

Annual Report on the Year 2020

Introduction

The Parochial Church Council (PCC) has responsibility to co-operate with the vicar to promote, in the parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC also owns, lets and maintains the hall and meeting rooms of the Paterson Centre, and Barnaby's Coffee Shop

PCC Membership

The Vicar, two Churchwardens, two Diocesan Synod Representatives, two Deanery Synod Representatives and 9 Elected PCC Members.

PCC membership for 2020/21 was:-

Ex Officio:

| | | |
|------------------------|-------------------------------|----------------------------|
| Vicar/Chair of PCC | The Revd. Claire Towns | |
| Churchwardens: | Andrew Wilkinson (Vice-Chair) | |
| | Bill Jones | |
| Diocesan Synod Reps: | Janet Chant | <i>appointed June 2018</i> |
| | Andrew Wilkinson (Treasurer) | <i>appointed June 2018</i> |
| Deanery Synod Reps: | Jen Frampton | |
| | Jenny Sharpe | |
| Licensed Lay Ministers | Sally Beazley | |
| | Jill Phipps | |

Elected Members:

| | |
|-----------------|--|
| Amanda Ankers | <i>elected 2020</i> |
| Bobbie Branson | <i>elected 2020 (1 year casual vacancy from 2018 APCM)</i> |
| John Branson | <i>elected 2020</i> |
| Claire Lloyd | <i>elected 2020</i> |
| Allison Gurry | <i>elected 2019</i> |
| Dave Lee | <i>elected 2019</i> |
| Teresa Reynolds | <i>elected 2019</i> |
| Ben Armstrong | <i>elected 2018</i> |
| Liz Newbold | <i>elected 2018</i> |

PCC Appointed: Secretary Jill Phipps

Assistant Churchwardens

The Churchwardens invited Janet Chant, Jen Frampton, Richard Green-Wilkinson, Tony King, Derrinda Laing, John Sharpe and Crawford Wright to act as Assistant Churchwardens.

PCC teams - and their abbreviated outline terms of reference

Standing Committee – sets the agenda for PCC meetings and has the authority to transact the business of the PCC as required between meetings.

Fabric & Grounds – maintains the churchyard, church buildings and contents according to a programme of works approved by the PCC.

Paterson Centre Management – manages the day to day running, letting and maintenance of the Paterson Centre, subject to terms of reference and financial control exercised by the PCC.

Magazine – manages the production and distribution of the magazine, subject to terms of reference and financial control exercised by the PCC.

Barnaby's Business Team (BBT) – manages the day to day running of the coffee shop on behalf of the PCC, subject to terms of reference and financial control exercised by the PCC.

PCC Meetings

The PCC met 10 times between January to December 2020, and published minutes of each meeting, except where that meeting was a confidential one. The approved Minutes of the PCC Meetings were made available to church members at the back of the Church, before Covid and on the website, when it was up and running, thereafter.

Church Teams:

Other groups that contribute invaluable work and input to the life of the church and parish, and from which reports have been submitted are: Bishop's Waltham Deanery Synod; Flower Group; Hand Bells; Home Groups; Magazine; Mothers' Union; Social and Fundraising and Sunday Club.

Electoral Roll

As of the APCM on 14/10/20, the number on the Roll was 144. Since then 3 people have registered and one has moved away, so that as of 14/4/21 the register stands at 146.

Safeguarding:

St Barnabas' PCC takes very seriously its commitment to Safeguarding. Teresa Reynolds, with many years of local authority Safeguarding experience, continues to be the Parish Safeguarding Officer. Safeguarding is on the Agenda at PCC meetings. Teresa offered basic training for all those in relevant roles. The church safeguarding policy and policy statement has been adopted by PCC.

A safeguarding reporting procedure has been put in place, and there is a requirement for all staff and volunteers to read and understand the policy and reporting procedure. Safer church posters have been put in place with contact details and information on how to raise safeguarding concerns. As is now required, the PCC has agreed to adopt safer recruitment procedures. A code of conduct has been developed and is due to be implemented. Risk assessments are required for all activities run by or on behalf of St Barnabas church. Some progress has been made in this area with a risk assessment template available for all leaders/organisers to complete. This is an area for further development by the health and safety lead, Paul Eathorne.

2020 saw a national review of all parishes, whereby any paperwork or other evidence pertaining to past allegations or concerns, had to be submitted to Diocesan Safeguarding Case Leads, in our case, Ian Berry. No such paperwork was found to be in existence at St Barnabas, though a verbal report of a past concern was registered with Ian Berry.

PCC Vision for 2020

From work carried out in the Autumn of 2019, the PCC developed a mission plan to develop intergenerational growth initiatives and work with families and young people. This was born in January 2020 and was somewhat dubiously named St BIGGI - St Barnabas Intergenerational Growth Initiatives: The details follow:

Developing a 2020 Vision: St BIGGI

St Barnabas' inter-Generational Growth Initiatives

(BIGGI Team – The Vicar, Sally Beazley, Jill Phipps, Ben Armstrong, Dave Lee and Emma Sajo)

Inter-generational ministry is a model of Christian ministry which emphasises relationships between age groups and encourages mixed-age activities.

Church Growth is 3-Dimensional:

(1) Growth in Spiritual Depth and Discipleship (2) Growth in community engagement and meeting needs in the community and (3) Growth in church numbers.

The numbers in orange below show the elements of growth aimed for...

During 2020:

- **HOLD A PROGRAMME OF FAMILY-FRIENDLY MONTHLY EVENTS, SOME SOCIAL AND SOME WHICH ARE MORE 'EVANGELISTIC' AND WORSHIP-CENTRED (2) and (3)**
 - Throughout the year offer a number of pre-evangelism social events e.g. films, fun day, Beer & Hymns, O Heck.
Purpose: *To build up relationships between those already in church AND also between church members and those not in church.*
 - As in 2018, hand-deliver Easter cards and eggs to targeted areas of the village
Purpose: *to build up links so that we can invite people to events in the Spring/Summer.*
 - Throughout the year offer a number of activities that are more explicitly but gently 'God-focussed' e.g. on Good Friday, Light Party etc.
Purpose: *To tell people who aren't church family members, or those on the fringes of the church, the good news of Jesus.*
- **EXPLORE NEEDS OF FAMILIES IN CHURCH (1) and (3)**
 - During February and March, Claire to meet with all existing church families, who are on Sunday Club books, and who wish to meet with her.
Purpose: *To better get to know families and to ask how St Barnabas meets their spiritual/worship needs; to see what they feel we aren't doing but what we might do;*
 - Based on what families tell us, to review Café Church and explore introducing a family-friendly service at 4pm on the 3rd Sunday of the month, with the 10am being like Café Church but with an emphasis on adult teaching.
Why? *Café Church is our lowest attended service and generally does not attract families/more than a small handful of children.*
 - During March/April St B to host a "New to St Barnabas in the past 18 months' event.
Purpose: *To allow all new people to meet one another and others from the church, and to find out more about St Barnabas, which they might not pick up from just coming on*

Sunday mornings e.g. who's who, home groups, financial giving and opportunities to serve.

- **EXPLORE NEEDS IN THE WIDER VILLAGE (2) and (3)**

- During February Claire and Sally to meet with Parish Safety Officer and PCSO (Gary and Sarah McCulloch) to ascertain the open and 'hidden' needs in Swanmore, as perceived by them – needs of poverty, isolation and loneliness, anti-social behaviour etc. Also, to talk to all the educational establishments, Village Agents and other voluntary sector groups.

Purpose: To explore new initiatives that St Barnabas might start up, with or without partnership working to help meet these needs. E.G. Monthly children's clothing 'bank'/drop-in coffee and a chat at the Village Hall, Older persons' social events in the Village Hall.

- **EXPLORE NEEDS OF OLDER PEOPLE (1), (2) and (3)**

- In February/March The Revd. Kathy O'Loughlin to lead a workshop on "understanding the Spiritual needs of Older People" – open to PCC and church family members.
- Explore providing older persons' social events AND Messy Vintage OR introducing/building an intergenerational fresh expression congregation in the Village Hall.

Purpose: Older peoples' spiritual needs are just as important as those of younger people and families. We should be seeking to reach out to older people just as much as to younger people and families, sometimes offering age-specific activities and other times offering 'everyone together' inter-generational ones.

- **EXPLORE THE NEED FOR /FEASIBILITY OF A PAID YOUTH/FAMILIES/CHILDREN'S WORKER AT ST BARNABAS (2) and (3)**

- PCC in March to consider paper submitted by BP
- In February Claire to meet with Bethan Fogell, Diocesan Children's and Families Worker.
- Research into other church's experiences – job descriptions, costings etc.

Purpose: To decide if this is desired, needed and/or feasible for St Barnabas.

- **ENCOURAGE CONGREGATION'S SPIRITUAL GROWTH AND DISCIPLESHIP (1)**

- Sally to run a church quiet day for all interested church members in mid-2020
- Have a Home Groups Promotion Day in early summer
- Offer an Explorers / Nurture course for 'young' Christians in the Autumn.

Purpose: To encourage and deepen people's spiritual growth and journey of discipleship, recognising that people are at different stages on that journey, and walk at different paces.

This was to be a 'roadmap' for missional focus and activities throughout 2020...and then Covid-19 came along! It is the vision of the PCC to re-visit St BIGGI and revise accordingly so as to be the mission plan for 2021-22, as and when Covid-restrictions lift. That said, mission and outreach did not stop because of Covid, as detailed below.

THE IMPACT OF COVID...AND THE RESPONSE:

Worship

January and February were normal months in the life of St Barnabas, in that services and activities carried on in the usual manner. That said, the common cup at communion was suspended in February and there was some staying away from church by some of those who felt more

vulnerable. Following announcements from the Government, public worship was suspended from Sunday March 22nd, which was Mothering Sunday and by the following Sunday, no one, including clergy, was permitted to enter churches.

From the 29th March, services at 10am were then live-streamed from the Vicarage, via Facebook Live using a mobile phone, with twice-weekly Zoom Morning Prayer being introduced from the beginning of May. Numbers watching on FB Live were initially very high and reached far beyond the parish boundary. Likewise, Morning Prayer regularly attracted (and still attracts) 8-13 people, much higher than when Morning Prayer was held in church.

By 17th May, clergy and their household members were permitted to enter and live-stream services from within the church. From 5th July congregations were permitted to attend worship again – but with strict Covid-safe measures in place, such as sanitising of hands, 2m social distancing, compulsory mask wearing, one-way circulation in church, no singing and restrictions on how communion was to be distributed and received. From an initial risk assessment, it was decided that although St Barnabas could accommodate 20 safe seating zones (some seating 1-2 people, others 1-4 people), we would begin with 15 so as to monitor safe practice.

Though July 5th was the first day that congregational worship was permitted in church, and there was an 8am service, the 10am was a drive-in at the Village Hall, so as to permit safe congregational singing from inside of cars. This attracted 78 people in 40 cars, as well as some local and national media attention, with a couple of TV cameras in attendance. This was the first of four such services, another being held in August, a Harvest Festival on October 4th and a Carol Service on 20th December. Huge thanks to the Village Hall for allowing this, and to Peter Fellows for playing and singing, as well as to Brian Pancott and John Sharpe for being car park marshals.

A new national lockdown began again at the beginning of November, lasting until the beginning of December, when congregational in-church worship once again resumed. Christmas saw low numbers in attendance but at full social-distancing capacity, but sadly with no singing, which was still not permitted.

Since March 2020, all services at 10am have been live-streamed via Facebook Live, even when a congregation has been able to be present, so as to reach out to those unable or not wanting to come to church, and to those beyond the parish boundary. Huge thanks to Sally Beazley and Jill Phipps who have done the majority of this filming.

Despite not being able to gather as 'normal', church family members contributed greatly to the streaming of worship. Huge thanks especially to Peter Fellows' and family for their indomitable spirit of recording songs for us week in and week out. Also, thanks to the Lees for their musical contributions, and to the many of you who recorded yourselves reading or praying for inclusion in our services.

Sunday Club met on many occasions via Zoom, with craft packs being delivered to families. Thanks to Ben Armstrong and his team for keeping this very important ministry going through the most challenging of times.

Baptism, Confirmation, Marriages and Funerals:

There were no baptisms or weddings during 2020, essentially because of Covid. There were 8 funerals conducted either in church or at one of the local crematoria. Derek Lord's, Matthew Todd's and John Harrison's, all church family members, were able to have 'normal' funerals as these took place in the early part of 2020 before Covid restrictions were in place. All funerals after that were very different, with restrictions on numbers, no wake and no singing. Jan White's funeral

in July was a 'hybrid' occasion with some in church and others gathered in a socially-distanced way in the churchyard, with the service transmitted to those there.

Communications and links with the wider community

Not being able to gather for any purpose meant new ways of working and communicating. The ministry team established a pattern of contacting people by phone for pastoral purposes; almost daily emails were sent by the Vicar, including news, prayer requests and other requests for help as well as a Thought for the Day (TFTD). Initially, these were sent to church family members but over time, the circulation list grew to 135, including the schools, former Messy Church families, the parish council and many other local residents who might not come to church but who wanted to receive the emails. Many thanks to all those Ministry Team members who contributed to the TFTD, but especially to Hazel Whitehead who wrote most of them. Hazel's subsequent book, *God in Lockdown* offers a lasting reminder of these. Thanks also to Hazel and Brian Pancott for the weekly news-sheet that went out to those few without the internet.

The church website was rebuilt and re-launched in the summer of 2020. Huge thanks to Amanda and Rick Ankers for their generosity in this. Alongside a lively Facebook page, this gave St Barnabas a much more visible on-line presence in 2020. Several new contacts have been made through Facebook and the 'contact us' page of the website.

The Swanmore Magazine was produced and delivered for the first 2 editions of 2020. The April edition was printed but not delivered because of guidance around Covid restrictions. It was not then produced until September, when it was edited by Anne Pearson for the following 3 editions. Anne had given the PCC notice of her wish to step down as Editor after many years of wonderful and creative service. Meanwhile, PCC engaged in the process of reviewing the Swanmore magazine and appointing a new editor and team. Penny Clive became editor, supported by a small team, and a new-look *The Swanmore Link* was created for the December/January edition. After the PCC review and in consultation with the new editor, the decision was taken to offer the new magazine bi-monthly, to out-source the printing of it so as to allow for colour and better-quality printing and to move towards a system of only distributing the magazine to those who wanted it, as opposed to delivering to every house in the parish. This is not just about saving money but a conscious decision to cut out wastage of the planet's resources. A collection was made to thank Anne for her time as editor. Thanks too to the Printing team, to Sue DeVere and her team of deliverers, and to John Austin for managing the advertising. Thanks too to Rick and Amanda Ankers for finding the printing company.

It always has had a place in the life and mission of a parish church, but communication with other partners greatly increased in 2020. A good working relationship with the Parish Council and its Community Safety Officer (CSO), Gary McCulloch was developed, enabling members of St Barnabas to help those in need, when that need arose, which could then be advertised via the daily email communication. A regular weekly collection for the Foodbank was established via this relationship, as was collecting for the Roberts Centre in Portsmouth. Through liaising with the CSO and both schools, as well as the pre-school, we were able to provide over 20 Christmas hampers for families who were/are struggling.

The Paterson Centre & Barnaby's

Covid has had a massive impact on both of these areas of church life. From March 23rd, the Paterson Centre in effect closed its doors and has been unable to re-open since, with two exceptions - the Lunch Club using the kitchen to cook meals for delivery from September and the Primary School were able to use it as an additional classroom in the last few weeks of the summer term. They took responsibility for all cleaning and security during this time.

Covid was and is such a 'game changer', forcing new levels of risk assessment etc onto PCCs. Therefore, in September, Anne Pearson stepped down as Paterson Centre Manager, after many years of looking after the facility in a most impressive way. The good condition is testament to her and the team's hard work. A collection was made for Anne as a sign of great thanks for all of this hard work. John White was also given a gift of thanks for his many years of hard work in maintaining the Paterson Centre. As the kitchen was not being used, PCC felt it could no longer afford to keep on the cleaner, and so we had to say goodbye to Lyn Kirby.

Barnaby's

Barnaby's began the year firmly committed to providing a facility that is now so welcomed by our community. Unfortunately, following Government guidelines for the closure of cafes and restaurants, the BBT closed Barnaby's doors on 16th March. In July, the BBT reassessed the feasibility of opening with caution but decided to remain closed until September. A takeaway service was launched in September while the weather remained good but it proved difficult to ensure the necessary protection for customers and volunteers.

Stock that could not be retained was donated to the Meon Valley Foodbank and local primary schools (supporting the holiday free school meals programme). Canned drinks and cartons were also given to NHS front line workers at Queen Alexandra Hospital, Portsmouth.

Barnaby's is looking forward to opening again soon.

Home Groups

Home groups were not able to meet in person during the lockdowns but some groups were able to meet later in the year in gardens, mainly to raise spirits and keep in touch. Home group members also regularly joined zoom service gatherings, outdoor services at the Village Hall, walking together safely and kept in touch via social media.

Schools:

Good links continued with the Primary School throughout 2020, primarily thanks to the wonderful efforts led by Jill Phipps. The school continued to come into church each Wednesday morning for its *Worship on Wednesday* (WOW), during January, February and early March. Thereafter, Jill contributed to weekly on-line assemblies and Sally Beazley was able to go into the school in December to teach Year 1 about Christingle. Jill has also exercised an invaluable link in terms of staff support and a ministry of 'baking cakes'. Staff have felt able to ask for prayers, which have then been appropriately shared with the wider church family. It was good to be able to offer the School the use of the Paterson centre for some of the summer term. Likewise, to work closely with the school in helping families in need, especially over Christmas. St Barnabas continues to be well-represented on the School Governing Body, with a number of congregation members serving as Foundation Governors.

Covid allowed new links to be made with Swanmore College – the Vicar was able to work closely with Liz Deller, the Family Liaison Officer there.

Forthcoming Vacancy

In December 2020, the Vicar announced that she would be leaving Swanmore in May 2021 to take up the post in the Diocese of Bath and Wells as of Priest in Charge of Wells, St Thomas with Horrington and the Benefice of Chewton Mendip with Ston Easton, Litton and Emborough.

Fabric, Goods and Ornaments of the Church

The year 2020 was of course dominated by the global pandemic. Despite the considerable reduction in physical activity in the church buildings caused by the imposed lockdowns and social distancing rules, maintenance and repairs continued, though at a slower pace.

The buildings are overall in a good state of repair, though some internal redecoration is due in the church and Paterson Centre. Use of the Link as the main entrance continued very successfully. The print room ceased to be used as such at the end of the year when magazine printing was put out to contract. Plans were made for a new disabled toilet in the Link, to be constructed in 2021. The quinquennial inspection is due in 2021.

During the year we resurfaced the flat roof of the Link adjacent to the church, replaced the kitchen water heater and re-carpeted Barnaby's and the Paterson Centre entrance. More outdoor furniture was bought for Barnaby's. A legacy from the late Roddy Innes allowed us to install coloured lights in the church.

A small but dedicated band of volunteers kept the churchyard in good shape throughout the year and it was well used by people taking their daily exercise. Grounds maintenance equipment, presently stored at the Vicarage, is well maintained. The memorial path was enhanced by a good number of new tablets and the car park was marked out into bays.

The church and all that it does could not function without volunteers. The Churchwardens are very grateful to all those who give their time and skills so generously in so many ways; some are obvious while many are not but are no less valuable.

With the announcement at the end of the year that Claire and Sally will be moving to Wells, St Barnabas enters a period of uncertainty but also one of challenge and potential. That we are in a strong position to move forward is due in no small part to the initiative, energy and care for the parish which Claire, with Sally's support, has brought to Swanmore. The churchwardens, past and present, wish them every success and happiness in the future.

Finance 2020

Examined accounts for 2020 accompany this report.

The closure in March of the church building, the Paterson Centre and Barnaby's, together with the loss of other fundraising opportunities, meant that our regular income was much reduced. In round terms we "lost" compared to 2019:

| | |
|-----------------|---------|
| Collections | £3,000 |
| Fundraising | £6,000 |
| Paterson Centre | £7,000 |
| Barnaby's (net) | £13,000 |

Fortunately, planned giving was stable; unlike many other churches, most of our regular income consists of monthly contributions via the Parish Giving Scheme and a declining number of standing orders. Cash flow was maintained by a donor who gave £10,000 to the General Fund and by the receipt of an £8,000 grant from HCC towards the disabled toilet (the money being spent in 2021).

Our outgoings showed some savings, notably in our Parish Share which was £5,000 less than in 2019, and we spent less on utilities, administration and repairs. Overall the outcome was:

| | |
|--------------------|--|
| Total Income | £100,401 |
| Total Outgoings | £101,850 |
| Deficit | £1,438 |
| Unrestricted Funds | £30,352 (incl Paterson Centre and Barnaby's funds) |
| Restricted Funds | £16,606 (mostly Disabled Facilities fund) |
| Total Funds | £46,958 at 31 December 2020 |

Our support for missions through special Sunday collections on designated Sundays was much reduced but with the collections at drive-in services and donations by individuals it amounted to over £4,000 plus Gift Aid.

Maintenance work continued and included re-surfacing most of the flat roof above the link. The planned disabled toilet project was deferred to 2021, funded by the grant from HCC and money already in a restricted fund. We replaced the kitchen water heater as well as the carpet in Barnaby's and the Paterson Centre entrance. We also relaunched our magazine as *The Swanmore Link* and, via a generous donation in kind, had a new website developed.

The Treasurer records his thanks to Richard Green-Wilkinson for his unfailing assistance and for examining our accounts each year, to Janet and Derrinda for managing cash, to John Austin for managing magazine advertising and to John Sharpe for managing lots of other things.

2020 was an exceptional year for the whole Church of England at national, diocesan and parish levels and much of 2021 will be like it. Income fell at a time when there was a greater need to engage with the population in new ways, and at all sections of the church are trying to do more with, for the now, fewer resources. For St Barnabas, 2021 is likely to be another year of deficit. Parishioners are urged to review their own giving to the church and, if not already members of the Parish Giving Scheme, to consider joining it.

Signed 

The Revd Claire Towns - Vicar 19th April 2021

Correspondence address: The PCC Secretary, c/o The Vicarage, Church Road, Swanmore, SO32 2PA

Registered Charity Number 1128899



The Parish Church of Swanmore, Saint Barnabas

Statement of Financial Activities of the Parochial Church Council for the year ended 31 December 2021

Vicar (Until 10 May 21):
The Reverend Claire Towns
The Vicarage, Church Road
Swanmore, Hampshire

Independent Examiner:
Mr R L Green-Wilkinson FCA
Drovers
Chapel Road
Swanmore
Hampshire

Bank:
Lloyds
The Square
Bishops Waltham
Hampshire

Legal Adviser:
Miss H A G Tyler LLB
Brutton & Co
West End House
West End Fareham
Hampshire

(A Registered Charity No. 1128899)

Independent examiner's report to the PCC of St Barnabas, Swanmore

I report on the accounts for the year ended 31st December 2021, which are set out on pages 1 to 8.

Respective responsibilities of the PCC and the examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with s.130 of the 2011 Act or
- to prepare accounts which accord with these accounting records have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

(Signed)

Date:



3.4.22

Richard Green-Wilkinson FCA
Drovers,
Chapel Road
Swanmore

PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2021

**Statement of financial activities
for the year ending 31 December 2021**

| | | Unrestricted Funds | Designated Funds | Restricted Funds | Endowment Funds | TOTAL 2021 | FUNDS 2020 |
|--|-------|-----------------------|---------------------|---------------------|--------------------|----------------|----------------|
| | Notes | £ | £ | £ | £ | £ | £ |
| INCOMING RESOURCES | | | | | | | |
| Voluntary income | 2(a) | 56,859 | 5,000 | 17,500 | - | 79,359 | 75,090 |
| Activities for generating funds | 2(b) | 1,571 | 200 | - | - | 1,771 | 1,002 |
| Income from investments | 2(c) | 7 | - | - | 8 | 15 | 81 |
| Church activities | 2(d) | 13,906 | 18,701 | - | - | 32,607 | 24,228 |
| TOTAL INCOMING RESOURCES | | 72,343 | 23,901 | 17,500 | 8 | 113,752 | 100,401 |
| RESOURCES EXPENDED | | | | | | | |
| Cost of generating voluntary income | | | | | | | |
| Church activities | 3(a) | 80,204 | 10,431 | 14,803 | - | 105,438 | 101,850 |
| Fundraising trading costs | 3(b) | - | - | - | - | - | - |
| Governance costs | 3(c) | - | - | - | - | - | - |
| TOTAL RESOURCES EXPENDED | | 80,204 | 10,431 | 14,803 | - | 105,438 | 101,850 |
| Net incoming resources before other recognized gains & losses | | | | | | | |
| | | (7,862) | 13,471 | 2,697 | 8 | 8,314 | (1,448) |
| Transfer between funds | | 2,977 | (3,475) | 500 | (8) | (6) | - |
| Loss on investment asset value | 5(b) | - | - | - | (20) | (20) | 10 |
| NET MOVEMENT IN FUNDS | | (4,885) | 9,996 | 3,197 | (20) | 8,288 | (1,438) |
| Balance B/Fwd 1 January | | 11,237 | 19,115 | 16,302 | 304 | 46,958 | 48,395 |
| Balance C/Fwd 31 December | | 6,352 | 29,111 | 19,500 | 283 | 55,246 | 46,958 |

The figures above represent the Incoming and Outgoing Resources in these accounts of the Parochial Church Council of St Barnabas Church, Swanmore. The accounts are presented in accordance with The Charities Act 2011 and "PCC Accountability 2006 5th Edition. A guide to the SORP 2015."

The accounts are presented on an Accruals basis as in previous years.

The notes on Pages 3 to 7 form part of these accounts

Approved by the Parochial Church Council on 24 April 2022

and signed on its behalf by Rev Canon N J Whitehead

Chair of PCC

PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2021

Balance Sheet

at 31 December 2021

| | Notes | <u>2021</u> | <u>2020</u> |
|---|-------|----------------------|----------------------|
| | | £ | £ |
| FIXED ASSETS | | | |
| Tangible | 5(a) | 4,295 | 7,040 |
| Investment | 5(b) | 283 | 304 |
| | | <u>4,578</u> | <u>7,344</u> |
| CURRENT ASSETS | | | |
| Debtors | 6(a) | 3,080 | 4,492 |
| Cash at bank and in hand | 6(b) | 50,456 | 29,088 |
| Short term deposits | 6(c) | 6,751 | 16,744 |
| | | <u>60,287</u> | <u>50,324</u> |
| LIABILITIES | | | |
| Creditors - amounts falling due in one year | 7 | 9,620 | 10,709 |
| NET CURRENT ASSETS | | | |
| | | <u>50,668</u> | <u>39,615</u> |
| TOTAL NET ASSETS | | | |
| | | <u><u>55,246</u></u> | <u><u>46,958</u></u> |
| PARISH FUNDS | | | |
| Unrestricted | 9 | 6,352 | 11,237 |
| Designated | 9 | 29,111 | 19,115 |
| Restricted | 9 | 19,499 | 16,302 |
| Endowment | 9 | 283 | 304 |
| | | <u>55,246</u> | <u>46,958</u> |

PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2021

Notes to the financial statements for the year ended 31 December 2021

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Charities Act 2011, the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2015.

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, except where monies raised are paid into the accounts. In which case they are dealt with and disbursed as any other transaction.

Funds

Endowment Funds are funds, the capital of which must be maintained; only income arising from investment of the 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.

Designated Funds are monies set aside by the PCC out of its unrestricted funds for specifically designated future purposes or projects, but without any binding commitment.

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

Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised 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 received, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross. Accruals where regarded as constructive obligations are included

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the vicar and churchwardens on specific 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). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Individual items acquired subsequently have been in the accounts and depreciated over their economic life.

Equipment used within the church premises is depreciated on a straight-line basis over four years. However, computer and other like equipment is depreciated over three years. Individual items of equipment with a purchase price of under £1,000 are written off when the asset is acquired.

Investments are valued as indicated on Page 6

PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2021

Notes to the financial statements for the year ended 31 December 2021 (continued)

2 INCOMING RESOURCES

| | Unrestricted Funds | Designated Funds | Restricted Funds | Endowment Funds | TOTAL Funds 2021 | 2020 |
|--|-----------------------|---------------------|---------------------|--------------------|---------------------|----------------|
| | £ | £ | £ | £ | £ | £ |
| 2a Voluntary income | | | | | | |
| Planned giving: | | | | | | |
| Gift Aided donations | 7,730 | | | | 7,730 | 8,816 |
| Other donations | 260 | | | | 260 | 260 |
| Parish Giving Scheme | 31,938 | | | | 31,938 | 30,993 |
| Collections at services | 1,660 | | | | 1,660 | 1,007 |
| Gift Collections | 1,081 | | | | 1,081 | - |
| Legacies | | | 17,500 | | 17,500 | - |
| Donations | 3,772 | | | | 3,772 | 12,488 |
| Grants | 500 | 5,000 | | | 5,500 | 8,788 |
| Gift Aid via PGS | 7,519 | | | | 7,519 | 7,279 |
| Gift Aid received direct | 2,398 | | | | 2,398 | 5,459 |
| | 56,859 | 5,000 | 17,500 | - | 79,359 | 75,090 |
| 2b Activities for generating income | | | | | | |
| Open Gardens & Snowdrops | 1,171 | | | | 1,171 | - |
| Social Events | | | | | 0 | 871 |
| Concerts | 284 | | | | 284 | - |
| Other | 116 | 200 | | | 316 | 131 |
| | 1,571 | 200 | - | - | 1,771 | 1,002 |
| 2c Income from investments | | | | | | |
| Dividends & Interest | 7 | | | 8 | 15 | 81 |
| 2d Income from church activities | | | | | | |
| Parish Magazine | 8,736 | | | | 8,736 | 9,333 |
| Paterson Centre | | 5,267 | | | 5,267 | 3,027 |
| Fees | 2,014 | 110 | | | 2,124 | 1,183 |
| Fees - Sequestration acct | 1,194 | | | | 1,194 | |
| Memorial Path | 1,963 | | | | 1,963 | 2,434 |
| Barnaby's | | 13,324 | | | 13,324 | 7,782 |
| Insurance Claims | | | | | - | - |
| Miscellaneous | | | | | - | 469 |
| | 13,906 | 18,701 | - | - | 32,607 | 24,228 |
| Total incoming resources | 72,343 | 23,901 | 17,500 | 8 | 113,752 | 100,401 |

PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2021

Notes to the financial statements (continued)
for the year ended 31 December 2021

| | Unrestricted Funds | Designated Funds | Restricted Funds | Endowment Funds | TOTAL Funds 2021 | FUNDS 2020 |
|--|-----------------------|---------------------|---------------------|--------------------|---------------------|----------------|
| | £ | £ | £ | £ | £ | £ |
| 3 RESOURCES EXPENDED | | | | | | |
| 3a Church Activities | | | | | | |
| Missionary Giving from General Fund | | | | | 0 | 342 |
| Grants to Church School | | | 500 | | 500 | |
| Charitable Donations from Barnaby's <u>Ministry</u> | | 347 | | | 347 | 155 |
| Diocesan Parish Share | 52,098 | | | | 52,098 | 59,834 |
| Casual Duty Fees | 1,188 | | | | 1,188 | - |
| Other ministry costs | 725 | | | | 725 | 1,186 |
| <u>Church running & maintenance</u> | | | | | | |
| Insurance | 2,773 | | | | 2,773 | 2,767 |
| Utilities | 5,870 | | 717 | | 6,588 | 6,492 |
| Repairs & maintenance | 2,114 | 155 | | | 2,270 | 9,783 |
| Additions & Improvements | 839 | | 12,640 | | 13,479 | |
| Depreciation | 2,745 | | | | 2,745 | 2,938 |
| Church services & music | 718 | 110 | | | 828 | 683 |
| Youth & Children's Work | | | | | 0 | 87 |
| Churchyard | 1,607 | | 946 | | 2,552 | 3,010 |
| <u>Administration/Office</u> | | | | | | |
| Wages, honoraria | 2,286 | 1,322 | | | 3,608 | 2,236 |
| Administration | 1,478 | | | | 1,478 | 1,156 |
| <u>Parish Magazine</u> | | | | | | |
| Printing & Materials | 5,546 | | | | 5,546 | 4,168 |
| Postage & Other | 217 | | | | 217 | 407 |
| Barnaby's Trading Costs | | 4,230 | | | 4,230 | 3,962 |
| Barnaby's Other Costs | | 3,962 | | | 3,962 | 2,340 |
| Professional fees & Faculties | | 305 | | | 305 | 302 |
| | 80,204 | 10,431 | 14,803 | - | 105,438 | 101,850 |
| 3b Fundraising trading costs | | | | | | |
| Fundraising Activities | | | | | 0 | - |
| | - | - | - | - | 0 | - |
| 3c Governance | | | | | 0 | - |
| | - | - | - | - | 0 | - |
| Total resources expended | 80,204 | 10,431 | 14,803 | 0 | 105,438 | 101,850 |

4 Staff costs:

During the year the PCC employed a part time admin assistant and a caretaker for the Paterson Centre but no payment was large enough to attract social security costs or pension liability.

PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2021

Notes to the financial statements (continued)
for the year ended 31 December 2021

5 FIXED ASSETS

(a) Tangible

| Asset | Purchase Date | Original Cost | Nominal Life | Value at 01 Jan 21 | Depreciation Charge 2021 | Value at 31 Dec 21 |
|--------------------------|---------------|---------------|--------------|--------------------|--------------------------|--------------------|
| Electric oven | 1 May 17 | 1,570 | 5 years | 325 | 325 | 0 |
| Dishwasher | 1 Apr 19 | 2,388 | 5 years | 750 | 375 | 375 |
| Toshiba photocopier | 1 Oct 19 | 2,280 | 5 years | 900 | 450 | 450 |
| Barnaby's Boiler | 1 Aug 20 | 2344 | 5 years | 1125 | 375 | 750 |
| New Carpet Barnaby's | 14 Jan 20 | 3,676 | 5 years | 2800 | 700 | 2,100 |
| PatCen water heater | 1 Feb 20 | 1,018 | 3 years | 600 | 300 | 300 |
| Copier service agreement | | 660 | 3 years | 540 | 220 | 320 |
| | | | | 7,040 | 2,745 | 4,295 |

Only consecrated and benefice property is held and these are not included (see note page 3) but insurance cover over buildings and contents was provided at a figure of £8.69 million.

(b) Investments Re-valued at 31 Dec 21

| | Value | | Interest | |
|--|-------|------|----------|------|
| | 2021 | 2020 | 2021 | 2020 |
| | £ | £ | £ | £ |
| Churchyard Trust 179 shares @ 158.35 pps | 283 | 304 | 8 | 10 |

Interest £7.97 transferred to General Fund for churchyard maintenance

6 CURRENT ASSETS

| | Unrestricted funds | Designated funds | Restricted funds | 2021 | 2020 |
|---|--------------------|------------------|------------------|--------------|--------------|
| | £ | £ | £ | £ | £ |
| (a) Debtors | | | | | |
| Tax recoverable | 647 | | | 647 | 4,492 |
| Overpaid fees to Diocese | | | | - | - |
| Due from Castle Water (Vicarage) | 150 | | | 150 | |
| Paterson Centre Receipts due at 31 Dec 20 | | 2,284 | | 2,284 | - |
| | 797 | 2,284 | - | 3,080 | 4,492 |

(b) Cash at Bank and (c) Short Term Deposits

| Account | Cash & Un cash'd chq | (b) Current Account | (b) Barnaby's Account | (b) Paterson Centre Acct | Sunday Club Acct | (c) CCLA Deposit | TOTAL |
|------------------|----------------------|---------------------|-----------------------|--------------------------|------------------|------------------|-----------|
| Account No | | 5767 | 8706 | 4887 | 1160 | 1408D | |
| | £ | £ | £ | £ | £ | £ | £ |
| Opening Balances | 61 | 9,507 | 11,650 | 7,830 | 41 | 16,744 | 45,832 |
| Receipts | | 105,605 | 18,886 | 425 | | 7 | 124,923 |
| Payments | (61) | (105,158) | (8,323) | (5) | | | (113,547) |
| Transfers | 0 | 21,825 | (3,600) | (8,250) | 25 | (10,000) | 0 |
| Closing Balances | - | 31,778 | 18,613 | 0 | 66 | 6,751 | 57,207 |

PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2021

Notes to the financial statements (continued)
for the year ended 31 December 2021

| 7 LIABILITIES | Unrestricted funds | Designated funds | Restricted funds | Total 2021 | Total 2020 |
|---|--------------------|------------------|------------------|------------|------------|
| | £ | £ | £ | £ | £ |
| Magazine advertising revenue in advance | 6,660 | | | 6,660 | 6,845 |
| Fees due to Diocese | 197 | | | 197 | 191 |
| Parish Share outstanding | | | | - | 899 |
| Payments due to charities and missions | 1,987 | | | 1,987 | 1,710 |
| Unpaid invoices | 775 | | | 775 | 1,064 |
| Amounts falling due in one year | 9,620 | - | - | 9,620 | 10,709 |

| 8 ANALYSIS OF NET ASSETS by funds | Unrestricted funds | Designated funds | Restricted funds | Endowment funds | Total 2021 |
|--|--------------------|------------------|------------------|-----------------|------------|
| | £ | £ | £ | £ | £ |
| Tangible fixed assets | 4,295 | | | | 4,295 |
| Investment fixed assets | | | | 283 | 283 |
| Current assets | 57,207 | | | | 57,207 |
| Liabilities - falling due in one year | (16,465) | | | | (16,465) |
| | 6,352 | 29,111 | 19,499 | 283 | 55,246 |

| 9 FUNDS | Bal b/fwd 31 Dec 20 | Income | Expenditure | Transfers, Other gains and losses | Bal at 31 Dec 21 |
|----------------------------------|---------------------|--------|-------------|-----------------------------------|------------------|
| | £ | £ | £ | £ | £ |
| <u>Unrestricted Funds</u> | | | | | |
| General Fund | 11,237 | 72,343 | 80,204 | 2,977 | 6,352 |
| <u>Designated Funds</u> | | | | | |
| Flower | 85 | 310 | 110 | | 285 |
| Sunday Club | 141 | | | 25 | 166 |
| Children's Outreach | 700 | | | | 700 |
| Paterson Centre Operating | 5,885 | 5,267 | 1,079 | | 10,073 |
| Barnaby's | 12,304 | 18,324 | 9,241 | (3,500) | 17,887 |
| | 19,115 | 23,901 | 10,431 | (3,475) | 29,111 |
| <u>Restricted Funds</u> | | | | | |
| Missions | - | | 500 | 500 | 0 |
| Churchyard Maintenance | - | 17,500 | 1,663 | | 15,837 |
| Disability Improvements | 14,154 | | 12,640 | | 1,514 |
| Handbells | 1,762 | | | | 1,762 |
| Incumbent's Discretionary | 387 | | | | 387 |
| | 16,302 | 17,500 | 14,803 | 500 | 19,499 |
| <u>Endowment Funds</u> | | | | | |
| Churchyard Trust | 304 | 8 | 20 | (8) | 283 |
| | 304 | 8 | 20 | (8) | 283 |

PAROCHIAL CHURCH COUNCIL OF SWANMORE, ST BARNABAS - ACCOUNTS FOR 2021

Additional information to the accounts for the year ended 31 December 2021

10a

Paterson Centre Operating

| | <u>2021</u> | <u>2021</u> |
|-----------------------|--------------|--------------|
| | Income | Expenditure |
| | £ | £ |
| Hall Hire | 5,267 | |
| Caretaking | | 979 |
| Heat/Light/Water | | 2985 |
| (including Barnaby's) | | |
| Maintenance | | 670 |
| Surplus for year | | 633 |
| Totals | <u>5,267</u> | <u>5,267</u> |

10b

Barnaby's Operating

| | <u>2021</u> | <u>2021</u> |
|---------------------|---------------|---------------|
| | Income | Expenditure |
| | £ | £ |
| Trading Income | 13,324 | |
| Cost of Sales | | 4,230 |
| Equipment etc | | 2,742 |
| Charges etc | | 613 |
| Administration | | 305 |
| Other costs | | 607 |
| Gifts and Donations | | 847 |
| Facilities charges | | 3,000 |
| Surplus for year | | 980 |
| | <u>13,324</u> | <u>13,324</u> |

Missionary & charitable giving

10c

The following missions and charities were supported:

| <u>By special collections in Church*</u> | | <u>By donations from Barnaby's</u> | |
|--|--------------|------------------------------------|------------|
| Christian Aid | 616 | Christian Aid | 100 |
| Friends Without Borders | 445 | Macmillan Cancer Spt | 144 |
| Children's Society | 445 | Poppy Appeal | 83 |
| Royal British Legion | 413 | Children's Society | 20 |
| St George Foundation | 445 | School Xmas Appeal | 500 |
| School Xmas Appeal | 2,251 | | |
| Macmillan Cancer Support | 496 | | |
| Total | <u>5,111</u> | Total | <u>847</u> |

* All figures before Gift Aid added

10d

Fundraising Events for Church Funds

| | |
|--------------|--------------|
| Open Gardens | 1,171 |
| Concerts | 284 |
| Other | 116 |
| Total | <u>1,571</u> |

Open Gardens also raised 724
for Rowans Hospice

Independent examiner's report to the PCC of St Barnabas, Swanmore

I report on the accounts for the year ended 31st December 2021, which are set out on pages 1 to 8.

Respective responsibilities of the PCC and the examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with s.130 of the 2011 Act or
- to prepare accounts which accord with these accounting records have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

(Signed)

Date:



3.4.22

Richard Green-Wilkinson FCA
Drovers,
Chapel Road
Swanmore