	0	0	712
Church activities	3a	221,048	300	0	221,348	217,143	6,063	0	223,206
Other resources expended	3c	5,359	2,124	0	7,483	3,758	0	0	3,758
TOTAL		227,611	2,424	0	230,035	221,613	6,063	0	227,676
NET -EXPENDITURE/INCOME		-15,625	-2,214	5,677	-12,162	-21,943	-4,412	5,410	-20,945
INVESTMENT -LOSSES/GAINS		45,545	0	16,924	62,469	-61,624	0	-23,909	-85,533
TRANSFER BETWEEN FUNDS		5,588	90	-5,678	0	15,339	-9,929	-5,410	0
NET MOVEMENT IN FUNDS		35,508	-2,124	16,923	50,307	-68,228	-14,341	-23,909	-106,478
RECONCILIATION OF FUNDS:									
Total funds brought forward		874,119	13,819	180,975	1,068,913	942,347	28,160	204,884	1,175,391
TOTAL FUNDS CARRIED FORWARD		£909,627	£11,695	£197,898	£1,119,220	£874,119	£13,819	£180,975	£1,068,913
The notes on pages 11 to 18 form part of these accounts.									

PAROCHIAL CHURCH COUNCIL OF ST PETER’S PETERSFIELD								
BALANCE SHEET AT 312 DECEMBER 2023								
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
Note	2023	2023	2023	2023	2022	2022	2022	2022
	£	£	£	£	£	£	£	£
FIXED ASSETS								
Tangible Assets 5a	301,380	0	0	301,380	301,853	0	0	301,853
Investments 5b	532,987	0	197,898	730,885	473,129	0	180,975	654,104
Total Fixed Assets	834,367	0	197,898	1,032,265	774,982	0	180,975	955,957
CURRENT ASSETS								
Stock	508	0	0	508	508	0	0	508
Debtors 7	1,258	0	0	1,258	3,222	0	0	3,222
Investments	19,744	0	0	19,744	19,744	0	0	19,744
Cash at bank and in hand	69,759	14,078	0	83,837	95,635	13,819	0	109,454
Total Current Assets	91,269	14,078	0	105,347	119,109	13,819	0	132,928
LIABILITIES:								
Creditors:Amounts falling due within one year 8	18,392	0	0	18,392	19,972	0	0	19,972
Net Current Assets	72,877	14,078	0	86,955	99,137	13,819	0	112,956
Net Assets								
	£907,244	£14,078	£197,898	£1,119,220	£874,119	£13,819	£180,975	£1,068,913
THE FUNDS OF THE CHARITY:								
Endowment Funds 6	0	0	197,898	197,898	0	0	180,975	180,975
Restricted Income Funds 6	0	11,695	0	11,695	0	13,819	0	13,819
Unrestricted Funds 6	909,627	0	0	909,627	874,119	0	0	874,119
Total Charity Funds	£909,627	£11,695	£197,898	£1,119,220	£874,119	£13,819	£180,975	£1,068,913
and signed on its behalf by:								
..... 13 th March 2024	Chairman			Member				
The notes on pages 11 to 18 form part of these accounts.								

PAROCHIAL CHURCH COUNCIL OF ST PETER`S PETERSFIELD
NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 December 2023

Note 1

ACCOUNTING POLICIES

(a)Basis of preparation and assessment of going concern

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards, the Financial Reporting Standard (FRS) and the Charities SORP FRS 102.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

The PCC constitutes a public benefit entity as defined by FRS 102

The trustees consider that there are no material uncertainties about the PCC's ability to continue as a going concern.

(b)Reconciliation with previous Generally Accepted Accounting Practice

In preparing the 2016 accounts, the trustees had considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed at 1st January 2016. No restatements were required.

(c)Funds Structure

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC 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. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

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

PAROCHIAL CHURCH COUNCIL OF ST.PETER'S PETERSFIELD
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
Year ended 31 December 2023

(d)Income Recognition

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

(e)Expenditure Recognition

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. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognized when it is incurred and is accounted for gross.

(f)Tangible Fixed assets and Depreciation

Consecrated and benefice property is not included in the accounts in accordance with s.10(2) of the Charities Act 2011. The PCC Members and Trustees consider that as the Freehold Land & Buildings have a high residual value there is no need to charge depreciation on them in the year.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time).

Equipment used within church premises is depreciated on a straight line basis over 4 years. No minimum limit for the capitalisation of equipment has been fixed and the treatment of such expenditure is decided as it arises. Furniture and equipment includes crockery and utensils at St Peter's Hall at estimated cost. These items are held on a replacement basis and are not subject to depreciation.

(g)Fixed Asset Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing market price. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The PCC do not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the PCC is that of volatility in investment markets due to wider economic conditions, and their attitude to investment risk.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
Year ended 31 December 2023

(h)Pensions

The PCC have registered with NEST in anticipation of offering employees entitlement to join a defined contribution "money purchase" scheme but as yet no employees are eligible.

(i)Stocks

Stocks of stationery are valued at the lower of costs and net realisable value.Stocks of wine and wafers are estimated at an approximation of cost.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 DECEMBER 2023

2.Income and endowments	Unrestricted	Restricted	Endowment	Total	Unrestricted	Restrictor	Endowmen	Total
	Funds	Funds	Funds	Funds	Funds	Funds	Funds	Funds
	2023	2023	2023	2023	2022	2022	2022	2022
	£	£	£	£	£	£	£	£
(a) Voluntary income								
Planned giving : Gift aid donations	79,726	0	0	79,726	83,248	0	0	83,248
: Tax recoverable	21,232	0	0	21,232	20,956	0	0	20,956
Collections	39,911	0	0	39,911	28,328	0	0	28,328
Donations, appeals etc.	2,233	0	0	2,233	1,787	1,627	0	3,414
Legacies	0	0	0	0	0	0	0	0
	143,102	0	0	143,102	134,319	1,627	0	135,946
(b) Activities for generating funds								
Fund raising	12,844	0	0	12,844	6,894	0	0	6,894
200 Club income	2,080	0	0	2,080	2,342	0	0	2,342
Refresh income	4,643	0	0	4,643	4,088	0	0	4,088
	19,567	0	0	19,567	13,324	0	0	13,324
(c) Income from investments								
Dividends and interest	15,908	210	5,677	21,795	14,341	24	5,410	19,775
(d) Income from church activities								
Parish Hall Income	14,252	0	0	14,252	11,095	0	0	11,095
PCC Fees	18,091	0	0	18,091	25,264	0	0	25,264
Feed in Tariff	1,066	0	0	1,066	1,327	0	0	1,327
	33,409	0	0	33,409	37,686	0	0	37,686
(e) Grants								
EHDC Grant	0	0	0	0	0	0	0	0
Furlough Grant	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0
Total incoming resources	£211,986	£210	£5,677	£217,873	£199,670	£1,651	£5,410	£206,731

PAROCHIAL CHURCH COUNCIL OF ST PETERS'S PETERSFIELD								
NOTES TO THE FINANCIAL STATEMENTS (continued)								
YEAR ENDED 31 DECEMBER 2023								
3.Expenditure								
	Unrestricted	Restricted	Endowmen	Total	Unrestricted	Restricted	Endowmen	Total
	Funds	Funds	Funds	Funds	Funds	Funds	Funds	Funds
	2023	2023	2023	2023	2022	2022	2022	2022
	£	£	£	£	£	£	£	£
(a) Church activities								
Missionary & charitable giving								
Home	6,143	0	0	6,143	6,300	0	0	6,300
Overseas	2,775	0	0	2,775	2,400	0	0	2,400
	8,918	0	0	8,918	8,700	0	0	8,700
Ministry: Diocesan parish share	104,503	0	0	104,503	104,503	0	0	104,503
: Other Costs	60,604	300	0	60,904	53,583	2,063	0	55,646
: PDBF Fees	7,364	0	0	7,364	9,428	0	0	9,428
Church running and maintenance	24,442	0	0	24,442	10,597	4,000	0	14,597
Church hall running costs	5,170	0	0	5,170	6,006	0	0	6,006
Curate's House	9,454	0	0	9,454	0	0	0	0
Stonework project	-1,119	0	0	-1,119	22,126	0	0	22,126
Printing and stationery	1,016	0	0	1,016	835	0	0	835
Depreciation	473	0	0	473	473	0	0	473
Bank charges	223	0	0	223	892	0	0	892
	221,048	300	0	221,348	217,143	6,063	0	223,206
(b) Costs of generating funds								
Flower festival expenses	300	0	0	300	0	0	0	0
200 Club expenses and prizes	452	0	0	452	343	0	0	343
Refresh costs	452	0	0	452	369	0	0	369
	1,204	0	0	1,204	712	0	0	712
(c) Other resources expended								
Accounting & Examiners fees	3,660	0	0	3,660	3,758	0	0	3,758
Architects fees	0	2,124	0	2,124	0	0	0	0
Legal fees	1,699	0	0	1,699	0	0	0	0
	5,359	2,124	0	7,483	3,758	0	0	3,758
Total resources expended								
	£227,611	£2,424	£0	£230,035	£221,613	£6,063	£0	£227,676

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD			
NOTES TO THE FINANCIAL STATEMENTS (continued)			
YEAR ENDED 31 DECEMBER 2023			
		2023	2022
4. STAFF COSTS		£	£
Wages and salaries		34,684	33,316
Social security costs		0	0
Pensions		145	55
		<u>£34,829</u>	<u>£33,371</u>
During the year the PCC employed a director of music,verger,secretary,Play Together manager and cleaners.			
No other payments were made to any PCC member or persons closely connected to them or related parties.			
5. FIXED ASSETS FOR USE BY THE PCC			
(a) Tangible Fixed Assets	Freehold Land & Buildings	Equipment and Fittings	Total
	£	£	£
Cost or valuation at 1 January 2023	300,361	43,069	343,430
Additions in year	0		0
Disposals in year	0	0	0
Total cost at 31 December 2023	<u>300,361</u>	<u>43,069</u>	<u>343,430</u>
Depreciation at 1 January 2023	0	41,577	41,577
Withdrawn on disposal	0	0	0
Charge for the year	0	473	473
Depreciation at 31 December 2023	<u>0</u>	<u>42,050</u>	<u>42,050</u>
Net Book Value			
At 31 December 2023	<u>£300,361</u>	<u>£1,019</u>	<u>£301,380</u>
At 31 December 2022	<u>£300,361</u>	<u>£1,492</u>	<u>£301,853</u>
Freehold land and buildings comprise St Peter's Hall at an estimated value at time of donation of £100,000 and the Curate's house at 38,Larcombe Road at a cost of £200,361.The curate's house was revalued at £475,000 in 2022.			
Equipment and Fittings includes a fixed amount for crockery and utensils at St Peter`s Hall which is dealt with on a replacement basis (see Note 1).			

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD				
NOTES TO THE FINANCIAL STATEMENTS (continued)				
YEAR ENDED 31 DECEMBER 2023				
FIXED ASSETS FOR USE BY THE PCC (continued)				
b) Investments		2023	2023	2022
		Cost	Market	Market
			Value	Value
		£	£	£
<u>Unrestricted</u>				
CBF Church of England Investment Fund - 23,577.97 shares	Note 1	292,372	532,987	473,129
<u>Endowment</u>				
Church Estate - COIF Income Fund - 9,419.72 units	Note 2	56,543	186,934	170,962
Rev'd T R Joliffe Memorial Trust - CBF Income Fund - 485 units		3,159	10,964	10,013
		59,702	197,898	180,975
Total Investments		£352,074	£730,885	£654,104
Notes:				
1.Dividends received during the year totalling £14,313 have been used to purchase a further 830 shares in the CBF Church of England Investment Fund.				
2. The endowment investments are both permanent endowments, the income only being available to the PCC. In the case of the Church Estate, the income can be used for general purposes. The income from the Rev'd Joliffe Memorial Trust can be used only for repairs and improvements to buildings.				
6. ANALYSIS OF NET ASSETS BY FUND				
	Unrestricted Fund	Restricted Fund	Endowment Fund	Total
	£	£	£	£
Fixed assets	834,367	0	197,898	1,032,265
Current assets	91,269	14,078	0	105,347
Current liabilities	-18,392	0	0	-18,392
	£907,244	£14,078	£197,898	£1,119,220

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD					
NOTES TO THE FINANCIAL STATEMENTS (continued)					
YEAR ENDED 31 DECEMBER 2023					
7. DEBTORS					
	2023		2022		
	£		£		
Trade Debtors	0		431		
Income Tax Recoverable	921		2,376		
Other Debtors	0		416		
Prepayments	337		0		
	£1,258		£3,223		
8. CREDITORS: Amounts falling due within one year					
Trade creditors	7,322		913		
Accruals	11,070		18,733		
Other creditors	0		326		
	£18,392		£19,972		
9. CAPITAL COMMITMENTS					
There were no Capital Commitments authorized and contracted for at the year end.(2022 - Nil)					

Accounts

THE PAROCHIAL CHURCH COUNCIL

OF THE

**ECCLESIASTICAL PARISH OF
ST PETER'S PETERSFIELD**

A Registered Charity, No. 1128614

ANNUAL REPORT

AND

FINANCIAL STATEMENTS

OF THE

PAROCHIAL CHURCH COUNCIL

For the year ended 31 December 2022

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY REGISTRATION NUMBER: 1128614

PCC MEMBERS AND TRUSTEES

Incumbent : Rev'd Canon William Hughes
Curate: Rev'd Alison Waterhouse
Associate Priest: Rev'd Helen M Mitchell

Readers: Miss Melanie Evans

Churchwardens: Mrs Penelope Bell
Mr Martin How

Deanery Synod: Mrs Lynn Carter
Mr Martin How
Ms Vanda Leary

Retired Clergy Rep: Rev'd Sylvia Roberts

PCC Elected members: Mr Neil Challen, Mr John Deavin, Dr Andrew Flatt, Ms Faye Hughes, Ms Sally Hughes, Ms Margaret Humphrey Clark, Mrs Brenda James, Ms Madeline King, Mrs Linda Lemmon, Mrs Gillian Medcalf, Dr Deborah Reed, Mrs Catherine Stevens.

PCC Minutes Secretary Vacant

PARISH ADMINISTRATOR

Mrs Harriet Hughes and Mrs Samantha Hammond
St Peter's Parish Office, Church Path, The Square, Petersfield, Hampshire GU32 3HS
Telephone: 01730 260213 email: office@stpeterspetersfield.org.uk

BANKERS

Cafcash Limited, P.O. Box 289, West Malling, Kent

INDEPENDENT EXAMINER

Mr G. R. Beer MA(Cantab) FCA
4, Chilgrove House, Marden Way
Petersfield, Hampshire GU31 4PU

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

TRUSTEES' REPORT

The trustees present their report together with the financial statements of the charity for the year ended 31 December 2022. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the Financial Reporting Standard (FRS) and the Charities SORP FRS 102.

Aim and purposes

The function of the Parochial Church Council (PCC) is to cooperate with the incumbent in promoting in the parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical.

Structure, governance and management

The appointment of PCC members is governed by the Church Representation Rules. Members of the PCC are either ex-officio, co-opted or elected by the Annual Church Meeting. New members are made aware of trustee responsibilities and individual members are appointed to ensure compliance with health and safety regulations, child protection and safeguarding policies and are encouraged to attend diocesan or deanery training courses on such matters. The PCC meets six times a year.

The PCC operates through the following committees which meet between and report to meetings of the PCC:-

Standing - Is the only committee required by law and acts on behalf of the PCC.

Children & Young Adults – Provides for younger members of our Church community.

Discipleship & Spirituality – Shapes a programme of events.

Ecology and Environment – Proposes ideas and initiatives, and manages projects.

Fabric and Buildings – Manages the care of all parish buildings.

Finance – Manages and monitors the finances of St Peter's.

Pastoral – Organises the ministry to newcomers and monitors pastoral needs.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at St Peter's and to become part of the parish community. The incumbent and the PCC are fully aware of the Charity Commission's guidance on public benefit and the specific guidance on charities for the advancement of religion, and has regard to these in planning and delivering its activities.

Achievements and Performance

The PCC follows the Portsmouth Diocese 'Live Pray Serve' vision and strives for growth in depth, impact and number. The PCC has agreed formally to work more closely with other churches in the deanery and conversations continue to explore greater collaboration. The PCC has embraced the Bishop of Portsmouth's two priorities: the provision of outstanding ministry to the elderly, in particular Anna Chaplaincy, and to focus our resources and energy on enabling children, young people and young adults to encounter Christ. Following the PCC Away Day in July, the strategy working group devised a survey for PCC members and two priorities were established, firstly, to establish and deploy a coherent plan to address provision for the young (mission), and secondly, develop and deploy a plan to encourage people to take an active part in the life of the church (enabling mission).

Our ministry team includes: Rev'd Helen M Mitchell and Rev'd Alison Waterhouse (who was ordained Priest in 2022), retired clergy, the Right Rev'd Ian Brackley and Rev'd Anthony Smith, and Reader, Melanie Evans.

St Peter's has continued its online provision by live-streaming (on Facebook) the 9.30am Parish Eucharist, as well as various seasonal services. Also, in support of its existing work, as well as to help in achieving growth, St Peter's has strengthened communications with new and attractive notices in church and through posting on the social media platform, Facebook.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
TRUSTEES' REPORT (CONTINUED)

In support of faith development within the congregation and the wider parish, St Peter's clergy and other personnel gave regular RE lessons and led collective worship in Churcher's College (including Junior School), Ditcham Park School and Petersfield Infants' School, and some lessons for The Petersfield School. Rev'd Canon William Hughes also provided regular 'padre's hours' for the ATC squadron and he is chaplain to Petersfield District Scouts.

In addition to the regular provision of talks and discussions in St Peter's, as part of growing in faith, the congregation has been encouraged to take up opportunities offered within the deanery and diocese, some people are attending the Living Faith course online and two have completed the Lay Worship Leaders Course. In April, the Right Reverend Ian Brackley led two sessions, "Get your Acts Together", introducing the Book of Acts.

In the autumn, Confirmation classes were held in St Peter's Church and at Churcher's College, and eight candidates were confirmed by the Right Reverend Jonathan Frost, Bishop of Portsmouth, at St Peter's Church in December.

A few individuals from St Peter's have been licensed as Anna Chaplains.

The PCC continues to explore its response to the "Living in Love and Faith" conversations and by creating and displaying the welcome notice, makes clear that everyone is included.

The pastoral committee and home communion team provided regular visits and telephone calls, offering Communion, spiritual support and company to a wide variety of frail and house bound people in their homes and care homes.

The weekly toddler group, Play-Together, led by Hannah Thomas, is open to all in the community and typically attracts about 30+ families.

Junior Church for children aged 3-11, has been meeting in the large hall, starting with breakfast before enjoying a Bible story, some play and activities. The children and leaders come into the church in time for Holy Communion or a Blessing.

St Peter's Youth are encouraged to participate in the ministry of the church including the choir, serving at the altar, reading lessons and prayers, bell ringing, taking charge of technology and running the live-stream. Usually there are one, or even two, Duke of Edinburgh Award students who bake cakes for the Refresh Café. St Peter's has encouraged the charitable enterprise of individual children, including one who completed a triathlon in aid of a charity for homeless people and another, who organised a stall to raise money for DEC Ukraine appeal. In 2022 the Band (yet to be named), which plays one or two hymns at the family service (so far), was founded by a teenager in the congregation who has brought together seven youths, some from within the church with others who have not attended St Peter's before, bringing their families with them.

The Concerts programme, showcasing a number of performers including those from schools, has continued to be enormously popular. And with our Director of Music, Mark Dancer, St Peter's is noted for its music. An open invitation to attend a few rehearsals and be part of the choir for the service of Nine Lessons and Carols, proved to be very popular and successful.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
TRUSTEES' REPORT (CONTINUED)

Following the Quinquennial Inspection in 2021, stone repairs have taken place and works continue to be carried out, in order of priority. Renovations to the curate's house have begun and possible improvements to the hall are being explored.

The PCC has actively supported Petersfield community events as well as running some of our own. Refresh Café has attracted an increasing number of people in the community, provided a safe environment for conversation as well as a space for fellowship and pastoral help if needed. It has continued to be an important weekly event in the life of Petersfield.

On Shrove Tuesday a Pancake Party was held and a simple Lent lunch raised money for the DEC Ukraine appeal.

In May, St Peter's hosted a tea party and meeting for Ukrainian refugees and host families with representatives from PACT and the town council, to provide warmth and hospitality, and establish how the local community could provide for their needs. St Peter's has supported the Diocesan homes for refugees scheme and some members of the congregation have become hosts. A member of the congregation gave a talk about his life as an evacuee in the Second World War and this raised funds for a charity helping Ukraine.

St Peter's had a stall selling homemade crafts and cakes at the Saturday market in May and raising funds for the church as well as providing an opportunity for interaction with the public.

To mark Her Majesty the Queen Elizabeth II's Platinum Jubilee, St Peter's had a stall at the Jubilee Fete on the Avenue Playing Fields, an exhibition of Royal books and memorabilia was held in the meeting room, and St Peter's held a Civic Evensong followed by cream tea.

On the occasion of the death of Her Majesty, the Queen, in accordance with long-held plans, the flag was lowered, the church was opened for vigil, the book of condolence was available for everyone to express their sorrow and gratitude, candles could be lit, a strong pastoral presence was provided in church to comfort those in their grief, and the church remained open for as long as possible over a number of days. During that time, according to protocol the flag was raised and lowered and the bells tolled, hundreds of people came in to the church to pay their respects. The civic service was held in St Peter's on the evening before the State Funeral. Later, the same evening, Compline in St Peter's was attended by nearly 200 people, which was just before everyone gathered in The Square for the proclamation of the King, when Rev'd Canon William Hughes led the prayers.

As usual, St Peter's played a major role in the annual Service and Act of Remembrance in the town. St Peter's had a stall at the annual switching on the lights event in The Square, and goodie bags were handed out to children and this provided another opportunity for interaction with the general public.

St Peter's is a member church of PACT and continues to support the Food Bank, carol singing around the town and hosted the PACT Carol Service, and supported the Christmas Day hospitality. St Peter's was a major focus in the town during Advent, when over twenty-one carol services and concerts for different schools, uniformed groups and organisations were held in the church, as well as St Peter's own services, including two interactive nativity services on Christmas Eve.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
TRUSTEES' REPORT (CONTINUED)

10% of planned giving is donated to charities; in 2022 £8,325 was donated as follows:

- the Church Mission Society (1/3),
- Home Start Butser (1/3)
- Green Anglicans project in Mozambique (2/9)
- Siobhan's Trust working in Ukraine (1/9) (vicar's nomination)

Underlining St Peter's commitment to the environment, in 2022 the Lent Course was "Caring for Creation" (York Courses), with sessions held on Tuesday nights and Friday lunchtimes. The new Ecology and Environment group was formed and in early 2023 the creation of the Bee and Butterfly Garden at the church hall began. Representatives of this group have had conversations with PACT members and more widely within the diocese. St Peter's has been awarded Silver Eco-church status. The Eco-church scheme is run by A Rocha and considers a holistic approach to the environment including for example worship and teaching, buildings, and lifestyle.

The additional efforts described above build on and complement the work which was already ongoing at St Peter's.

The electoral roll in 2022 was 218, and the average Sunday attendance for 2022 was 100 adults and five people under the age of 16 years.

Donated Assets – no assets were donated this year

Risk Management

The major risks to which the charity may be exposed are reviewed regularly and steps taken to mitigate any risks identified. In particular, Health & Safety matters receive regular attention and there are in force Child Protection and Safeguarding policies in accordance with Home Office and Diocesan guidelines.

The Parish Safeguarding officer, on behalf of the PCC, operates a "safer recruitment" approach including appropriate use of DBS checks and also arranges for all relevant people to undertake training in safeguarding for both adults and children. Each year the newly-elected PCC review and sign the parish safeguarding policy at their first meeting.

Financial Review

The Statement of Financial Activities shows a net loss of £106,478 which includes an unrealised loss in the market value of St. Peter's investments of £85,533 (2021: net income of £109,926, which included an increase in the market value of investments of £90,229). Excluding this loss from our investments (2e), our net position was a loss of £20,945 (2021 showed a profit of £19,697 on the same basis).

Church activities generated £6,027 more than last year and are back to the 2019 pre-pandemic level. Planned giving was stable thanks to the continuing support of the congregation, albeit voluntary income has once again declined overall, with a decrease of £13,924 in donations, appeals, etc. It is also worth highlighting that the Church received no legacies last year and none in 2021 (£108 in 2020).

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
TRUSTEES' REPORT (CONTINUED)

Expenditure has increased by £41,074, with 'other costs' up £18,466 (salaries and cleaning expenditure rose by £12,222 due to an increase in activities as the country returned to normal), and the Quinquennial stone works accounting for a further £22,126. Bank balances remain healthy. As always, the PCC and clergy continue to seek out areas where costs can be reduced.

We thank all those concerned with the recording, monitoring and preparation of the 2022 accounts, namely Hattie and Sam in the Parish Office, Wendy Gillam and the cash counters, Debbie Reed (the planned giving officer), the Finance Committee and our accountant, Gordon Beer. Special thanks are due to Julia Williams, our new bookkeeper, who has done an exceptional job.

Given the ongoing cost of living crisis and wider global challenges, a prudent 2023 budget assumes a decrease in our general income, a partial recovery of our investments and an increase in all costs. This will lead to a deficit of c. £40K which we will need to minimise via fundraising wherever possible.

Reserve Policy

The PCC's stated aim is to maintain unrestricted fund reserves equivalent to one half of normal annual outgoings. At present, the value of our reserves is more than sufficient to meet this target.

Investment Policy

St Peter's has a number of investment funds, both restricted and unrestricted. These are currently managed following the Diocesan guidelines.

Approved by the trustees on 2023

And signed on their behalf by:

Rev'd Canon Will Hughes, Chairman

**PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
INDEPENDENT EXAMINER'S REPORT TO THE PCC OF ST PETER'S, PETERSFIELD
ON THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022**

I report to the trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St. Peter's Petersfield (PCC) for the year ended 31 December 2022.

Responsibilities and Basis of Report

As the trustees of the PCC you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair view" which is not a matter considered as part of an independent examination

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.

G R Beer MA FCA
4, Chilgrove House
Marden Way
Petersfield, Hampshire GU31 4PU

2023

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD									
STATEMENT OF FINANCIAL ACTIVITIES									
YEAR ENDED 31 DECEMBER 2022									
	Note	Unrestricted	Restricted	Endowment	Total	Unrestricted	Restricted	Endowment	Total
		Funds	Funds	Funds	Funds	Funds	Funds	Funds	Funds
		2022	2022	2022	2022	2021	2021	2021	2021
INCOME AND ENDOWMENTS FROM:		£	£	£	£	£	£	£	£
Voluntary income	2a	134,319	1,627	0	135,946	139,811	3,611	0	143,422
Activities for generating funds	2b	13,324	0	0	13,324	8,131	0	0	8,131
Church activities	2d	37,686	0	0	37,686	32,692	0	0	32,692
Investments	2c	14,341	24	5,410	19,775	15,245	1	5,269	20,515
TOTAL		199,670	1,651	5,410	206,731	195,879	3,612	5,269	204,760
EXPENDITURE ON:									
Costs of generating funds	3b	712	0	0	712	485	0	0	485
Church activities	3a	217,143	6,063	0	223,206	179,158	1,926	0	181,084
Other resources expended	3c	3,758	0	0	3,758	3,494	0	0	3,494
TOTAL		221,613	6,063	0	227,676	183,137	1,926	0	185,063
NET -EXPENDITURE/INCOME		-21,943	-4,412	5,410	-20,945	12,742	1,686	5,269	19,697
INVESTMENT -LOSSES/GAINS		-61,624	0	-23,909	-85,533	64,588	0	25,641	90,229
TRANSFER BETWEEN FUNDS		15,339	-9,929	-5,410	0	3,344	1,925	-5,269	0
NET MOVEMENT IN FUNDS		-68,228	-14,341	-23,909	-106,478	80,674	3,611	25,641	109,926
RECONCILIATION OF FUNDS:									
Total funds brought forward		942,347	28,160	204,884	1,175,391	861,673	24,549	179,243	1,065,465
TOTAL FUNDS CARRIED FORWARD		£874,119	£13,819	£180,975	£1,068,913	£942,347	£28,160	£204,884	£1,175,391

The notes on pages 12 to 16 form part of these accounts

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD								
BALANCE SHEET AT 31 DECEMBER 2022								
	Unrestricted	Restricted	Endowment	Total	Unrestricted	Restricted	Endowment	Total
	Funds	Funds	Funds	Funds	Funds	Funds	Funds	Funds
Note	2022	2022	202	2022	2021	2021	2021	2021
	£	£	£	£	£	£	£	£
FIXED ASSETS								
Tangible Assets 5a	301,853	0	0	301,853	301,489	0	0	301,489
Investments 5b	473,129	0	180,975	654,104	520,920	0	204,884	725,804
Total Fixed Assets	774,982	0	180,975	955,957	822,409	0	204,884	1,027,293
CURRENT ASSETS								
Stock	508	0	0	508	508	0	0	508
Debtors 7	3,223	0	0	3,223	2,205	0	0	2,205
Investments	19,743	0	0	19,743	19,743	0	0	19,743
Cash at bank and in hand	95,635	13,819	0	109,454	126,296	13,765	0	140,061
Total Current Assets	119,109	13,819	0	132,928	148,752	13,765	0	162,517
LIABILITIES:								
Creditors: Amounts falling due within one year 8	19,972	0	0	19,972	14,419	0	0	14,419
Net Current Assets	99,137	13,819	0	112,956	134,333	13,765	0	148,098
Net Assets								
	£874,119	£13,819	£180,975	£1,068,913	£956,742	£13,765	£204,884	£1,175,391
THE FUNDS OF THE CHARITY:								
Endowment Funds 6	0	0	180,975	180,975	0	0	204,884	204,884
Restricted Income Funds 6	0	13,819	0	13,819	0	28,160	0	28,160
Unrestricted Funds 6	874,119	0	0	874,119	942,347	0	0	942,347
Total Charity Funds	£874,119	£13,819	£180,975	£1,068,913	£942,347	£28,160	£204,884	£1,175,391

And signed on its behalf by:

Chairman

Member

The notes on pages 12 to 16 form part of these accounts

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2022

Note 1

ACCOUNTING POLICIES

(a) Basis of preparation and assessment of going concern

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards, the Financial Reporting Standard (FRS) and the Charities SORP FRS 102.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

The PCC constitutes a public benefit entity as defined by FRS 102

The trustees consider that there are no material uncertainties about the PCC's ability to continue as a going concern.

(b) Reconciliation with previous Generally Accepted Accounting Practice

In preparing the 2016 accounts, the trustees had considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed at 1st January 2016. No restatements were required.

(c) Funds Structure

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC 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. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

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

(d) Income Recognition

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

Year ended 31 December 2022

(e)Expenditure Recognition

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. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognized when it is incurred and is accounted for gross.

(f)Tangible Fixed assets and Depreciation

Consecrated and benefice property is not included in the accounts in accordance with s.10(2) of the Charities Act 2011. The PCC Members and Trustees consider that as the Freehold Land & Buildings have a high residual value there is no need to charge depreciation on them in the year.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time).

Equipment used within church premises is depreciated on a straight line basis over 4 years. No minimum limit for the capitalisation of equipment has been fixed and the treatment of such expenditure is decided as it arises. Furniture and equipment includes crockery and utensils at St Peter's Hall at estimated cost. These items are held on a replacement basis and are not subject to depreciation.

(g)Fixed Asset Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing market price. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The PCC do not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the PCC is that of volatility in investment markets due to wider economic conditions, and their attitude to investment risk.

(h)Pensions

The PCC have registered with NEST in anticipation of offering employees entitlement to join a defined contribution "money purchase" scheme but as yet no employees are eligible.

(i)Stocks

Stocks of stationery are valued at the lower of costs and net realisable value. Stocks of wine and wafers are estimated at an approximation of cost.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD								
NOTES TO THE FINANCIAL STATEMENTS (continued)								
YEAR ENDED 31 DECEMBER 2022								
2.Income and endowments	Unrestricted	Restricted	Endowment	Total	Unrestricted	Restricted	Endowment	Total
	Funds	Funds	Funds	Funds	Funds	Funds	Funds	Funds
	2022	2022	2022	2022	2021	2021	2021	2021
	£	£	£	£	£	£	£	£
(a) Voluntary income								
Planned giving : Gift aid donation:	83,248	0	0	83,248	82,284	0	0	82,284
: Tax recoverable	20,956	0	0	20,956	20,270	0	0	20,270
Collections	28,328	0	0	28,328	23,555	0	0	23,555
Donations, appeals etc.	1,787	1,627	0	3,414	13,702	3,611	0	17,313
Legacies	0	0	0	0	0	0	0	0
	134,319	1,627	0	135,946	139,811	3,611	0	143,422
(b) Activities for generating funds								
Fund raising	6,894	0	0	6,894	3,298	0	0	3,298
200 Club income	2,342	0	0	2,342	2,390	0	0	2,390
Refresh income	4,088	0	0	4,088	2,443	0	0	2,443
	13,324	0	0	13,324	8,131	0	0	8,131
(c) Income from investments								
Dividends and interest	14,341	24	5,410	19,775	15,245	1	5,269	20,515
(d) Income from church activities								
Parish Hall Income	11,095	0	0	11,095	5,106	0	0	5,106
Larcombe Road rentals	0	0	0	0	6,202	0	0	6,202
Garden Rent	0	0	0	0	2,474	0	0	2,474
PCC Fees	25,264	0	0	25,264	18,430	0	0	18,430
Feed in Tariff	1,327	0	0	1,327	480	0	0	480
	37,686	0	0	37,686	32,692	0	0	32,692
(e) Grants								
EHDC Grant	0	0	0	0	0	0	0	0
Furlough Grant	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0
Total incoming resources	£199,670	£1,651	£5,410	£206,731	£195,879	£3,612	£5,269	£204,760

PAROCHIAL CHURCH COUNCIL OF ST PETERS'S PETERSFIELD								
NOTES TO THE FINANCIAL STATEMENTS (continued)								
YEAR ENDED 31 DECEMBER 2022								
3.Expenditure								
	Unrestricted	Restricted	Endowment	Total	Unrestricted	Restricted	Endowment	Total
	Funds	Funds	Funds	Funds	Funds	Funds	Funds	Funds
	2022	2022	2022	2022	2021	2021	2021	2021
	£	£	£	£	£	£	£	£
(a) Church activities								
Missionary & charitable giving								
Home	2,775	0	0	2,775	6,300	0	0	6,300
Overseas	5,550			5,550	2,400	0	0	2,400
	8,325	0	0	8,325	8,700	0	0	8,700
Ministry: Diocesan parish share	104,503	0	0	104,503	102,954	0	0	102,954
: Other Costs	53,583	2,063	0	55,646	36,509	1,926	0	38,435
: PDBF Fees	9,428	0	0	9,428	9,359	0	0	9,359
Church running and maintenance	10,597	4,000	0	14,597	13,594	0	0	13,594
Church hall running costs	6,006	0	0	6,006	1,426	0	0	1,426
Night silencing unit	0	0	0	0	3,126	0	0	3,126
Boiler replacement	0	0	0	0	2,450	0	0	2,450
Stonework project	22,126	0	0	22,126	0	0	0	0
Printing and stationery	835	0	0	835	465	0	0	465
Depreciation	473	0	0	473	264	0	0	264
Bank charges	892	0	0	892	311	0	0	311
	216,768	6,063	0	222,831	179,158	1,926	0	181,084
(b) Costs of generating funds								
Community use projects	0	0	0	0	0	0	0	0
200 Club expenses and prizes	343	0	0	343	485	0	0	485
Refresh costs	369	0	0	369	0	0	0	0
	712	0	0	712	485	0	0	485
(c) Other resources expended								
Accounting & Examiner's Fees	3,758	0	0	3,758	3,494	0	0	3,494
Legal fees	0	0	0	0	0	0	0	0
	3,758	0	0	3,758	3,494	0	0	3,494
Total resources expended								
	£221,238	£6,063	£0	£227,301	£183,137	£1,926	£0	£185,063

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD			
NOTES TO THE FINANCIAL STATEMENTS (continued)			
YEAR ENDED 31 DECEMBER 2022			
		2022	2021
4. STAFF COSTS		£	£
Wages and salaries		33,316	23,330
Social security costs		0	45
Pensions		55	0
		<u>£33,371</u>	<u>£23,375</u>
During the year the PCC employed a director of music,verger,secretary,Play Together manager and cleaners.			
No other payments were made to any PCC member or persons closely connected to them or related parties.			
5. FIXED ASSETS FOR USE BY THE PCC			
(a) Tangible Fixed Assets	Freehold	Equipment	Total
	Land &	and	
	Buildings	Fittings	
	£	£	£
Cost or valuation at 1 January 2022	300,361	42,232	342,593
Additions in year	0	837	837
Disposals in year	0	0	0
Total cost at 31 December 2022	<u>300,361</u>	<u>43,069</u>	<u>343,430</u>
Depreciation at 1 January 2022	0	41,104	41,104
Withdrawn on disposal	0	0	0
Charge for the year	0	473	473
Depreciation at 31 December 2022	<u>0</u>	<u>41,577</u>	<u>41,577</u>
Net Book Value			
At 31 December 2022	<u>£300,361</u>	<u>£1,492</u>	<u>£301,853</u>
At 31 December 2021	<u>£300,361</u>	<u>£1,128</u>	<u>£301,489</u>
Freehold land and buildings comprise St Peter's Hall at an estimated value at time of donation of £100,000 and the Curate's house at 38,Larcombe Road at a cost of £200,361.The curate's house was revalued at £475,000 in 2022.			
Equipment and Fittings includes a fixed amount for crockery and utensils at St Peter`s Hall which is dealt with on a replacement basis (see Note 1).			
	14		

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD				
NOTES TO THE FINANCIAL STATEMENTS (continued)				
YEAR ENDED 31 DECEMBER 2022				
FIXED ASSETS FOR USE BY THE PCC (continued)				
b) Investments		2022	2022	2021
		Cost	Market Value	Market Value
		£	£	£
<u>Unrestricted</u>				
CBF Income Fund - 22,747.82 shares	Note 1	278,059	473,129	520,920
<u>Endowment</u>				
Church Estate - COIF Income Fund - 9,419.72 units	Note 2	56,543	170,962	193,451
Rev'd T R Joliffe Memorial Trust - CBF Income Fund - 485 units		3,159	10,013	11,433
		59,702	180,975	204,884
Total Investments		£337,761	£654,104	£725,804
Notes:				
1.Dividends received during the year totalling £13,834 have been used to purchase a further 474 shares in the CBF Income Fund.				
2. The endowment investments are both permanent endowments, the income only being available to the PCC. In the case of the Church Estate, the income can be used for general purposes. The income from the Rev'd Joliffe Memorial Trust can be used only for repairs and improvements to buildings.				
6. ANALYSIS OF NET ASSETS BY FUND				
	Unrestricted Fund	Restricted Fund	Endowment Fund	Total
	£	£	£	£
Fixed assets	774,982	0	180,975	955,957
Current assets	119,109	13,819	0	132,928
Current liabilities	-19,972	0	0	-19,972
	£874,119	£13,819	£180,975	£1,068,913

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD		
NOTES TO THE FINANCIAL STATEMENTS (continued)		
YEAR ENDED 31 DECEMBER 2022		
7. DEBTORS		
	2022	2021
	£	£
Trade Debtors	431	0
Income Tax Recoverable	2,376	2,205
Other Debtors	416	0
	£3,223	£2,205
8. CREDITORS: Amounts falling due within one year		
Trade creditors	913	210
Accruals	18,358	14,209
Other creditors	326	0
	£19,597	£14,419
9. CAPITAL COMMITMENTS		
There were no Capital Commitments authorized and contracted for at the year end (2021 - Nil)		

Accounts

**THE PAROCHIAL CHURCH COUNCIL
OF THE
ECCLESIASTICAL PARISH OF

ST PETER`S PETERSFIELD**

A Registered Charity No. 1128614

**ANNUAL REPORT

AND

FINANCIAL STATEMENTS

OF THE

PAROCHIAL CHURCH COUNCIL**

For the year ended 31 December 2021

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY REGISTRATION NUMBER
1128614

PCC MEMBERS AND TRUSTEES

Incumbent : Rev'd Canon Will Hughes
Curate: Rev'd Alison Waterhouse from July 2021
Associate Priest: Rev'd Helen M Mitchell

Readers: Miss Melanie Evans

Churchwardens: Mrs Penny Bell
Mr Graham Heath

Deanery Synod: Mr Martin How
Ms Vanda Leary
Mrs Lynn Carter

Retired Clergy Rep: Rev'd Sylvia Roberts

Elected:	Ms Faye Hughes	Mrs Alison Gauld
	Mrs Gill Clarke	Mr Neil Challen
	Mr John Deavin	Mrs Brenda James
	Mrs Hattie Hughes	Mrs Madeline King
	Miss Christine Tully	Mrs Linda Lemmon
	Mrs Catherine Stevens	Fig Leary

PCC Minutes Secretary Vacant

PARISH ADMINISTRATOR

Mrs Harriet Hughes and Mrs Samantha Hammond
St Peter's Parish Office, Church Path, The Square, Petersfield, Hampshire GU32 3HS
Telephone: 01730 260213 e mail: office@stpeterspetersfield.org.uk

BANKERS

Cafcash Limited, P.O. Box 289, West Malling, Kent

INDEPENDENT EXAMINER

G. R.Beer MA(Cantab) FCA
4, Chilgrove House, Marden Way
Petersfield, Hampshire GU31 4PU

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

LEGAL AND ADMINISTRATIVE INFORMATION

The trustees present their report together with the financial statements of the charity for the year ended 31 December 2021. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the Financial Reporting Standard (FRS) and the Charities SORP FRS 102.

Aim and purposes

The function of the Parochial Church Council (PCC) is to cooperate with the incumbent in promoting in the parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical.

Structure, governance and management

The appointment of PCC members is governed by the Church Representation Rules. Members of the PCC are either ex-officio, co-opted or elected by the Annual Church Meeting. New members are made aware of trustee responsibilities and individual members are appointed to ensure compliance with health and safety regulations, child protection and safeguarding policies and are encouraged to attend diocesan or deanery training courses on such matters. The PCC meets 6 times a year.

The PCC operates through the following committees which meet between and report to meetings of the PCC:-

Standing - Is the only committee required by law and acts on behalf of the PCC

Children & Young Adults - Provides for younger members of our Church community

Community Use of the Church - Is responsible for developing the non-liturgical use of the Church.

Discipleship & Spirituality - Is responsible for deepening the spirituality of the Church

Fabric and Buildings - Is responsible for the care of all parish buildings.

Finance - Manages and monitors the finances of St Peter's.

Mission Support - Raises funds for and publicises the work of missions and charities.

Pastoral - Organises the ministry to newcomers and monitors pastoral needs.

200-Club - Organises and runs the St Peter's Church 200-Club, raising money for the PCC

Communications (NEW) - Organises and strengthens publicity and social media presence

Ages & Stages (NEW) - Identifies those people we do not reach and explores ways of providing for them

Hall group - (temporary) exploring improvements to the church hall

Volunteering & Fundraising - Organises fundraising events for St Peter's and co-ordinates teams of volunteers to carry out various tasks within the church

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at St Peter's and to become part of the parish community. The incumbent and the PCC are fully aware of the Charity Commission's guidance on public benefit and the specific guidance on charities for the advancement of religion, and has regard to these in planning and delivering its activities.

Achievements and Performance

The PCC has embraced the Portsmouth Diocese 'Live Pray Serve' vision and continues to strive for growth in depth, impact and number and has been actively involved in conversations within the Petersfield Deanery, discerning ways of working more closely with neighbouring churches.

Our ministry team includes Rev'd Helen Mitchell, Rev'd Alison Waterhouse (since June) and the retired clergy, Bishop Ian Brackley, Anthony Smith, Andrew Stamp (who stepped down during the year), Sylvia Roberts (who stepped down during the year), and Reader, Melanie Evans.

At the start of 2021 the country was in lockdown, people were separated from their families and friends, but St Peter's was allowed to remain open for worship and private prayer, with strict adherence to social distancing, contact tracing and hygiene rules! Services were livestreamed and where possible, activities took place online and as restrictions were lifted, we adjusted accordingly.

In terms of growing in discipleship and spirituality, in 2021 St Peter's ran a Lent Course on 'Praying the Psalms', with videos created by Rev'd Helen and there were discussions on zoom. The Tuesday Night Talks and Discussions continued throughout the year, on zoom until July and then back in church. All these sessions were stand-alone and open to everyone.

In support of faith development within the congregation and the wider parish, St Peter's clergy and other personnel gave regular RE lessons and led collective worship in Churcher's College, Ditcham Park School and Petersfield Infants' School, and some lessons for The Petersfield School. Rev'd Canon Will Hughes also provided regular 'padre's hours' for the ATC squadron online and then in person, and he is chaplain to Petersfield District Scouts. In the autumn, Confirmation classes were held in St Peter's Church and at Churcher's College, and the candidates were confirmed by the Right Reverend Ian Brackley at St Mary's Church, Liss in December.

The pastoral committee and home communion team provided regular visits and telephone calls, offering Communion, spiritual support and company to a wide variety of frail and house bound people in their homes and care homes.

St Peter's provided online and remote activities for children and young people. Junior Church children were sent packs of crafts and stories for the festivals and resumed meeting in person in September, with breakfast provided before the sessions begin! Junior Church, is for children aged 3-11 and meets in the church hall and then joins the congregation in church, in time to receive a blessing. St Peter's Youth are encouraged to participate in the ministry of the church including the choir, serving at the altar, reading lessons and prayers, bell ringing and being in charge of technology! St Peter's Youth in person meetings will be resumed in 2022. Also, there are usually one or two secondary school children who make cakes for Refresh Café, as part of the Duke of Edinburgh awards scheme.

In September, our toddler group, *Play-Together*, having been closed since March 2020, re-opened under the leadership of Hannah Thomas. This group which is open to all, typically attracts about 30+ families.

The PCC has actively supported Petersfield community events as well as running some of our own.

In April the free café, Refresh, opened outside in the church yard and later in the year, returned inside. This has continued to be an important weekly event in the life of Petersfield and attracts around 80 people.

In July Mark Dancer gave an organ recital and in October when restrictions allowed, the new season's concert programme began.

St Peter's had a stall selling homemade crafts and cakes at the Saturday market in May and a Christmas one in December raising funds for the church as well as providing an opportunity for interaction with the public.

At the beginning of December the PCC hosted a *Welcome Party* (reception with mulled wine and mince pies) in church for everyone who had recently moved to Petersfield.

St Peter's is a member church of PACT and continues to support the Food Bank, and carol singing around the town and the Christmas Day lunch, which had to be moved to deliveries only at the last minute.

St Peter's had a stall at the annual switching on the lights event in The Square, and 200 goodie bags were handed out to children and this provided another opportunity for interaction with the general public.

As usual St Peter's was a major focus in the town during Advent, the PACT carol service took place in St Peter's and there were many more carol services for different organisations and schools than in 2020, but some were cancelled because of covid-19. Two interactive Nativity services were held and all the parish Christmas services took place as planned.

St Peter's continued to support our CMS partners, Chris and Suzy Wilson and Church Army links, Tim and Kathy Hyde in Southampton. and other charities, king's arms etc?....

The additional efforts described above build on and complement the work which was already ongoing at St Peter's.

The electoral roll in 2021 was 225, Average Sunday attendance figures were not collected by the national church because of the variations caused by Covid, but the October Average Weekly Attendance (AWA) was collected. Our attendance that month (including baptisms) was 152 adults and 13 children, which is more than our AWA in 2019 before Covid.

Risk Management

The major risks to which the charity may be exposed are reviewed regularly and steps taken to mitigate any risks identified. In particular, Health & Safety matters receive regular attention and there are in force Child Protection and Safeguarding policies in accordance with Home Office and Diocesan guidelines.

The Parish Safeguarding officer, on behalf of the PCC, operates a "safer recruitment" approach including appropriate use of DBS checks and also arranges for all relevant people to undertake training in safeguarding for both adults and children. Each year the newly-elected PCC review and sign the parish safeguarding policy at their first meeting.

Financial Review

The Statement of Financial Activities shows a net income of £109,926, which includes an increase in the market value of investments of £90,229.

Church activities generated £13,483 more than last year as lockdown restrictions eased. Planned giving was stable thanks to the ongoing support of the congregation, albeit voluntary income has declined overall, with a decrease of £12,263 in donations, appeals etc. The Church received no legacies last year.

Expenditure was tightly controlled and increased only slightly from the previous year, even with missionary & charitable giving increased by £3,702. Bank balances and investment reserves remain healthy. As always, the PCC and clergy continue to seek out areas where costs can be reduced.

The budget for 2022, without allowing for investment performance, shows a significant potential deficit of £45,000 due mainly to the costs of the Quinquennial Review which the PCC and clergy will need to consider how best to fund.

Approved by the trustees on 31 March 2022

And signed on their behalf by:

A handwritten signature in dark ink, appearing to read 'W. Hughes', written over a horizontal line.

Rev'd Canon Will Hughes, Chairman

INDEPENDENT EXAMINERS REPORT TO THE PCC OF ST PETER'S, PETERSFIELD

ON THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

I report to the trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St.Peter's Petersfield (PCC) for the year ended 31 December 2021.

Responsibilities and Basis of Report

As the trustees of the PCC you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
- 2 the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair view" which is not a matter considered as part of an independent examination

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.


G R Beer MA FCA
4, Chilgrove House
Marden Way
Petersfield, Hampshire GU31 4PU

 2022


PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Endowment Funds 2021 £	Total Funds 2021 £	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total Funds 2020 £
INCOME AND ENDOWMENTS FROM:									
Voluntary income	2a	139,811	3,611	0	143,422	150,480	12,000	0	162,480
Activities for generating funds	2b	8,131	0	0	8,131	8,801	0	0	8,801
Church activities	2d	32,692	0	0	32,692	19,210	0	0	19,210
Investments	2c	15,245	1	5,269	20,515	13,751	1	5,162	18,914
-Losses/Gains on investments	2e	64,588	0	25,641	90,229	28,472	0	10,862	39,334
Grants	2f	0	0	0	0	1,213	10,000	0	11,213
TOTAL		260,467	3,612	30,910	294,989	221,927	22,001	16,024	259,952
EXPENDITURE ON:									
Costs of generating funds	3b	485	0	0	485	886	0	0	886
Church activities	3a	179,158	1,926	0	181,084	179,148	0	0	179,148
Other resources expended	3c	3,494	0	0	3,494	3,444	0	0	3,444
TOTAL		183,137	1,926	0	185,063	183,478	0	0	183,478
NET INCOME/(EXPENDITURE)		77,330	1,686	30,910	109,926	38,449	22,001	16,024	76,474
TRANSFER BETWEEN FUNDS		3,344	1,925	-5,269	0	5,163	-1	-5,162	0
NET MOVEMENT IN FUNDS		80,674	3,611	25,641	109,926	43,612	22,000	10,862	76,474
RECONCILIATION OF FUNDS:									
Total funds brought forward		861,673	24,549	179,243	1,065,465	818,061	2,549	168,381	988,991
TOTAL FUNDS CARRIED FORWARD		£942,347	£28,160	£204,884	£1,175,391	£861,673	£24,549	£179,243	£1,065,465

The notes on pages 11 to 18 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

BALANCE SHEET AT 31 DECEMBER 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Endowment Funds 2021 £	Total Funds 2021 £	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total Funds 2020 £
FIXED ASSETS									
Tangible Assets	5a	301,489	0	0	301,489	301,354	0	0	301,354
Investments	5b	520,920	0	204,884	725,804	443,310	0	179,243	622,553
Total Fixed Assets		822,409	0	204,884	1,027,293	744,664	0	179,243	923,907
CURRENT ASSETS									
Stock		508	0	0	508	508	0	0	508
Debtors	7	2,205	0	0	2,205	2,214	0	0	2,214
Investments		19,743	0	0	19,743	19,743	0	0	19,743
Cash at bank and in hand		126,296	13,765	0	140,061	136,044	13,765	0	149,809
Total Current Assets		148,752	13,765	0	162,517	158,509	13,765	0	172,274
LIABILITIES:									
Creditors: Amounts falling due within one year	8	14,419	0	0	14,419	30,716	0	0	30,716
Net Current Assets		134,333	13,765	0	148,098	127,793	13,765	0	141,558
Net Assets									
		£956,742	£13,765	£204,884	£1,175,391	£872,457	£13,765	£179,243	£1,065,465
THE FUNDS OF THE CHARITY:									
Endowment Funds	6	0	0	204,884	204,884	0	0	179,243	179,243
Restricted Income Funds	6	0	28,160	0	28,160	0	24,549	0	24,549
Unrestricted Funds	6	942,347	0	0	942,347	861,673	0	0	861,673
Total Charity Funds		£942,347	£28,160	£204,884	£1,175,391	£861,673	£24,549	£179,243	£1,065,465

and signed on its behalf by:

W M Pyler

Chairman

PM Bell

Member

The notes on pages 11 to 18 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 December 2021

Note 1

ACCOUNTING POLICIES

(a) Basis of preparation and assessment of going concern

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards, the Financial Reporting Standard (FRS) and the Charities SORP FRS 102.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

The PCC constitutes a public benefit entity as defined by FRS 102

The trustees consider that there are no material uncertainties about the PCC's ability to continue as a going concern.

(b) Reconciliation with previous Generally Accepted Accounting Practice

In preparing the 2016 accounts, the trustees had considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed at 1st January 2016. No restatements were required.

(c) Funds Structure

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC 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. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

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

PAROCHIAL CHURCH COUNCIL OF ST.PETER'S PETERSFIELD
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
Year ended 31 December 2021

(d)Income Recognition

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

(e)Expenditure Recognition

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. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognized when it is incurred and is accounted for gross.

(f)Tangible Fixed assets and Depreciation

Consecrated and benefice property is not included in the accounts in accordance with s.10(2) 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 inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time).

Equipment used within church premises is depreciated on a straight line basis over 4 years. No minimum limit for the capitalisation of equipment has been fixed and the treatment of such expenditure is decided as it arises. Furniture and equipment includes crockery and utensils at St Peter's Hall at estimated cost. These items are held on a replacement basis and are not subject to depreciation.

(g)Fixed Asset Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing market price. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The PCC do not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the PCC is that of volatility in investment markets due to wider economic conditions, and their attitude to investment risk.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
Year ended 31 December 2021

(h)Pensions

The PCC have registered with NEST in anticipation of offering employees entitlement to join a defined contribution "money purchase" scheme but as yet no employees are eligible.

(i)Stocks

Stocks of stationery are valued at the lower of costs and net realisable value.Stocks of wine and wafers are estimated at an approximation of cost.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 DECEMBER 2021

2.Income and endowments	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Endowment Funds 2021 £	Total Funds 2021 £	Unrestricted Funds 2020 £	Restrictor Funds 2020 £	Endowmen Funds 2020 £	Total Funds 2020 £
(a) Voluntary income								
Planned giving : Gift aid donations	82,284	0	0	82,284	82,024	0	0	82,024
: Tax recoverable	20,270	0	0	20,270	22,384	0	0	22,384
Collections	23,555	0	0	23,555	16,388	0	0	16,388
Donations, appeals etc.	13,702	3,611	0	17,313	29,576	12,000	0	41,576
Legacies	0	0	0	0	108	0	0	108
	139,811	3,611	0	143,422	150,480	12,000	0	162,480
(b) Activities for generating funds								
Fund raising	3,298	0	0	3,298	4,375	0	0	4,375
200 Club income	2,390	0	0	2,390	2,585	0	0	2,585
Refresh income	2,443	0	0	2,443	1,841	0	0	1,841
CUOC income	0	0	0	0	0	0	0	0
	8,131	0	0	8,131	8,801	0	0	8,801
(c) Income from investments								
Dividends and interest	15,245	1	5,269	20,515	13,751	1	5,162	18,914
(d) Income from church activities								
Church hall lettings	5,106	0	0	5,106	3,805	0	0	3,805
Larcombe Road rentals	6,202	0	0	6,202	1,068	0	0	1,068
Garden Rent	2,474	0	0	2,474	0	0	0	0
Fees	18,430	0	0	18,430	13,338	0	0	13,338
Feed in Tariff	480	0	0	480	999	0	0	999
	32,692	0	0	32,692	19,210	0	0	19,210
(e) -Losses/Gains on Investments	64,588	0	25,641	90,229	28,472	0	10,862	39,334
(f) Grants								
EHDC Grant	0	0	0	0	0	10,000	0	10,000
Furlough Grant	0	0	0	0	1,213	0	0	1,213
	0	0	0	0	1,213	10,000	0	11,213
Total incoming resources	£260,467	£3,612	£30,910	£294,989	£221,927	£22,001	£16,024	£259,952

PAROCHIAL CHURCH COUNCIL OF ST PETERS'S PETERSFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 DECEMBER 2021

3.Expenditure

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Endowmen Funds 2021 £	Total Funds 2021 £	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowmen Funds 2020 £	Total Funds 2020 £
(a) Church activities								
Missionary & charitable giving								
Home	6,300	0	0	6,300	3,332	0	0	3,332
Overseas	2,400			2,400	1,666	0	0	1,666
	8,700	0	0	8,700	4,998	0	0	4,998
Ministry: Diocesan parish share	102,954	0	0	102,954	110,063	0	0	110,063
: Other Costs	36,509	1,926	0	38,435	39,683	0	0	39,683
: PDBF Fees	9,359	0	0	9,359	7,176	0	0	7,176
Church running and maintenance	13,594	0	0	13,594	9,884	0	0	9,884
Church hall running costs	1,426	0	0	1,426	1,680	0	0	1,680
Night silencing unit	3,126	0	0	3,126	0	0	0	0
Boiler replacement	2,450	0	0	2,450	0	0	0	0
Roof Alarm	0	0	0	0	4,495	0	0	4,495
Printing and stationery	465	0	0	465	674	0	0	674
Depreciation	264	0	0	264	375	0	0	375
Bank charges	311	0	0	311	120	0	0	120
	179,158	1,926	0	181,084	179,148	0	0	179,148
(b) Costs of generating funds								
Community use projects	0	0	0	0	0	0	0	0
200 Club expenses and prizes	485	0	0	485	861	0	0	861
Other costs	0	0	0	0	25	0	0	25
	485	0	0	485	886	0	0	886
(c) Other resources expended								
Accounting & Examiner's Fees	3,494	0	0	3,494	3,444	0	0	3,444
Legal fees	0	0	0	0	0	0	0	0
	3,494	0	0	3,494	3,444	0	0	3,444
Total resources expended	£183,137	£1,926	£0	£185,063	£183,478	£0	£0	£183,478

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 DECEMBER 2021

	2021 £	2020 £
4. STAFF COSTS		
Wages and salaries	23,330	23,986
Social security costs	45	17
	<u>£23,375</u>	<u>£24,003</u>

During the year the PCC employed a director of music, vergers, secretary, Play Together manager and cleaners.

No other payments were made to any PCC member or persons closely connected to them or related parties.

5. FIXED ASSETS FOR USE BY THE PCC

(a) Tangible Fixed Assets

	Freehold Land & Buildings £	Equipment and Fittings £	Total £
Cost or valuation at 1 January 2021	300,361	41,833	342,194
Additions in year	0	399	399
Disposals in year	0	0	0
Total cost at 31 December 2021	<u>300,361</u>	<u>42,232</u>	<u>342,593</u>
Depreciation at 1 January 2021	0	40,840	40,840
Withdrawn on disposal	0	0	0
Charge for the year	0	264	264
Depreciation at 31 December 2021	<u>0</u>	<u>41,104</u>	<u>41,104</u>
Net Book Value			
At 31 December 2021	<u>£300,361</u>	<u>£1,128</u>	<u>£301,489</u>
At 31 December 2020	<u>£300,361</u>	<u>£993</u>	<u>£301,354</u>

Freehold land and buildings comprise St Peter's Hall at an estimated value at time of donation of £100,000 and the Curate's house at 38, Larcombe Road at a cost of £200,361.

Equipment and Fittings includes a fixed amount for crockery and utensils at St Peter's Hall which is dealt with on a replacement basis (see Note 1).

NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 DECEMBER 2021

FIXED ASSETS FOR USE BY THE PCC (continued)

b) Investments

		2021 Cost £	2021 Market Value £	2020 Market Value £
<u>Unrestricted</u>				
CBF Income Fund - 22,274.19 shares	Note 1	264,226	520,920	443,310
<u>Endowment</u>				
Church Estate - COIF Income Fund - 9,419.72 units	Note 2	56,543	193,451	169,326
Rev'd T R Joliffe Memorial Trust - CBF Income Fund - 485 units		3,159	11,433	9,917
		59,702	204,884	179,243
Total Investments		£323,928	£725,804	£622,553

Notes:

- Dividends received during the year totalling £13,022 have been used to purchase a further 593 shares in the CBF Income Fund.
- The endowment investments are both permanent endowments, the income only being available to the PCC. In the case of the Church Estate, the income can be used for general purposes. The income from the Rev'd Joliffe Memorial Trust can be used only for repairs and improvements to buildings.

6. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Fund £	Restricted Fund £	Endowment Fund £	Total £
Fixed assets	822,409	0	204,884	1,027,293
Current assets	148,752	13,765	0	162,517
Current liabilities	-14,419	0	0	-14,419
	£956,742	£13,765	£204,884	£1,175,391

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 DECEMBER 2021

7. DEBTORS

	2021	2020
	£	£
Income tax recoverable	2,205	2,026
Prepayments	0	0
Christmas donations	0	188
	<u>£2,205</u>	<u>£2,214</u>

8. CREDITORS: Amounts falling due within one year

Trade creditors	210	98
Accruals	14,209	30,618
	<u>£14,419</u>	<u>£30,716</u>

9. CAPITAL COMMITMENTS

There were no Capital Commitments authorized and contracted for at the (2020 - Nil)

Accounts

**THE PAROCHIAL CHURCH COUNCIL
OF THE
ECCLESIASTICAL PARISH OF

ST PETER`S PETERSFIELD**

A Registered Charity No. 1128614

**ANNUAL REPORT

AND

FINANCIAL STATEMENTS

OF THE

PAROCHIAL CHURCH COUNCIL**

For the year ended 31 December 2020

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY REGISTRATION NUMBER: 1128614

PCC MEMBERS AND TRUSTEES

Incumbent : Rev'd Canon Will Hughes

Curate: Rev'd Samanatha Cullen (until 22nd March)

Associate Priest: Rev'd Helen M Mitchell

Churchwardens: Ms Vanda Leary (up to 8th October) Mrs Penny Bell (from 8th October)
Mr Graham Heath

Deanery Synod: Mr Martin How
Ms Vanda Leary
Mrs Christine Rushton (up to 8th October) Mrs Lynn Carter (from 8th October)

Readers: Ms Melanie Evans

Elected: Mrs Penny Bell (until elected churchwarden)
Mrs Lynn Carter (until elected to deanery synod)
Mr David Francombe (deceased 14th March)
Mr Lionel Matthews (up to 22nd March)
Mrs Rosemary Roberts (up to 8th October)
Mr Richard Perry (Treasurer) (up to 8th October)
Mrs Tanya Heath (Treasurer from 8th October)
Mrs Linda Lemmon
Mrs Hattie Hughes
Ms Christine Tully
Mrs Gill Clarke
Ms Zoe Leary
Mrs Alison Gauld
Ms Madeline King (from 8th October)
Mr John Deavin (from 8th October)
Ms Faye Hughes (from 8th October)
Mr Neil Challen (from 8th October)
Mrs Brenda James (from 8th October)
Ms Annie Janes (from 8th October)

PCC Minutes Secretary vacant

PARISH ADMINISTRATOR

Mrs Kate Lloyd-Jones, St Peter's Parish Office, Church Path, The Square, Petersfield, Hampshire GU32 3HS
Telephone: 01730 260213 e mail: office@stpeterspetersfield.org.uk

BANKERS

Cafcash Limited, P.O. Box 289, West Mallong, Kent

INDEPENDENT EXAMINER

G. R.Beer MA(Cantab) FCA. 4,Chilgrove House, MardenWay, Petersfield, Hampshire GU31 4PU

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

LEGAL AND ADMINISTRATIVE INFORMATION

The trustees present their report together with the financial statements of the charity for the year ended 31 December 2020. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the Financial Reporting Standard (FRS) and the Charities SORP FRS 102.

Aim and purposes

The function of the Parochial Church Council (PCC) is to cooperate with the incumbent in promoting in the parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical.

Structure, governance and management

The appointment of PCC members is governed by the Church Representation Rules. Members of the PCC are either ex-officio, co-opted or elected by the Annual Church Meeting. New members are made aware of trustee responsibilities and individual members are appointed to ensure compliance with health and safety regulations, child protection and safeguarding policies and are encouraged to attend diocesan or deanery training courses on such matters. The PCC meets 6 times a year.

The PCC operates through the following committees which meet between and report to meetings of the PCC :-

Standing - Is the only committee required by law and acts on behalf of the PCC

Children & Young Adults -Provides for younger members of our Church community

Community Use of the Church -Is responsible for developing the non-liturgical use of the Church.

Discipleship & Spirituality -Is responsible for deepening the spirituality of the Church

Fabric and Buildings -Is responsible for the care of all parish buildings.

Finance - Manages and monitors the finances of St Peter's.

Liturgy - Is responsible for decisions about worship and services.

Mission Support - Raises funds for and publicises the work of missions and charities.

Pastoral - Organises the ministry to newcomers and monitors pastoral needs.

200-Club – Organises and runs the St Peter's Church 200-Club, raising money for the PCC

Volunteering & Fundraising – Organises fundraising events for St Peter's and co-ordinates teams of volunteers to carry out various tasks within the church

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at St Peter's and to become part of the parish community. The incumbent and the PCC are fully aware of the Charity Commission's guidance on public benefit and the specific guidance on charities for the advancement of religion, and has regard to these in planning and delivering its activities.

Achievements and Performance

As a PCC we continue to strive for growth in depth, impact and number. To achieve this, a programme of work has been put in place under themes of **faith exploration, community, invitation, and mission**.

St Peter's has adapted how it works in accordance with the ever-changing Covid-19 regulations and extra services have been provided to accommodate everyone. The church has been open for private prayer as much as possible with the church doors open wide signalling to everyone the presence of God.

In terms of **faith exploration**, discipleship and spirituality, During the first quarter of 2020 St Peter's ran an Open Door Retreat, and a Lent Course on the 'Psychology of God' which had to stop because of the lockdown.

The monthly Tuesday Night Talks and Discussions have taken place and since April 2020 have continued on zoom (these stand-alone sessions are open to all).

The PCC has actively supported Petersfield **community** events as well as running some of our own. When Covid began we supported the community in setting up the Corona virus network, linking volunteers with people needing shopping and prescriptions, while setting up a similar network for members of the congregation. Given the impossibility of running the usual Churches Together Christmas Day Lunch St Peter's organized a Christmas Day lunch delivery to 76 households, working in partnership with Churchers College and Age concern (who delivered earlier in the week).

In support of existing work, as well as to help in achieving the growth target, St Peter's has strengthened communications through the use of the social media platforms Facebook and twitter. In Covid the services were streamed online, initially from the vicarage, and then from in church, and these were supplemented by regular meditations, videos and talks on facebook and the website. We also wrote a weekly article for the local paper- the Petersfield Post, and sent regular video and audio messages to local schools and the radio channel. The online provision has included the live-stream of regular services, the Vicar's meditations on the Gospel of St John, as well as special online-only services and talks.

The additional efforts described above build on and complement the work which was already ongoing at St Peter's.

The electoral roll in 2019 was 231, and the average Sunday attendance for 2019 was 149 adults and 16 children. In 2020 the roll was 225. The attendance figures are not comparable.

In normal times St Peter's runs a range of worship activities for children. SPY AM (age 11 to approx. 14) ran on Sunday mornings during the 9.30 am service, as did Junior Church, for 3 -11 year olds, that met in the church hall and then joined the congregation in church towards the end of the service. The Crèche operated during the main 9.30 am Sunday service for pre 3-year olds. Since March 2020 these activities have stopped, and St Peter's has provided online and remote activities for children and young people.

The pastoral team, with support from the Lay Pastoral Assistants, provides regular pastoral visits, offering communion, spiritual support and company to a wide variety of frail and house bound people in their homes and care homes. In Covid visiting and home communions was replaced by phone calls. In addition the parish organised a phone pastoral care system for every member of the congregation, and this system has endured throughout the pandemic.

Our clergy team includes Rev'd Helen Mitchell and the retired clergy.

In support of faith development within the congregation and the wider parish, St Peter's clergy and other personnel usually take regular RE lessons and collective worship in Churchers College, Ditcham Park School and Petersfield Infants' School, and some lessons for The Petersfield School. Rev. Hughes has also provided regular 'padre's hours' for the ATC squadron and is chaplain to Petersfield District Scouts.

The ATC chaplaincy has continued throughout the pandemic, with regular online Padre's hours.

Online confirmation classes were offered during the summer, though no confirmation service was possible, and the candidates will be confirmed in 2021.

St Peter's is usually a major focus in the town during Advent. Despite the lockdown, we recorded 8 carol services for different organisation and schools, and ran a full programme of Christmas services, including carol singing around the town, a junior Church service, carols in the churchyard, 2 choral carol services, 2 midnight masses and 3 services of Christmas morning.

The free weekly café, Refresh, is usually held in church and is open to all the community. Typically it attracts between 70 -100 people. This has had to adapt to the changing Covid-19 regulations and after closing for the first lockdown, re-opened outside in the churchyard, before moving to the hall. It had to close again in November in the second lockdown.

Similarly, the weekly "Play Together" toddler group, which was open to all, and typically was attended by 30+ families, was put on hold in March 2020, and eventually had to be permanently closed owing to there being no way to run it under covid restrictions.

2020 began as another exciting year for St Peter's Concerts, but these had to stop in March because of the lockdown. Plans are underway for the St Peter's Concerts programme to re-start as soon as regulations allow these to happen.

Risk Management

The major risks to which the charity may be exposed are reviewed regularly and steps taken to mitigate any risks identified. In particular, Health & Safety matters receive regular attention and there are in force Child Protection and Safeguarding policies in accordance with Home Office and Diocesan guidelines.

The Parish Safeguarding officer, on behalf of the PCC, operates a "safer recruitment" approach including appropriate use of DBS checks and also arranges for all relevant people to undertake training in safeguarding for both adults and children. Each year the newly-elected PCC review and sign the parish safeguarding policy at their first meeting.

Financial Review

2020 was a challenging year from a financial management perspective. In light of the closure of the church in Q1 under pandemic restrictions it became clear that a prudent approach to expenditure was necessary as it was not possible to forecast what fundraising activities it would be possible to continue with. Throughout the year the incredible generosity of the congregation and the support of the local community continued and planned giving held stable throughout the periods of closure and partial opening. Expenditure was restricted both from prudence and from an inability to conduct some of the usual building maintenance activities which usually represent a significant proportion of the church's expenditure. It was possible to make a full 100% payment of the parish's expected contribution to parish share, however, a substantial proportion of this was released a few days into January 2021 so in accordance with accounting policy this is shown as an accrual for payment in the accounts. The community is assured that this was paid in full and was accounted by the diocese as our 2020 share. A surprisingly strong performance in donations and funds from investments, coupled with the rental of the Larcombe Road house to private tenants for 6 months resulted in an unexpectedly high surplus at the end of the year. This puts the church in a strong position for 2021, although the community should recall that no building maintenance activity took place on the church, or especially the church hall, so expenditure on these in 2021 should be expected to be higher than normal, once the ability to commission such works and the quinquennial inspection have taken place.

Reserve Policy

The PCC's stated aim is to maintain unrestricted fund reserves equivalent to one half of normal annual outgoings. At present, the value of our reserves is more than sufficient to meet this target.

Investment Policy

St Peter's has a number of investment funds, both restricted and unrestricted. These are currently managed following the Diocesan guidelines.

Approved by the trustees on 11th May 2021

And signed on their behalf by:

A handwritten signature in black ink, appearing to read 'Will Hughes', written in a cursive style.

Rev'd Canon Will Hughes, Chairman

INDEPENDENT EXAMINERS REPORT TO THE PCC OF ST PETER`S, PETERSFIELD
ON THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

I report to the trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St.Peter`s Petersfield (PCC) for the year ended 31 December 2020.

Responsibilities and Basis of Report

As the trustees of the PCC you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (“the Act”).

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

Independent examiner`s statement

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

- 1.accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
- 2 the accounts do not accord with those records; or
- 3.the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a “true and fair view” which is not a matter considered as part of an independent examination

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.

G R Beer MA FCA
4,Chilgrove House
Marden Way
Petersfield, Hampshire GU31 4PU

11th May 2021

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2020

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
		2020	2020	2020	2020	2019	2019	2019	2019
		£	£	£	£	£	£	£	£
INCOME AND ENDOWMENTS FROM:									
Voluntary income	2a	150,480	12,000	0	162,480	140,350	2,363	0	142,713
Activities for generating funds	2b	8,801	0	0	8,801	26,145	0	0	26,145
Church activities	2d	19,210	0	0	19,210	38,734	0	0	38,734
Investments	2c	13,751	1	5,162	18,914	11,837	8	5,057	16,902
-Losses/Gains on investments	2e	28,472	0	10,862	39,334	62,185	0	25,619	87,804
Grants	2f	1,213	10,000	0	11,213	0	0	0	0
TOTAL		221,927	22,001	16,024	259,952	279,251	2,371	30,676	312,298
EXPENDITURE ON:									
Costs of generating funds	3b	886	0	0	886	6,416	0	0	6,416
Church activities	3a	179,148	0	0	179,148	200,906	3,353	0	204,259
Other resources expended	3c	3,444	0	0	3,444	3,280	0	0	3,280
TOTAL		183,478	0	0	183,478	210,602	3,353	0	213,955
NET INCOME/(EXPENDITURE)		38,449	22,001	16,024	76,474	68,649	-982	30,676	98,343
TRANSFER BETWEEN FUNDS		5,163	-1	-5,162	0	5,280	-223	-5,057	0
NET MOVEMENT IN FUNDS		43,612	22,000	10,862	76,474	73,929	-1,205	25,619	98,343
RECONCILIATION OF FUNDS:									
Total funds brought forward		818,061	2,549	168,381	988,991	744,132	3,754	142,762	890,648
TOTAL FUNDS CARRIED FORWARD		£861,673	£24,549	£179,243	£1,065,465	£818,061	£2,549	£168,381	£988,991

The notes on pages 9 to 16 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

BALANCE SHEET AT 31 DECEMBER 2020

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total Funds 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Endowment Funds 2019 £	Total Funds 2019 £
FIXED ASSETS									
Tangible Assets	5a	301,354	0	0	301,354	301,072	0	0	301,072
Investments	5b	443,310	0	179,243	622,553	402,620	0	168,381	571,001
Total Fixed Assets		744,664	0	179,243	923,907	703,692	0	168,381	872,073
CURRENT ASSETS									
Stock		508	0	0	508	508	0	0	508
Debtors	7	2,214	0	0	2,214	4,673	0	0	4,673
Investments		19,743	0	0	19,743	19,743	0	0	19,743
Cash at bank and in hand		136,044	13,765	0	149,809	99,088	3,758	0	102,846
Total Current Assets		158,509	13,765	0	172,274	124,012	3,758	0	127,770
LIABILITIES:									
Creditors: Amounts falling due within one year	8	30,716	0	0	30,716	10,852	0	0	10,852
Net Current Assets		127,793	13,765	0	141,558	113,160	3,758	0	116,918
Net Assets									
		£872,457	£13,765	£179,243	£1,065,465	£816,852	£3,758	£168,381	£988,991
THE FUNDS OF THE CHARITY:									
Endowment Funds	6	0	0	179,243	179,243	0	0	168,381	168,381
Restricted Income Funds	6	0	24,549	0	24,549	0	2,549	0	2,549
Unrestricted Funds	6	861,673	0	0	861,673	818,061	0	0	818,061
Total Charity Funds		£861,673	£24,549	£179,243	£1,065,465	£818,061	£2,549	£168,381	£988,991

and signed on its behalf by:

Chairman

Member

The notes on pages 9 to 16 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST PETER`S PETERSFIELD
NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 December 2020

Note 1
ACCOUNTING POLICIES

(a)Basis of preparation and assessment of going concern

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards, the Financial Reporting Standard (FRS) and the Charities SORP FRS 102.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

The PCC constitutes a public benefit entity as defined by FRS 102

The trustees consider that there are no material uncertainties about the PCC's ability to continue as a going concern.

(b)Reconciliation with previous Generally Accepted Accounting Practice

In preparing the 2020 accounts, the trustees had considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed at 1st January 2016. No restatements were required.

(c)Funds Structure

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC 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. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

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

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
Year ended 31 December 2020

(d)Income Recognition

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

(e)Expenditure Recognition

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. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognized when it is incurred and is accounted for gross.

(f)Tangible Fixed assets and Depreciation

Consecrated and benefice property is not included in the accounts in accordance with s.10(2) 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 inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time).

Equipment used within church premises is depreciated on a straight line basis over 4 years. No minimum limit for the capitalisation of equipment has been fixed and the treatment of such expenditure is decided as it arises. Furniture and equipment includes crockery and utensils at St Peter's Hall at estimated cost. These items are held on a replacement basis and are not subject to depreciation.

(g)Fixed Asset Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing market price. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The PCC do not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the PCC is that of volatility in investment markets due to wider economic conditions, and their attitude to investment risk.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
Year ended 31 December 2020

(h)Pensions

The PCC have registered with NEST in anticipation of offering employees entitlement to join a defined contribution “money purchase” scheme but as yet no employees are eligible.

(i)Stocks

Stocks of stationery are valued at the lower of costs and net realisable value.Stocks of wine and wafers are estimated at an approximation of cost.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 DECEMBER 2020

2.Income and endowments	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total Funds 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Endowment Funds 2019 £	Total Funds 2019 £
(a) Voluntary income								
Planned giving : Gift aid donations	82,024	0	0	82,024	83,431	0	0	83,431
: Tax recoverable	22,384	0	0	22,384	22,004	0	0	22,004
Collections	16,388	0	0	16,388	26,154	0	0	26,154
Donations, appeals etc.	29,576	12,000	0	41,576	3,761	2,363	0	6,124
Legacies	108	0	0	108	5,000	0	0	5,000
	150,480	12,000	0	162,480	140,350	2,363	0	142,713
(b) Activities for generating funds								
Fund raising	4,375	0	0	4,375	16,000	0	0	16,000
200 Club income	2,585	0	0	2,585	2,535	0	0	2,535
Refresh income	1,841	0	0	1,841	3,110	0	0	3,110
CUOC income	0	0	0	0	4,500	0	0	4,500
	8,801	0	0	8,801	26,145	0	0	26,145
(c) Income from investments								
Dividends and interest	13,751	1	5,162	18,914	11,837	8	5,057	16,902
(d) Income from church activities								
Church hall lettings	3,805	0	0	3,805	12,734	0	0	12,734
Larcombe Road rentals	1,068	0	0	1,068	0	0	0	0
Fees	13,338	0	0	13,338	25,103	0	0	25,103
Feed in Tariff	999	0	0	999	897	0	0	897
	19,210	0	0	19,210	38,734	0	0	38,734
(e) -Losses/Gains on Investments	28,472	0	10,862	39,334	62,185	0	25,619	87,804
(f) Grants								
EHDC Grant	0	10,000	0	10,000	0	0	0	0
Furlough Grant	1,213	0	0	1,213	0	0	0	0
	1,213	10,000	0	11,213	0	0	0	0
Total incoming resources	£221,927	£22,001	£16,024	£259,952	£279,251	£2,371	£30,676	£312,298

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 DECEMBER 2020

3.Expenditure

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total Funds 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Endowment Funds 2019 £	Total Funds 2019 £
(a) Church activities								
Missionary & charitable giving								
Home	3,332	0	0	3,332	5,235	0	0	5,235
Overseas	1,666			1,666	2,617	0	0	2,617
	4,998	0	0	4,998	7,852	0	0	7,852
Ministry: Diocesan parish share	110,063	0	0	110,063	106,599	0	0	106,599
: Other Costs	39,683	0	0	39,683	54,976	2,203	0	57,179
: PDBF Fees	7,176	0	0	7,176	8,361	0	0	8,361
Church running and maintenance	9,884	0	0	9,884	14,870	0	0	14,870
Church hall running costs	1,680	0	0	1,680	2,292	0	0	2,292
Kitchen costs	0	0	0	0	2,264	0	0	2,264
Glass doors	0		0	0	0	1,150	0	1,150
Roof Alarm	4,495	0	0	4,495	0	0	0	0
Printing and stationery	674	0	0	674	3,231	0	0	3,231
Depreciation	375	0	0	375	341	0	0	341
Bank charges	120	0	0	120	120	0	0	120
	179,148	0	0	179,148	200,906	3,353	0	204,259
(b) Costs of generating funds								
Community use projects	0	0	0	0	5,190	0	0	5,190
200 Club expenses and prizes	861	0	0	861	717	0	0	717
Other costs	25	0	0	25	509	0	0	509
	886	0	0	886	6,416	0	0	6,416
(c) Other resources expended								
Accounting & Examiner's Fees	3,444	0	0	3,444	3,280	0	0	3,280
Legal fees	0	0	0	0	0	0	0	0
	3,444	0	0	3,444	3,280	0	0	3,280
Total resources expended	£183,478	£0	£0	£183,478	£210,602	£3,353	£0	£213,955

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 DECEMBER 2020

	2020	2019
4. STAFF COSTS	£	£
Wages and salaries	23,986	30,045
Social security costs	17	292
	<u>£24,003</u>	<u>£30,337</u>

During the year the PCC employed a director of music, vergers, secretary, Play Together manager and cleaners.

No other payments were made to any PCC member or persons closely connected to them or related parties.

5. FIXED ASSETS FOR USE BY THE PCC

(a) Tangible Fixed Assets

	Freehold Land & Buildings	Equipment and Fittings	Total
	£	£	£
Cost or valuation at 1 January 2020	300,361	41,176	341,537
Additions in year	0	657	657
Disposals in year	0	0	0
Total cost at 31 December 2020	<u>300,361</u>	<u>41,833</u>	<u>342,194</u>
Depreciation at 1 January 2020	0	40,465	40,465
Withdrawn on disposal	0	0	0
Charge for the year	0	375	375
Depreciation at 31 December 2020	<u>0</u>	<u>40,840</u>	<u>40,840</u>
Net Book Value			
At 31 December 2020	<u>£300,361</u>	<u>£993</u>	<u>£301,354</u>
At 31 December 2019	<u>£300,361</u>	<u>£711</u>	<u>£301,072</u>

Freehold land and buildings comprise St Peter's Hall at an estimated value at time of donation of £100,000 and the Curate's house at 38, Larcombe Road at a cost of £200,361.

Equipment and Fittings includes a fixed amount for crockery and utensils at St Peter's Hall which is dealt with on a replacement basis (see Note 1).

PAROCHIAL CHURCH COUNCIL OF ST PETER'S PETERSFIELD

NOTES TO THE FINANCIAL STATEMENTS (continued) YEAR ENDED 31 DECEMBER 2020

FIXED ASSETS FOR USE BY THE PCC (continued)

b) Investments

		2020 Cost £	2020 Market Value £	2019 Market Value £
<u>Unrestricted</u>				
CBF Income Fund - 21,681.27 shares	Note 1	238,986	443,310	402,620
<u>Endowment</u>				
Church Estate - COIF Income Fund - 9,419.72 units	Note 2	56,543	169,326	159,105
Rev'd T R Joliffe Memorial Trust - CBF Income Fund - 485 units		3,159	9,917	9,276
		59,702	179,243	168,381
Total Investments		£298,688	£622,553	£571,001

Notes:

- Dividends received during the year totalling £12,218 have been used to purchase a further 630 shares in the CBF Income Fund.
- The endowment investments are both permanent endowments, the income only being available to the PCC. In the case of the Church Estate, the income can be used for general purposes. The income from the Rev'd Joliffe Memorial Trust can be used only for repairs and improvements to buildings.

6. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Fund £	Restricted Fund £	Endowment Fund £	Total £
Fixed assets	744,664	0	179,243	923,907
Current assets	158,509	13,765	0	172,274
Current liabilities	-30,716	0	0	-30,716
	£872,457	£13,765	£179,243	£1,065,465

NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 DECEMBER 2020

7. DEBTORS

	2020	2019
	£	£
Income tax recoverable	2,026	1,407
Prepayments	0	3,266
Christmas donations	188	0
	£2,214	£4,673

8. CREDITORS: Amounts falling due within one year

Trade creditors	98	5,071
Accruals	30,618	5,781
	£30,716	£10,852

9. CAPITAL COMMITMENTS

There were no Capital Commitments authorized and contracted for at the year end (2019 Nil)