

St James' by the Park



**THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

REPORT AND FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 DECEMBER 2020**

CHARITY NUMBER: 1130875

**ABRAHAM & DOBELL
230 Shirley Road
Southampton
SO15 3HR**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 DECEMBER 2020**

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

TRUSTEES' ANNUAL REPORT

**FOR THE YEAR ENDED
31 DECEMBER 2020**

The trustees present their Annual Report and Financial Statements of The Parochial Church Council of the Ecclesiastical Parish of St James, Shirley, Southampton (the PCC) for the year ended 31 December 2020.

The Financial Statements comply with the Trust Deed, the Church Accounting Regulations 2006, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their Financial Statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

REFERENCE AND ADMINISTRATIVE INFORMATION

The Parochial Church Council of the Ecclesiastical Parish of St James, Shirley, Southampton encompasses two churches, these being St James' Church, St James' Road, Shirley, Southampton and St John's Church Centre, St James' Road, Shirley, Southampton.

Charity Name: The Parochial Church Council of the Ecclesiastical Parish of St James, Shirley, Southampton

Charity Registration Number: 1130875

Correspondence Address: 133 Church Street, Southampton, Hampshire, SO15 5LW

The Parochial Church Council of the Ecclesiastical Parish of St James, Shirley, Southampton was granted charitable status on 30 July 2009.

Parochial Church Council Trustees

PCC Members, who are the charity's trustees, who served during 2020 were:

Incumbent:	Reverend Dan Clark	Chairman	App	26.06.12		
Wardens:	Peter Craggs		App	23.04.18	Res	12.10.20
	Simon Clift		App	03.04.19		
Elected Members:	Hannah Brown		App	03.04.17	Res	12.10.20
	Sam Taylor		App	03.04.17	Res	12.10.20
	Helen Bathard		App	13.11.17	Res	12.10.20
	Jayne Crispin		App	23.04.18		
	Sheree Drury		App	23.04.18		
	Julz Evans		App	03.04.19		
	Tamsyn Langton		App	03.04.19		
	Nick Smith		App	03.04.19		
	Tara Watson		App	03.04.19		
	Laura Borthwick		App	12.10.20		
	Aimee Whitfield		App	12.10.20		

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

REFERENCE AND ADMINISTRATIVE INFORMATION (CONTINUED)

Clergy:	Reverend Georgia Condell	App	12.10.20	
	Reverend Lena Phillips	App	05.07.15	
General Synod:	Simon Clift	App	01.10.15	
Diocesan Synod:	Esther Clift	App	01.08.15	
Deanery Synod:	David Bates	App	23.03.14	
	David Wagstaff	App	23.03.14	
	Rosie Brooks	App	03.04.19	
Advisors to PCC in Attendance:	Theresa Bowen	Secretary		
	David Phillips	Treasurer		
	Katy Barnes			
Paid Staff:	Theresa Bowen			
	Josh Cook			
	Paul Lambert	App	01.10.20	
	Rich Lomath			Res 31.12.20
Our Advisors:				
Bankers:	National Westminster Bank Plc			
	1 Romsey Road, Shirley, Southampton, SO16 4GT			
	Nationwide Building Society			
	Kings Park Road, Moulton Park, Northampton, NN3 6NW			
Independent Examiner:	Abraham & Dobell			
	230 Shirley Road, Southampton, SO15 3HR			

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

OUR PURPOSES AND ACTIVITIES

The purpose of the PCC is:

1. to co-operate with the incumbent (vicar) in promoting, in the parish, the whole mission of the church; and
2. to raise appropriate matters for debate at diocesan or deanery synod level.

In practice, that means that the **role of the PCC** is to confer on all matters relating to the life, ministry, worship, service, evangelism and buildings of the parish, to discuss and decide on (within its statutory powers) the strategy and policy of the church. In order to achieve this, members will need both to canvass opinions within the church and initiate discussion in areas needing fresh attention.

Public Benefit Statement

All of our activities are undertaken to further our charitable purposes for the public benefit. In planning our activities for the year we have considered the Charity Commission's guidance on public benefit, including the guidance 'Public Benefit: Running a Charity (PB2)' and, in particular, the supplementary guidance on charities for the advancement of religion.

St James' by the Park - Identity, purpose, values, vision

Who are we (identity)?

We are ordinary people following the extraordinary Jesus together

Why do we exist (purpose)?

We exist to Go deeper (with God), Grow closer (to each other), Reach further (with the good news of Jesus).

How should we act (values)?

We want everything we do as a church to be:

God-dependent, grace-filled, Bible-based, mission-focused, authentic community

Where are we going (vision)?

In the light of the pandemic, this is under review.

What is God calling us to focus on (our mission focus areas)?

A few years ago, we discerned that God was calling us to focus on:

Families and children; teenagers; older people; the environment; inter-cultural relations; financial hardship; mental wellbeing.

In the light of the pandemic, some of this might change.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

ACHIEVEMENTS AND PERFORMANCE

Sunday Service Attendance

Due to COVID-19 restrictions the majority of services conducted during the year were on-line.

Average devices (households) = 75.

Vicar's Review of the Year and Plans for Future Periods

Ministry:

2020 was obviously dominated by the COVID-19 pandemic. I was humbled by the way many people stepped into new roles to enable us to begin streaming services online. I was saddened that most of our usual activities were put on pause. I was heartened that other activities re-imagined themselves and that the every-member-caring-for-each-other pastoral work continued and even deepened. I rejoiced that together as a church community, we donated significant amounts to help those struggling financially because of the pandemic, both locally and in Africa.

The pandemic prompted us to lean on God more, and it was hugely beneficial to spend time as a church in the Autumn thinking about and practicing 'Listening to God'. Obviously, we need to continue doing this – but all the more if and when we begin to emerge from the pandemic. What we will be as a church won't be the same as what we were.

Staff:

It was a pleasure to welcome Georgia Condell onto the staff team as a self-supporting (and part time) Curate. It was a shame that her ordination was delayed and then severely changed by the pandemic, but her ministry will be rich and warmly received.

Lena Phillips has continued as our Associate Minister (part time) and Katy Barnes has become our Pastoral Chaplain (part time). Together they have taken a key role in ensuring our pastoral ministry continues in very changed circumstances.

Josh Cook (youth worker) and Theresa Bowen (administrator) have both ably adjusted to very different ministry requirements and working environments.

We also welcomed Paul Lambert as a part-time Assistant Leader in November, to help share some of the management role with me, to help us as we continue to discern our vision and direction as a church, and to help ensure that vision becomes reality. Paul is also considering a call to ordination.

I reluctantly and unexpectedly received Rich Lomath's resignation as our Families, Children and Primary schools' Lead at Christmas. We are reviewing that role before hopefully re-appointing someone to a similar position with more paid hours.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Vicar's Review of the Year and Plans for Future Periods (Continued)

Staff (Continued):

I am deeply grateful for all our staff: they work extremely hard in the service of our Lord and all of us.

Buildings:

Sadly our progress with selling St John's and exploring options for transforming St James' and the Parish Hall were put on hold by the pandemic. However, work towards those is now underway again, and we trust that the Lord will show us how we should be using and developing these buildings to serve his Kingdom purposes in this area.

FINANCIAL REVIEW

The PCC's total income for 2020 amounted to £278,327 (2019 - £297,031).

Net expenditure was £255,170 (2019 - £246,547).

This resulted in a net surplus for the year of £23,157 (2019 – net surplus £50,484).

	2020 £	2019 £
Total Income	278,327	297,031
Net Expenditure	255,170	246,547
	—————	—————
Net Surplus / (Defecit)	£23,157	£50,484
	—————	—————

The PCC's total income decreased by £18,704 (2019 - increased by £19,715) in the year, whilst gross expenditure increased by £8,623 (2019 - declined by £28,414).

The majority of the decline in income, £11,801, came in 'Income from Charitable Activities' where the renting of church property was severely curtailed by COVID-19 restrictions.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

FINANCIAL REVIEW (CONTINUED)

A year on year decline of £6,903 in 'Income from Donations and Legacies' was ostensibly due to the 'one-off' benefit of releasing a Gift Aid accrual of £5,268 in 2019.

The main areas of donor income were:

	2020	2019
	£	£
Planned Giving	210,320	199,467
Donations	2,000	11,131
Tax Recovered : Gift Aid	47,019	52,161

Planned Giving and Donations are best viewed collectively due to the re-classification of some donor sources which have extended beyond a year and are now regarded as 'repeating' rather than 'one-off'. The combined view shows a slight year on year increase of £1,722.

Gift Aid at £47,019 approximated the underlying prior year comparator of £46,893, which had been accentuated by the release of a prior year accrual of £5,268 in 2019.

Total costs of £255,170 increased by £8,623 compared to £246,547 in 2019 and were significantly lower than the annual budget set at £296,760, due to lower activity coupled with development plans being 'shelved' in the light of COVID-19.

The main areas of cost were:

	2020	2019
	£	£
Common Mission Fund	104,603	103,200
Lay Staff Salaries	74,596	68,004
Buildings (maintenance, insurance and utilities)	28,292	27,039
Donations - UK & Overseas Missions	13,071	12,250

Payment of £104,603 to the Diocesan Common Mission Fund was as requested, increasing by £1,403 from 2019.

Annual salary costs increased by £6,592 predominantly due to the engagement of Paul Lambert (Assistant Leader) in November and Suzanne Bochel (Safeguarding Administrator) in May.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

FINANCIAL REVIEW (CONTINUED)

Annual expenditure on buildings increased by £1,253, with the following elements representing the most significant year on year changes:

Building Works Increased by £5,833: Architects' Fees (£2,542), Bat Survey (£1,896),
Legal Fees - Sale of St Johns (£1,500)

St.James Increased by £2,154: Window Replacement (£1,280), Screening (£634)

Parish Hall Decreased by £5,250: Replacement Flooring (£5,250)

St Johns Decreased by £816: Replacement Pump (£458), Dehumidifiers (£226)

Giving to UK & Overseas Missions increased by £821 year on year due to the following:

Increase CMS General £500: CMS Latin America & Iberia £500: Enable Busoga £500:
Tear Fund £1,100: SCM £951

Decrease Friends International £1,250: SCRATCH £730: A Rocha £500: Cyclone Idai
£250

We entered the year with a Cash balance of £138,978 and closed with £157,914. The increase of £18,936 was predominantly due the net income of £23,157, reduced by £4,221 which was the net effect of an increase in debtors of £12,989 offset by increased liabilities to creditors of £8,768.

The annual surplus of £23,157 outperformed the 'deficit' operating budget predicted in last years published accounts of £27k by virtue of enhanced levels of income amounting to £8,907 (Actual = £278,327 vs Budget = £269,420) and lower than anticipated expenditure of £41,590 (Actual = £255,170 vs Budget = £296,760).

Outlook

The PCC's plans to re-invest a large proportion of its' £50k 2019 surplus to resource the future development of mission focus areas, by managing a 'deficit' operating budget in 2020 was curtailed by the impact of COVID-19.

These reserves have been supplemented by a further surplus in 2020 emanating from a largely unchanged donor income base coupled with lower than anticipated expenditure due to lower activity levels (limited by COVID-19 restrictions).

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

FINANCIAL REVIEW (CONTINUED)

Outlook (Continued)

The PCC remains committed to re-investing previous financial surpluses into projects which are commensurate with advancing its' mission goals but is aware that this will, in part be regulated by the pace at which the UK returns to the 'new normal'. As such it has set a 'deficit' budget of £16k for 2021 established on the assumption of 6 months' activity (Jan-Jun) subject to COVID-19 restrictions and 6 months' (Jul-Dec) of normal activity.

COVID-19

Given the manner in which the constraints of lockdown have changed the nature of operating parish business and its associated cost base, coupled with the uncertainties surrounding future economic recession and employment upon income, the PCC will continue to monitor financial outcomes on a frequent basis.

Reserves Policy and Going Concern

It is the policy of the PCC to maintain unrestricted funds at a level which will enable the PCC to cover its ongoing expenditure. The members of the PCC are of the view that the PCC is a going concern.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Parochial Church Council of the Ecclesiastical Parish of St James, Shirley, Southampton is a body established by the Church of England. The PCC operates under the PCC Powers Measure. The PCC is a charity registered with the Charity Commission on 30 July 2009, number 1130875.

STRUCTURE, GOVERNANCE AND MANAGEMENT (CONTINUED)

Recruitment and Appointment of PCC Members, Induction and Training

The method of appointment of PCC members is that PCC members must be on the Electoral Roll. They are elected at the Annual Parochial Church Meeting for a three year term of office. New members are given induction into the responsibilities and methods of procedure of the PCC. All church attendees are encouraged to register on the Electoral Roll and can stand for election to the PCC.

Risk Management

The major risks to which the PCC is exposed, as identified by the members, have been reviewed and systems or procedures have been established to manage those risks.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

RESPONSIBILITIES OF THE TRUSTEES (CONTINUED)

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare Financial Statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing those Financial Statements the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the Financial Statements; and
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the Financial Statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008, the provisions of the trust deed and the Church Accounting Regulations 2006. They are also responsible for safeguarding the assets of the charity and, hence, for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INDEPENDENT EXAMINER

A resolution to re-appoint Abraham & Dobell as Independent Examiner for the ensuing year will be proposed at the Annual Church Meeting.

Approved by the trustees on 26 April 2021 and signed on their behalf by:

.....
REVEREND D CLARK
CHAIRMAN

.....
D PHILLIPS
TREASURER

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON
FOR THE YEAR ENDED
31 DECEMBER 2020

I report to the charity trustees on my examination of the accounts of the Parochial Church Council of the Ecclesiastical Parish of St James, Shirley, Southampton, (the Trust) for the year ended 31 December 2020.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

INDEPENDENT EXAMINER'S STATEMENT

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

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 Trust 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 requirements that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

**INDEPENDENT EXAMINER'S REPORT
(CONTINUED)**

**TO THE TRUSTEES OF
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

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.

.....
**DAVID J MANT FCA
INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND & WALES**

**230 Shirley Road
Southampton
SO15 3HR**

26 April 2021

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

STATEMENT OF FINANCIAL ACTIVITIES

**FOR THE YEAR ENDED
31 DECEMBER 2020**

	Notes	Unrestricted Funds £	Total Funds 2020 £	2019 £
INCOME				
Donations and legacies	2	267,448	267,448	274,351
Charitable activities	3	10,879	10,879	22,680
TOTAL INCOME		278,327	278,327	297,031
EXPENDEDITURE				
Charitable activities	4	255,170	255,170	246,547
TOTAL EXPENDITURE		255,170	255,170	246,547
NET INCOME FOR THE YEAR		23,157	23,157	50,484
NET MOVEMENT IN FUNDS FOR THE YEAR		23,157	23,157	50,484
RECONCILIATION OF FUNDS				
Total Funds Brought Forward		241,557	241,557	191,073
Total Funds Carried Forward		£264,714	£264,714	£241,557

The Statement of Financial Activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

The notes on pages 14 to 25 form part of these Financial Statements

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

BALANCE SHEET

AS AT 31 DECEMBER 2020

	Notes	2020 £	2019 £
FIXED ASSETS			
Tangible fixed assets	8	103,500	103,500
		<hr/>	<hr/>
TOTAL FIXED ASSETS		103,500	103,500
CURRENT ASSETS			
Debtors	9	25,886	12,897
Cash at bank and in hand	10	157,914	138,978
		<hr/>	<hr/>
TOTAL CURRENT ASSETS		183,800	151,875
LIABILITIES			
Creditors: Amounts falling due within one year	11	22,586	13,818
		<hr/>	<hr/>
NET CURRENT ASSETS		161,214	138,057
		<hr/>	<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES/NET ASSETS	13	£264,714	£241,557
		<hr/>	<hr/>
THE FUNDS OF THE CHARITY	14		
Unrestricted income funds		£264,714	241,557
		<hr/>	<hr/>
TOTAL CHARITY FUNDS		£264,714	£241,557
		<hr/>	<hr/>

Approved by the trustees on 26 April 2021 and signed on their behalf by:

.....
REVEREND D CLARK
CHAIRMAN

.....
D PHILLIPS
TREASURER

The notes on pages 14 to 25 form part of these Financial Statements

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 DECEMBER 2020**

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the Financial Statements are as follows:

(a) Basis of Preparation

The PCC is a public benefit entity within the meaning of FRS 102.

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their Financial Statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Church Accounting Regulations 2006.

The Financial Statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value where applicable.

The Financial Statements include all transactions, assets and liabilities for which the PCC is responsible in law.

They do not include the Financial Statements of Church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

The Financial Statements are prepared in sterling, which is the functional currency of the PCC. Monetary amounts are rounded to the nearest £.

(b) Income Recognition Policies

This section describes how the PCC will account for money and other assets received by them. The main headings are the accounting groups to comply with the requirements of the SOFA.

(i) Donations and Legacies

Grants and donations are recognised when any pre-conditions preventing their use have been met.

Collections are recognised when made.

Amounts promised under Gift Aid are recognised only when honoured by the donor.

Income Tax recoverable on Gift Aid donations is recognised when the donation is recognised.

Funds raised by Parish events are accounted for gross.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

1. ACCOUNTING POLICIES (CONTINUED)

(b) Income Recognition Policies (Continued)

(i) Donations and Legacies (Continued)

Donated services and facilities are included at the value to the PCC where this can be quantified. The value of services provided by volunteers has not been included in these Financial Statements.

Legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

(ii) Income from Charitable Activities

Parochial fees due to the PCC for weddings, funerals and other activities are accounted for on an event by event basis.

Income from sales of books, magazines, Traidcraft goods and all other items are accounted for gross.

Rental income from the letting of Church premises is accounted for when earned.

(iii) Investment Income

Interest is accounted for when due. Tax recoverable on such income is accrued on the same basis.

(iv) Other Income

Other ordinary income will be accounted for as soon as the PCC is advised of its entitlement and the likely sum due.

(c) Expenditure

Expenditure is recognised on an accruals basis where there is a legal or constructive obligation and settlement is probable and quantifiable. Expenditure includes VAT as the PCC is not VAT registered and is reported as part of the expenditure to which it relates.

(i) Charitable Activities

Grants and donations are accounted for when paid or when promised under a formal agreement. Unpaid grants and donations will be shown as a creditor in the Balance Sheet.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

1. ACCOUNTING POLICIES (CONTINUED)

(c) Expenditure (Continued)

(i) Charitable Activities (Continued)

The Diocesan Common Mission Fund is accounted for when payable and any share unpaid at 31 December is shown as a creditor in the Balance Sheet.

Rent due on facilities is accounted for when the facility is used and any rent unpaid at 31 December is shown as a creditor in the Balance Sheet.

All other costs are accounted for when due and any unpaid at 31 December are shown as a creditor in the Balance Sheet.

(ii) Support Costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

(iii) Governance Costs

These include those costs associated with meeting the statutory requirements of the PCC.

(d) Fixed Assets

(i) Consecrated Land and Buildings and Movable Church Furnishings

Consecrated and beneficed property is excluded from the statutory definition of 'charity' by sections 10(2)(a) and (c) of the Charities Act 2011.

No value is placed on movable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be an inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off.

(ii) Other Land and Buildings

Other land and buildings held on behalf of the PCC for its own purposes is valued at cost or market value. No depreciation is charged against such properties but any expenditure on maintenance or improvement is written off as incurred.

(iii) Other Fixtures, Fittings and Office Equipment

Equipment purchased or donated to the church is depreciated on a straight line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off in the period in which the asset is acquired.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

1. ACCOUNTING POLICIES (CONTINUED)

(e) Debtors

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove uncollectable.

(f) Cash at Bank

Short term deposits include cash held on deposit at the bank.

(g) Creditors and Provisions

Creditors and provisions are recognised where the PCC has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

(h) Taxation

The PCC is exempt from taxation on its charitable activities.

(i) Fund Accounting

Unrestricted Funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

Restricted Funds are those funds that must be spent on restricted purposes. All other money and assets are part of the Unrestricted Funds. The purpose of any Restricted Funds is noted in the Financial Statements.

(j) Financial Instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

(k) Significant Judgements and Estimates

Preparation of the Financial Statements may require the trustees to make significant judgements and estimates. There are no items in the Financial Statements where judgements and estimates would have a significant effect on amounts recognised in the Financial Statements.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Total Funds 2020 £	2019 £
Planned giving	210,320	210,320	199,467
Collections - normal service	2,349	2,349	3,957
Envelopes	3,682	3,682	5,202
Donations	2,000	2,000	11,131
Other giving	1,078	1,078	1,933
Legacies	1,000	1,000	500
Income Tax recoverable on covenants	47,019	47,019	52,161
	<hr/>	<hr/>	<hr/>
	£267,448	£267,448	£274,351
	<hr/>	<hr/>	<hr/>

In 2019 the income from donations and legacies of £274,351 was unrestricted.

There were no donated services and facilities receivable which could be quantified in the year (2019 - none).

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2020 £	2019 £
Fees	6,140	6,140	5,444
Rent - Parish Hall	3,362	3,362	11,618
Rent - Others	1,200	1,200	5,142
Sales	177	177	476
	<hr/>	<hr/>	<hr/>
	£10,879	£10,879	£22,680
	<hr/>	<hr/>	<hr/>

In 2019 the income from charitable activities of £22,680 was unrestricted.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

4. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	Church Activities £	Total Funds 2020 £	2019 £
Donations - UK and overseas Missions	13,071	13,071	12,250
School hire	281	281	967
General running	6,296	6,296	9,500
Insurance	5,300	5,300	5,179
Maintenance	15,148	15,148	11,995
Music and worship	5,162	5,162	2,802
Diocesan Common Mission Fund	104,603	104,603	103,200
Staff salary	45,305	45,305	40,972
Staff/Workers and visitors' expenses	3,336	3,336	2,620
Training	1,698	1,698	3,456
Utilities	7,844	7,844	9,865
Youth and other events	9,037	9,037	7,330
Printing and copying	1,550	1,550	1,647
Fee expenses	3,405	3,405	3,500
Depreciation	-	-	1,757
Support costs	32,284	32,284	28,657
Governance costs	850	850	850
	<hr/>	<hr/>	<hr/>
	£255,170	£255,170	£246,547
	<hr/>	<hr/>	<hr/>

In 2020 the expenditure on charitable activities of £255,170 was unrestricted (2019 - £246,547 was unrestricted).

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

5. ANALYSIS OF SUPPORT AND GOVERNANCE COSTS

The PCC identifies the costs of its support function. It then identifies those costs which relate to the governance function. The PCC allocates the support and governance costs entirely to the unrestricted expenditure (note 4).

	General Support £	Governance £	Total Funds £	Basis of Apportionment
Administrator's costs	29,291	-	29,291	Usage
Office costs	2,993	-	2,993	Usage
Professional costs	-	850	850	Governance
	<hr/>	<hr/>	<hr/>	
	£32,284	£850	£33,134	
	<hr/>	<hr/>	<hr/>	

6. NET INCOME/(EXPENDITURE) FOR THE YEAR

	2020 £	2019 £
This is stated after charging:		
Professional costs	850	850
Depreciation	-	1,757
	<hr/>	<hr/>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

**7. ANALYSIS OF STAFF COSTS AND TRUSTEES' REMUNERATION
AND EXPENSES**

	2020	2019
	£	£
Salaries and wages	72,681	61,772
Social Security costs	1,443	1,974
Pension costs	4,093	3,838
	<hr/>	<hr/>
	£78,217	£67,584
	<hr/>	<hr/>

The average number of employees during the year was 3 (2019 - 3).

No employee received emoluments in excess of £60,000 (2019 - none).

No payments or expenses were paid to any trustee, persons closely connected to them or related parties, apart from:

	2020	2019
	£	£
Reverend D Clark	1,445	618
Reverend Lena Phillips	517	433
	<hr/>	<hr/>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

8. TANGIBLE FIXED ASSETS

	133 Church Street £	Parish Hall £	Equipment £	Total £
Cost				
At 1 January 2020	48,500	55,000	7,028	110,528
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2020	48,500	55,000	7,028	110,528
	<hr/>	<hr/>	<hr/>	<hr/>
Depreciation				
At 1 January 2020	-	-	7,028	7,028
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2020	-	-	7,028	7,028
	<hr/>	<hr/>	<hr/>	<hr/>
Net Book Values				
At 31 December 2020	£48,500	£55,000	£-	£103,500
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2019	£48,500	£55,000	£-	£103,500
	<hr/>	<hr/>	<hr/>	<hr/>

The Parish Hall was valued at £55,000 during the year to 31 December 1997. This value has been included in these Financial Statements for the year ended 31 December 2020.

9. DEBTORS

	2020 £	2019 £
Other debtors	25,523	12,053
Prepayments	363	844
	<hr/>	<hr/>
	£25,886	£12,897
	<hr/>	<hr/>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

10. CASH AT BANK AND IN HAND

	2020	2019
	£	£
Bank account	77,771	138,833
Bank saving	80,000	-
Cash in hand	143	145
	<hr/>	<hr/>
	£157,914	£138,978
	<hr/>	<hr/>

11. CREDITORS: Amounts falling due within one year

	2020	2019
	£	£
Other creditors	6,517	2,212
Accruals	14,546	10,433
PAYE and NIC	1,523	1,173
	<hr/>	<hr/>
	£22,586	£13,818
	<hr/>	<hr/>

12. FINANCIAL INSTRUMENTS

Financial instruments measured at amortised cost comprise the following:

	2020	2019
	£	£
Financial assets that are debt instruments	-	-
Financial liabilities that are debt instruments	14,546	10,433
	<hr/>	<hr/>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Funds £	2020 Total Funds £	2019 Total Funds £
Fixed assets	103,500	103,500	103,500
Cash at bank and in hand	157,914	157,914	138,978
Other net current assets/(liabilities)	3,300	3,300	(921)
	<hr/>	<hr/>	<hr/>
	£264,714	£264,714	£241,557
	<hr/>	<hr/>	<hr/>

14. ANALYSIS OF CHARITABLE FUNDS

	At 01.01.20 £	Incoming Resources £	Outgoing Resources £	At 31.12.20 £
Analysis of Movements in Unrestricted Funds				
General Fund	241,557	278,327	255,170	264,714
	<hr/>	<hr/>	<hr/>	<hr/>
Total Unrestricted Funds	241,557	278,327	255,170	264,714
	<hr/>	<hr/>	<hr/>	<hr/>
Total Funds	£241,557	£278,327	£255,170	£264,714
	<hr/>	<hr/>	<hr/>	<hr/>

Unrestricted Funds comprise those general funds which the PCC is free to use in accordance with the charitable objects.

Restricted Funds are funds which have been given for particular purposes and projects.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2020**

15. DONATIONS OVER £500

The following people/groups were allocated with donations in the year:

SCRATCH	2,520.00
C M S General	2,500.00
C M S - Latin America & Iberia	2,500.00
Enable Busoga	2,500.00
Tear Fund	1,100.00
A Rocha	1,000.00
Southampton City Mission	950.80

Money for these agencies outside the parish was collected from the congregation and wholly paid directly to them during 2020.

16. RELATED PARTY TRANSACTIONS

There were no related party transactions arising in the year to 31 December 2020 (2019 - £nil).

17. CONTINGENT LIABILITIES

The charity had no contingent liabilities as at 31 December 2020 (2019 - £nil).

18. CAPITAL COMMITMENTS

The charity had no capital commitments at 31 December 2020 (2019 - £nil).

19. POST BALANCE SHEET EVENTS

The charity has no post Balance Sheet events (2019 - £nil).

20. TAXATION

As a registered charity, the income is generally exempt from tax by reason of its charitable objects and activities.