

TRUSTEES' ANNUAL REPORT and FINANCIAL REPORT

**The Parochial Church Council of the Ecclesiastical Parish
of Southbourne with West Thorney**

St John's Church, Stein Road, Southbourne, Hampshire PO10 8LB

Registered Charity no. 1130876

For the year ended 31st December 2020



The Love Southbourne Team

1000 Food boxes supplied during lockdown

150 to 200 people received regular support every week

Thank you for your donations of food and money!

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Website: www.stjohnssouthbourne.com

Incumbent: The Revd Matt Luff

The Vicarage, 271 Main Road, Southbourne PO10 8JE

Independent examiner: Mr E Thompson

Bankers: Lloyds Bank

Havant Branch, 4 West St, Havant, Hants PO9 1PE

During the year, the following served as members of the Parochial Church Council and as trustees:

Incumbent: The Revd Mathew Luff- Chairman

Church Wardens: Jon Robinson

Sue McNeill

Elected Members: Gill Prosser- PCC Secretary until October 2020

Sarah MacLennan- PCC Secretary from October 2020

Dr Alan McNeill – Treasurer

Christine Liddle – Safeguarding officer

Barbara Simmonds

Jane Inglis

James Webb

John Temple

For St Nicholas: Andy Walkley

Deanery Synod Representatives:

Tim Marsden

Barbara Wilson

Anne Poulter

Financial Review 2020

Thank you for your generous support for St Johns, Southbourne and St Nicholas, West Thorney. This year has been very challenging financially because of the Covid19 pandemic. Our churches have been closed for worship for much of the year and numbers of worshipers have been very restricted due to government social distancing rules. As a result, there has been little income from money donated at church services, Coffee Connect or fees from the rental of the church centre. The PCC has made every effort to reduce the costs of running the church. Regular services and teaching have continued on the internet and via the church website.

This year the PCC has introduced the Parish Giving Scheme (PGS). The PCC would like to encourage all church members to give regularly every month by Direct Debit. Chichester Diocese pays for the administration of the PGS which claims Gift Aid from HMRC for us. This saves us a huge amount of administrative work for the Financial Team. Thank you to all of you who have signed up for PGS.

The accounts this year are prepared on a Receipts and Payments basis. Some figures may differ from last year's accounts which were prepared on an Accruals basis.

Total receipts were £150,020 this year and total expenditure was £159,585. £22,000 is owed to us by HMRC which we will receive in early 2021. Total unrestricted funds, which is money that is available to the PCC to spend on the general running of the church, was £94,544.

£68,035 was contributed to the Diocesan parish share which goes towards providing the stipends and housing for the vicar and for the many other support services provided by Chichester Diocese including Church of England schools.

£4,859 was given as charitable grants and donations to mission. £26,439 was spent on the upgrade of the church paths to improve access from the church car park and for essential Quinquennial repairs to St Johns church roof and tower.

Thank you for your generous donations of money and food have provided up to 50 boxes of food and essential supplies a week for 20 weeks during lockdown. Each box provided supplies for 3 to 4 people. Our thanks to the Love Southbourne Team and all the volunteers for their amazing and dedicated work making up the food boxes and delivering vital supplies to those in need in the community.

Dr Alan McNeill

Treasurer

Notes to the Annual Financial Report

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

Analysis of money paid in:	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2020	Total All Funds 2019	Notes
	General Fund	Designated Funds					
	£	£	£	£	£	£	
Planned giving (excl. tax refunds)	89,780	-	-	-	89,780	88,941	
Appeals and Donations	17,897	-	1,989	-	19,886	25,941	
Parish Giving Scheme	9,151	-	-	-	9,151	-	
Gift Aid recovered	12,839	-	-	-	12,839	35,823	
Grants	8,000	-	-	-	8,000	18,090	9
Other income	894	-	-	-	894	403	
		-	-	-	-	-	
		-	-	-	-	-	
Donations	138,561	-	1,989	-	140,549	169,197	
Fees for weddings & funerals	2,704	-	-	-	2,704	2,524	
Coffee Connect income	2,561	-	-	-	2,561	5,482	
Social Events		-	-	-	-		
Charitable activities	5,265	-	-	-	5,265	8,006	
Church centre hiring fees	528	-	-	-	528	3,684	
Printing contributions		-	-	-	-	75	
		-	-	-	-	-	
		-	-	-	-	-	
Other trading activities	528	-	-	-	528	3,759	
Bank & CBF deposit interest	313		20		333	440	
Investment gain			3,345		3,345	5,991	
					-	-	
Investments	313	-	3,366	-	3,678	6,431	
Other receipts					-	-	
Total received on all funds	144,666	-	5,354	-	150,020	187,393	

Notes to the Annual Financial Report

Analysis of total paid:

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2020	Total All Funds 2019	Notes
	General	Designated					
	Fund	Funds					
	£	£	£	£	£	£	
Grants cost	-	-	-	-	-	-	
Stewardship costs (envelopes)	-	-	-	-	-	66	
Cost of raising funds	-	-	-	-	-	66	
Charitable grants and donations	1,259	-	3,600	-	4,859	10,287	
Diocesan Parish Share	68,035	-	-	-	68,035	67,100	
Clergy and other people's expenses	898	-	-	-	898	2,456	7
Staff salaries, tax, pensions	34,206	-	-	-	34,206	33,889	5,6
Cost of services	340	-	-	-	340	520	
Church running costs	5,762	-	-	-	5,762	5,545	
Mission Love Southbourne	709	-	-	-	709	557	
Family & Childrens work	1,709	-	-	-	1,709	2,299	
Repair & maintenance	9,601	16,838	-	-	26,439	17,014	
Office & General Administration	1,589	-	-	-	1,589	1,980	
Printing & photocopying	1,633	-	-	-	1,633	2,742	
Books, leaflets, pastoral	307	-	-	-	307	342	
Audiovisual	1,133	-	176	-	1,309	1,080	
Leaving gifts	159	-	-	-	159	280	
Training	1,017	-	-	-	1,017	480	
Coffee Connect expenses	1,649	-	-	-	1,649	3,545	
Cost of social events	78	-	-	-	78	1,445	
Governance	66	-	-	-	66	66	
	-	-	-	-	-	-	
Charitable costs	130,151	16,838	3,776	-	150,765	151,626	
Fees paid to Diocese weddings & funerals	1,532	-	-	-	1,532	1,721	
Church Centre running cost	6,798	-	-	-	6,798	6,845	8
Other trading costs	-	-	-	-	-	-	
	-	-	-	-	-	-	
Trading costs	8,330	-	-	-	8,330	8,566	
Other payments	490	-	-	-	490	14	
Total paid on all funds	138,971	16,838	3,776	-	159,585	160,273	

Notes to the Annual Financial Report

5 Staff costs

	2020	2019
Salaries	31,443	31,403
Employer National Insurance	676	603
Employer pension contributions	2,087	1,883
	34,206	33,889

6 Staff Costs and employee benefits

The church employs 4 staff.

None of the staff received more than £60,000 in employee benefits.

7 Trustee and related party transactions

No trustees were remunerated for their role as trustees

Rev. Matt Luff received a stipend from the Diocese as the vicar.

The trustees have together received £1,241.06 in expenses. All

expenses were incurred by the

trustees in line with the PCC's expenses policy and were directly

related to the charitable

activities of the PCC.

Expenses paid included purchase of COVID PPE, church maintenance

supplies, books and

literature for ministry purposes, vicarage broadband and leaving

gifts

8 Church Centre Running Costs

Church Centre running costs include all utility costs with the exception of 20% of electricity and include 50% of council tax and insurance

9 Grants

A grant of £8,000 has been received from the Diocesan Mission Fund towards the cost of the Family and Childrens Worker Ministry. That is the last of 3 annual grants from the DMF.

Notes to the Annual Financial Report

Statement of funds

	Balances b/fwd 1 Jan 2020	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2020
	£	£	£	£	£
	-	-	-	-	-
Total of all endowed funds	-	-	-	-	-
Timothy Fund	38,822	3,366	-	(3,600)	38,587
St N Rep & Ren Fund	6,337	1,989	-176	0	8,150
			-	-	-
Total of all restricted funds	45,159	5,354	(176)	(3,600)	46,737
St J General Fund	69,880	142,376	(142,119)	16,257	86,393
St N General Fund	4,199	1,718	(977)	1,853	6,793
Coffee Connect	11,207	2,611	(1,512)	(12,305)	-
St J Discretionary Fund	2,205	-	-	(2,205)	-
St J Quinquen Fund	18,196	-	(16,838)	-	1,358
Total of all unrestricted funds	105,687	146,704	(161,447)	3,600	94,544
Total funds	£150,845	£152,058	£(161,623)	-	£141,281

There are no Endowed Funds

Restricted Funds comprise the Timothy Fund which provides grants to church members working on mission projects and St Nicholas Repair & Renovation Fund which funds renovation work of St Nicholas church.

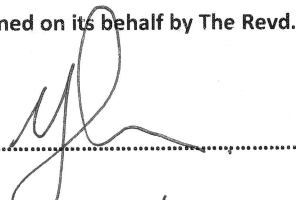
The PCC has closed the Coffee Connect and Discretionary Funds

Designated Fund is money set aside by the PCC towards the cost of St John's Quinquennial repairs.

Statement of Assets and Liabilities

	Unrestricted		Restricted Fund/s	Endowed Fund/s	Total All Funds 2020	Total All Funds 2019
	General Fund	Designated Funds				
	£	£	£	£	£	£
Assets:						
Bank current account	31,982	1,358	-	-	33,340	38,481
CBF Deposit Fund	61,204	-	10,693	-	71,897	79,666
	-	-	-	-	-	-
Total bank and deposit accounts	93,186	1,358	10,693	-	105,237	118,147
Timothy Fund	-	-	36,044	-	36,044	32,699
	-	-	-	-	-	-
Investment shares market value	-	-	36,044	-	36,044	32,699
Debtors:						
Gift Aid recoverable	22,000	-	-	-	22,000	14,245
Other debtors	-	-	-	-	-	582
Debtors	22,000	-	-	-	22,000	14,827
Total assets	115,186	1,358	46,737	-	163,281	165,673
Liabilities:						
Creditors due within one year	2,000	-	-	-	2,000	470
	-	-	-	-	-	-
Total liabilities	2,000	-	-	-	2,000	470

This Financial Report for the year ended 31st December 2020 was approved by the PCC
and signed on its behalf by The Revd. Matt Luff, PCC Chairman:



 Date 2nd May 2021

Summary of Financial Receipts and Payments

	<i>Unrestricted</i>		<i>Restricted Fund/s</i>	<i>Endowed Fund/s</i>	<i>Total</i>	<i>Total</i>
	<i>General Fund</i>	<i>Designated Funds</i>			<i>All Funds 2020</i>	<i>All Funds 2019</i>
	£	£	£	£	£	£
Income and endowments from:						
Donations and legacies	138,561	-	1,989	-	140,549	169,197
Charitable activities	5,265	-	-	-	5,265	8,006
Other trading activities	528	-	-	-	528	3,759
Investments	313	-	3,366	-	3,678	6,431
Other receipts	-	-	-	-	-	-
Total received	144,666	-	5,354	-	150,020	187,393
Expenditure on:					-	
Cost of raising funds	-	-	-	-	-	66
Charitable costs	130,151	16,838	3,776	-	150,765	151,626
Trading costs	8,330	-	-	-	8,330	8,566
Other payments	490	-	-	-	490	14
Total paid	138,971	16,838	3,776	-	159,585	160,273
<i>Reconciliation of funds:</i>						
Net income or (net expenditure)	5,695	(16,838)	1,578	-	(9,565)	27,121
Transfers between funds	-	-	-	-	-	-
Net movement in funds	5,695	(16,838)	1,578	-	(9,565)	27,121
Bank accounts at 1 January	87,491	18,196	45,159	-	150,846	123,726
Bank accounts at 31 December	93,186	1,358	46,737	-	141,281	150,847

Independent Examiner's Report

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Johns Church Southbourne and St Nicholas, West Thorney, on the annual report for the year ended 31st December 2020.

**Respective
responsibilities of
trustees and examiner**

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

**Basis of independent
examiner's statement**

It is my responsibility to:

1. examine the accounts under section 145 of the Charities Act,
2. to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
3. to state whether particular matters have come to my attention.

My examination was carried out in accordance with 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 trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent
examiner's statement**

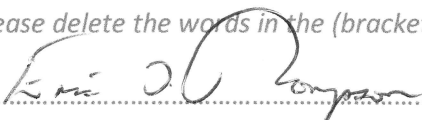
In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the (brackets) if they do not apply*

Examiner's signature



Eric J. Thompson

Examiner's name
CAPITALS

9th April 2021.

Date
**Relevant professional
qualification(s) or body**
if any

Examiner's address

12 Kingsey Avenue
Emsworth
Hampshire
PO10 7HP

Independent Examiner's Report

Section B	Disclosure
Give here brief details of any items that the examiner wishes to disclose	Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners)
	