

TRUSTEES' ANNUAL REPORT and FINANCIAL REPORT

For the year ended 31st December 2021

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

Registered Charity no. 1130876



**75 local children and young families received free
food and essential supplies during lockdown**

***"Thank you all so much for all the time and effort you have put in to
helping us"***

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St John's Church,

Church Office, Stein Road, Southbourne, Hampshire PO10 8LB

St Nicholas Church

West Thorney, Emsworth

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

Trustees

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: Sarah MacLennan- PCC Secretary
 Alan McNeill – Treasurer
 Christine Liddle – Safeguarding officer
 Jane Inglis
 Julie Fair
 James Webb
 John Temple

For St Nicholas: Andy Walkley
 Rupert Lucas

Deanery Synod Representatives:
 Tim Marsden
 Barbara Wilson
 Anne Poulter

Co-opted members
 Kim & Richard Carter

Trustees Report

2021 was a challenging year for us all with many answers to big prayers.

Covid lockdown caused the church to be closed for the early part of the year which forced us to move services on line and also produce a Daily Reflection which was emailed to members of the congregation. Zoom was once again a great blessing for keeping everyone in touch and enabling groups to keep going.

There were concerns that church attendance and giving would drop during this period but in fact church members worshiped regularly on line in the comfort of their own homes and continued to support the church generously.

From January to July a 'Free Shop' was set up and opened every week to help those in need which was staffed by church members and local volunteers. The idea was that people could choose the food they liked and wanted and we are pleased to say that the system worked really well. The shop was stocked with tinned and dry goods, fresh vegetables and fruit and cakes as well as chilled items. These goods were donated by members of the church, bought with money given for this purpose and generously provided by the charity UK Harvest. Over 75 local children and young families received regular food and essential supplies, all free, during lockdown

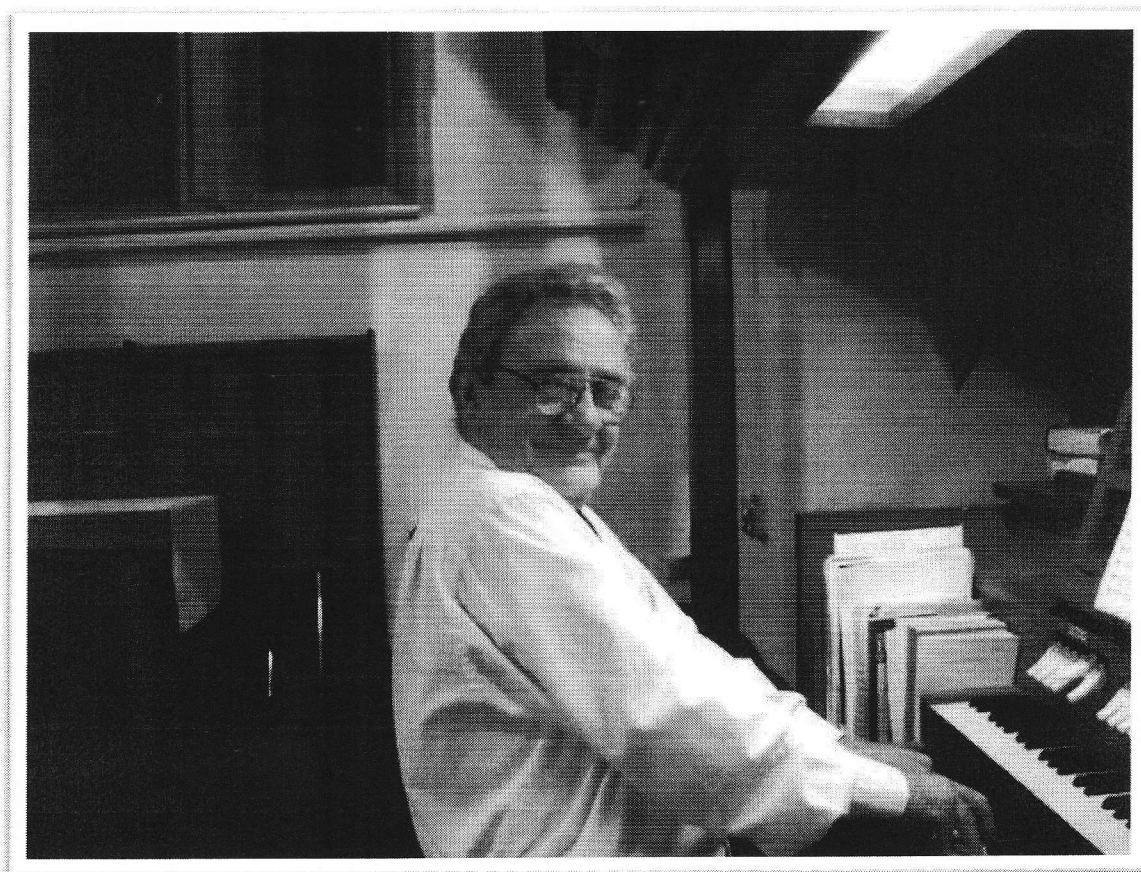
'Free Stuff' was a swap shop run at the same time by volunteers with toys, books, clothes and larger items all donated and swapped between users of the Free Shop and local community. The church also became a library for the local community with hundreds of donated books and toys to encourage everyone during lockdown.

In May there was a serious accident in church involving a member of the congregation. Daily prayer meetings were held for their recovery and by the end of the year they are much better. The prayer meetings continue and have been an unexpected blessing in the year.

As a result of the accident and subsequent investigation the church was closed for repair works. We took the opportunity to do some of the Quinquennial repair work including rewiring and the church only opened again just in time for the Christmas Day service. Thanks to everyone who gave of their time and skills to enable this to happen. It was testimony to our rigorous culture of safeguarding and risk assessment that HSE found no case for us to answer.

While the church was closed, we were fortunate to be able to use St Nicholas church for weddings, baptisms and regular services. It was also possible to hold services in the church centre and outside when the weather was good, as well as at Chidham Primary School for the Family Service. We are very encouraged that the Family Church attendance has grown significantly throughout the year despite these trying times.

Tribute to Mark Everson



We are very sad that our dear friend Mark has passed away. He served as Church Warden and Organist and was a PCC member for many years. He also served Southbourne community as Vice Chairman on the Parish Council for a number of years.

Mark was always ready with a smile and a kind word. We will miss his sense of humour which he often expressed in his playing and mimicry of TV characters.

We are pleased that an appeal has raised the funds to erect a memorial bench for him next to the church entrance.

ANNUAL FINANCIAL REPORT

For the year ended 31st December 2021

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

Registered Charity No. 1130876

Financial Review 2021

This year have been another very challenging one financially because of the Covid19 pandemic closing the church for a second year and then the church being closed for 6 months for renovation and rewiring.

Regular services and teaching have continued on the internet and via the church website when we were closed and worship has continued according to the current guidelines in St. John's Church Centre and at St. Nicholas.

Most church members now donate using 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 and saves us a lot of administration.

The accounts this year are prepared on a Receipts and Payments basis.

We have had two appeals in the year. The first was for a memorial bench for Mark Everson which raised enough money to buy an inscribed bench. This appeal was run independently of the PCC through a crowdfunding website and raised more than enough money to provide one bench. The money left over has been paid to the PCC and this now forms the Mark's Bench Fund to purchase a second bench in the future. The second appeal was for the support of the Family and Children's Workers, Kim and Richard Carter. A total of £ 46,130 was raised including very generous grants of £ 5,000 from Deo Gloria Trust and £ 10,000 from the Joseph Rank Trust. We are very grateful to the Trusts and everyone who donated to the Fund. Thank you!

Income for this year was £ 215,930 and expenses £ 191,793. Our biggest expense (after the Diocesan Parish Share) was rewiring St. John's Church which cost over £ 40,000. We now have a brighter, warmer, more energy efficient place of worship. However, we do face a bill of £ 21,000 for the replacement of the St. John's Centre lift which has worn out.

Total Unrestricted Funds available to the PCC for the general running of the church are £ 107,678.

My thanks to the Finance Team: Jane Inglis (Gift Aid), Andy Walkley (St. Nicholas) and Julie Collins (Salaries) for their invaluable help.

Thank you, on behalf of the Trustees of the Parochial Church Council, for your donations and continued, generous financial support for St. John's and St. Nicholas churches.

Dr. Alan McNeill
Treasurer

Record of Receipts:

Analysis of money paid in:	Unrestricted		Restricted <u>Fund/s</u>	Endowed <u>Fund/s</u>	Total All Funds <u>2021</u>	Total All Funds <u>2020</u>	Notes
	General <u>Fund</u>	Designated <u>Funds</u>					
	£	£	£	£	£	£	
Planned giving (excl. tax refunds)	43,041	-	-	-	43,041	89,780	
Appeals and Donations	3,526	-	16,421	-	19,947	19,886	
Parish Giving Scheme	98,900	-	-	-	98,900	9,150	
Gift Aid recovered	22,380	-	104	-	22,484	12,839	
Grants	-	-	15,000	-	15,000	8,000	6
Other income	6,230	-	-	-	6,230	894	
Donations	174,077	-	31,525	-	205,602	140,549	
Fees for weddings & funerals	3,935	-	-	-	3,935	2,704	
Coffee Connect income	-	-	-	-	-	2,561	
Charitable activities	3,935	-	-	-	3,935	5,265	
Church centre hiring fees	168	-	-	-	168	528	
Other trading activities	168	-	-	-	168	528	
Bank & CBF deposit interest	43	-	1	-	44	333	
Investment gain	-	-	6,181	-	6,181	3,345	
Investments	43	-	6,182	-	6,225	3,678	
Other receipts	-	-	-	-	-	-	
Total received on all funds	178,223	-	37,707	-	215,930	150,020	

Record of Payments:

Analysis of total paid:

	Unrestricted		Restricted	Endowed	Total	Total	Notes
	General	Designated			All Funds	All Funds	
	Fund	Funds	Fund/s	Fund/s	2021	2020	
	£	£	£	£	£	£	
Grants cost	-	-	-	-	-	-	
Stewardship costs	-	-	-	-	-	-	
Cost of raising funds	-	-	-	-	-	-	
Charitable grants and donations	4,178	-	-	-	4,178	4,859	
Diocesan Parish Share	69,800	-	-	-	69,800	68,035	
Clergy and other people's expenses	1,841	-	-	-	1,841	898	4
Staff salaries, tax, pensions	10,154	-	22,792	-	32,946	34,206	2,3
Cost of services	25	-	-	-	25	340	
Church running costs	3,686	-	-	-	3,686	5,762	
Mission Love Southbourne	3,557	-	-	-	3,557	709	
Family & Children's work	-	-	3,727	-	3,727	1,709	
Repair & maintenance	52,894	1,358	-	-	54,252	26,439	
Office & General Administration	3,450	-	-	-	3,450	1,589	
Printing & photocopying	1,375	-	-	-	1,375	1,633	
Books, leaflets, pastoral	777	-	-	-	777	307	
Audiovisual	777	-	185	-	962	1,309	
Leaving gifts	-	-	-	-	-	159	
Training	510	-	-	-	510	1,017	
Coffee Connect expenses	705	-	-	-	705	1,649	
Cost of social events	-	-	-	-	-	78	
Governance	60	-	-	-	60	66	
Charitable costs	153,789	1,358	26,704	-	181,851	150,765	
Fees paid to Diocese weddings & funerals	2,204	-	-	-	2,204	1,532	
Church Centre running cost	5,533	-	-	-	5,533	6,798	
Other trading costs	-	-	-	-	-	-	
Trading costs	7,737	-	-	-	7,737	8,330	
Other payments	2,205	-	-	-	2,205	490	
Total paid on all funds	163,731	1,358	26,704	-	191,793	159,585	

Notes to the Annual Financial Report

- 1** These financial statements have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.

2 Staff costs

	2021	2020
Salaries	30,959	31,443
Employer National Insurance	290	676
Employer pension contributions	1,697	2,087
	32,946	34,206

3 Staff costs and employee benefits

The church employs 4 staff.

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

4 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 £1,841 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 and vicarage broadband.

5 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

6 Grants

We are very grateful for grants of £10,000 from the Joseph Rank Trust and £5,000 from Deo Gloria for the support of the Family and Children's Ministry.

Statement of funds

	Balances b/fwd 1 Jan 2021	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2021
	£	£	£	£	£
			-		-
Total of all endowed funds	-	-	-	-	-
Timothy Fund	38,587	6,183	(16,200)	-	28,570
St N Rep & Ren Fund	8,150	502	(185)	-	8,467
Family & Children's Worker Fund	-	29,930	(10,319)	-	19,611
Mark's Bench Fund	-	1,092	-	-	1,092
Total of all restricted funds	46,737	37,707	(26,704)	-	57,740
St J General Fund	86,393	170,831	(160,946)		96,278
St N General Fund	6,793	7,392	(2,785)		11,400
St J Quinquennial Fund	1,358	-	(1,358)	-	-
Total of all unrestricted funds	94,544	178,223	(165,089)	-	107,678
Total funds	141,281	215,930	(191,793)	-	165,418

There are no Endowed Funds

Restricted Funds comprise

Timothy Fund which provides grants to church members working on mission projects
 St Nicholas Repair & Renovation Fund for the repair and renovation of St Nicholas church.
 Family and Children's Worker Fund for the support of the Family and Children's Workers
 Mark's Bench Fund which is for the purchase of another bench for the church garden

The Quinquennial Designated Fund set aside by the PCC towards the cost of St John's repairs has now been spent

Statement of Assets and Liabilities

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Endowed</i>	<i>Total</i>	<i>Total</i>
	<i>General</i>	<i>Designated</i>			<i>All Funds</i>	<i>All Funds</i>
	<i>Fund</i>	<i>Funds</i>	<i>Fund/s</i>	<i>Fund/s</i>	<i>2021</i>	<i>2020</i>
	£	£	£	£	£	£
Assets:						
Bank current account	26,253	-	-	-	26,253	33,340
CBF Deposit Fund	81,425	-	31,715	-	113,140	71,897
	-	-	-	-	-	-
Total bank and deposit accounts	107,678	-	31,715	-	139,393	105,237
Shares	-	-	26,025	-	26,025	36,044
	-	-	-	-	-	-
Investment shares market value	-	-	26,025	-	26,025	36,044
Total assets	107,678	-	57,740	-	165,418	141,281

The Parochial Church Council had no liabilities outstanding.

This Financial Report for the year ended 31st December 2021 was approved by the PCC
and signed on its behalf by Mr. Timothy A.E. Marsden, Churchwarden

/ signed: T.A.E. Marsden /

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Date: 8th September 2022

Amendment to financial report previously signed on 23rd March 2022

Summary of Financial Receipts and Payments

	<i>Unrestricted</i>				<i>Total</i>	<i>Total</i>
	<i>General</i>	<i>Designated</i>	<i>Restricted</i>	<i>Endowed</i>	<i>All Funds</i>	<i>All Funds</i>
	<i>Fund</i>	<i>Funds</i>	<i>Fund/s</i>	<i>Fund/s</i>	<i>2021</i>	<i>2020</i>
	£	£	£	£	£	£
Income and endowments from:						
Donations and legacies	174,077	-	31,525	-	205,602	140,549
Charitable activities	3,935	-	-	-	3,935	5,265
Other trading activities	168	-	-	-	168	528
Investments	43	-	6,182	-	6,225	3,678
Other receipts	-	-	-	-	-	-
Total received	178,223	-	37,707	-	215,930	150,020
Expenditure on:						
Cost of raising funds	-	-	-	-	-	-
Charitable costs	153,789	1,358	26,704	-	181,850	150,765
Trading costs	7,737	-	-	-	7,737	8,330
Other payments	2,205	-	-	-	2,205	490
Total paid	163,731	1,358	26,704	-	191,793	159,585
<i>Reconciliation of funds:</i>						
Net income or (net expenditure)	14,492	(1,358)	11,003	-	24,137	(9,565)
Transfers between funds	-	-	-	-	-	-
Net movement in funds	14,492	(1,358)	11,003	-	24,137	(9,565)
Bank accounts at 1 January	93,186	1,358	46,737	-	141,281	150,846
Bank accounts at 31 December	107,678	-	57,740	-	165,418	141,281

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
SOUTHBOURNE WITH WEST THORNEY, CHARITY NO. 1130876**

I have examined the accounts for the year ended 31st December 2021 on pages 1 to 8 which have been prepared on the basis of the accounting policies set out on page 4.

Respective Responsibilities of Directors/Trustees and Examiner

The trustees of the charity are responsible for the preparation of accounts; they consider that the audit requirements under section 144 of the Charities Act 2011 do not apply but that an independent examination is needed. I have been appointed to conduct an Independent Examination required by section 145 of the Charities Act 2011 and to report in accordance with the regulations made under section 145 of that Act. It is my responsibility to examine the accounts, without performing an audit, and to report to the trustees.

Having satisfied myself that the charity is not subject to audit and is eligible for independent examination, it is my responsibility to:

- (1) examine the accounts under section 145 of the Charities Act 2011;
- (2) follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011; and
- (3) state whether particular matters have come to my attention.

Basis of Examiner's Statement

This report is in respect of an examination carried out under section 145 of the Charities Act 2011, and in accordance with the general directions given by the Charity Commissioners. 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 a review of the accounts and making such enquiries as are necessary for the purpose of this report. 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

Based on my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect, accounting records have not been kept in accordance with section 130 of the Charities Act 2011, or that the accounts presented do not accord with those records, or comply with the accounting requirements of the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view, which is not a matter considered as part of an independent examination.

No matter has come to my notice in connection with my examination to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts.

/ signed: Eric J. Thompson /

Mr. Eric J. Thompson
12 Kingsey Avenue
Emsworth
Hampshire PO10 7HP

24th August 2022