

**ST STEPHEN'S CHURCH, SOUNDWELL, BRISTOL
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31 DECEMBER 2021**

Legal and Administrative Information

St Stephen's Church, Soundwell, Bristol, is part of the Diocese of Bristol within the Church of England. We have charitable status under the Charities Act, registered No. 1131503. PCC members are trustees of that charity by virtue of their membership.

Church Address

St Stephen's Church
Church Road
Soundwell
Bristol
BS16 4RH

Chair of PCC

Rev. Lisa Wigmore
52 Gladstone Street
Staple Hill
Bristol
BS16 4RF

Churchwarden

Mrs Gill Mayo
122 Burley Grove
Downend
Bristol
BS16 5QG

Bankers

Lloyds Bank
697 Fishponds Rd,
Fishponds,
Bristol BS16 3UJ

Independent Examiner

David Biddell
12 The Newlands
Frenchay
BS16 1NQ

Churchwarden

PCC members who have served from 1 January 2021 until the date of this report are:

Vicar :	Rev Lisa Wigmore	Chair	Ex Officio
Clergy	Rev Sandy Cooper		Ex Officio
Lay Ministers:	Mr Peter Robbins	Safeguarding Officer	Ex Officio
Wardens:	Mrs Gill Mayo	Vice Chair	Ex Officio
Representatives on The Deanery Synod	Mr Bill Bishop Mr Bill Brookshaw	Vice Chair	Ex Officio Ex Officio (resigned March 2021)
Elected Members	Mrs Lin Cooper		Elected 2020
	Mrs Carolyn Smith		Elected 2020
	Mrs Sarah Fry		Elected 2020
	Mrs Carolyn Hawkins	Secretary	Elected 2021
	Mrs Julia Merrifield	ER Officer	Elected 2021
	Mrs Trish Phipps		Elected 2021
	Mr Geoff Harris		Elected 2019
	Mrs Nicola Read		Elected 2019
	Mrs Sue Clements		Elected 2019
	Mrs Sue Humphrey		Elected 2019
	Mrs Lorraine Sanderson	Treasurer	Elected 2019

Structure, Governance and Management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The person to whom day-to-day management is delegated is the Vicar, Rev Lisa Wigmore. The PCC adopts the appropriate training procedures for the wide range of matters affecting the parish, specifically Safeguarding. The PCC has access to training courses arranged by the diocese and deanery.

There are several committees and groups which report to the PCC. Some committees meet on a regular basis whilst others on an ad-hoc basis. All major initiatives, events, proposals and requests are reported to the PCC when it meets every other month. The PCC agenda will always include provision for reports from the following committees:

Ministry Team	Finance	Admin Team
Sacristy Team	Safeguarding Team	Prayer Teams
Choir	Friday Night Live Team	Outburst Youth Group
See & Know	Knit & Natter	Ladies Group
Men's Group	Pensioners Group	House Groups
Café Central Team	Marriage Prep	Baptism Prep
Bereavement Team	Pastoral Care Teams	Flower Persons
Cleaning Guild	Welcomers & Sides People	

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

The PCC considers that it has, to the best of its knowledge, taken all reasonable steps to comply with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016. It confirms that there has been one incident since the previous APCM.

An annual budget is prepared to ensure short term viability. Actual results compared with budget are reported regularly to the PCC. The PCC has approved internal controls for annual accounts, cash and cheques handling. All assets are insured and levels reviewed annually and approved by the PCC.

The PCC has met nine times in 2021, some meetings in person, but many online via Zoom.

Objectives and Aims – our reason for being!

The PCC of St Stephen's, Soundwell, has the responsibility of cooperating with the Vicar, Rev Lisa Wigmore, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical – in short, focusing on what Jesus wants us to do. It also has maintenance responsibilities for the Church and the Church Hall.

The PCC, in line with Diocesan objectives, continued with a number of specific aims for 2021; connecting with God; connecting with each other; and connecting with the community in order that we will be a 'Beacon of Light & Hope to the community'. In addition, the PCC strives to fulfil our financial and physical responsibilities, both within the Church and to the Diocese

Activities and Achievements – review of the year.

Electoral Roll

The Electoral Roll now stands at 111 people, a decrease of 7 from last year. Nine names have been removed and two added.

Ministry Overview

Vicar

We hoped that 2021 would see us emerging from Covid-19, and all the restrictions associated with it, but sadly the year began with another period of lock-down and our beloved Church closed. However, we continued to find ways of connecting with God, each other, our community and constantly following Jesus!

Following the first venture into 'online' services for Christmas 2020 (which was viewed 371 times to date), I then began creating these services each Sunday. As video editing skills increased, so did the number of people taking an active part in these services, enabling us to see one another in ministry again. Video creating skills didn't stop there... school assemblies continued in this way for most of the year, the newly opened Soundwell Academy also got on board with this, I ventured into telling bedtime stories for St Stephen's Infant School, and even South Gloucestershire Council invited me to create a video to promote Covid testing locally.

We were able to resume Baptisms in August and it was a delight to baptise 14 children and adults from then. Baptism Preparation was delivered in a simpler but still successful way. Sadly, all weddings for 2021 were postponed with the continuing uncertainty that the evolving virus brought.

Funerals in Church were possible again in 2021 and a total of 5 were conducted in church, with a further 14 at local Crematoriums.

Care-5 Groups, set up in 2020 to contact and support one another, continued through 2021. Some of these groups naturally came to an end when lockdown restrictions eased again, and others continue to flourish to this day. As in 2020, 'packs' of information continued to be hand delivered or posted until the Autumn of 2021. Also at this point, the need for booking a seat to come to Church finished. This was also when the highly hilarious time of Tea and Talk on Zoom had its final session – what fun was had on Sunday afternoons!

Covid Risk Assessments have been re-assessed, tweaked if necessary and implemented following each monthly Ministry Team meeting. Thank you to Gill, Sandy, Peter, Lorraine & Lin for being such a supportive team with me in this.

The links with all 4 Primary Schools have again been more challenging due to Covid. Some interaction has been solely by providing video assemblies or visits online through Zoom, and most of the continuing Governing Body meetings have taken place via video link. However, it was a blessing for me to be able to go into St Stephen's Junior School to present Easter-in-a-Box and Christmas-in-a-Box, which are initiatives shared with us by Bristol School Connections, telling the story of Jesus in imaginative and interactive ways.

The Parish Giving Scheme has been the bedrock in us staying afloat financially during the pandemic, because we could count on your donations to meet most of our bills. The lack of hall bookings also had a significant negative impact on our finances. Thank you to those who continued to fill giving envelopes through the year and dropped them to me, or others, even when you weren't in church – which is of course the whole idea of the envelope scheme. Special thanks to those of you who have given extra donations, over and above your 'usual' giving because you realise your Church has been struggling financially.

I was licensed as your Vicar, having formerly been your Priest-in-Charge, in September. It was a delightful service led by Bishop Viv, and I was encouraged that so many folk were able to come along. We had refreshments in the hall afterwards with cake in a bag... the things we have (necessarily) succumbed to during Covid!!

Our Mission Outreach Groups; Ladies Group, Men's Group, Pensioners Group, See & Know, Outburst, Knit and Natter, reformed again in September. Some starting from scratch with new members, and some welcoming old members back and lots of new ones as well. What joy!

The Christmas Fayre was a huge success and being there together, with lots of people from our community, and the 'Old Crocks' band playing carols, it really felt like a family homecoming. Many people told me they enjoyed having Church Christmas Cards and Calendars again, to use and share as the year came to an end.

But what next??

If this year has taught us anything, it is to be adaptable and to be willing to change, often at short notice. But it has also stressed the need for us to remain connected with God, each other and our community. With that in mind, our priorities continue to be;

making disciples...encouraging greater commitment to following Jesus and sharing Him with others;

from our many teams, growing leaders & ministers of all ages to step out in faith and love and;

engaging with and making disciples of younger generations, helping us to pass on the baton of faith to the children and families in our community, so they begin to follow Jesus.

Our Diocese has been looking at our collective focus and priorities in the years ahead and we look forward to working together towards those new objectives. Despite expensive ongoing building repairs, your PCC is beginning to look towards the future of our church building, so we can pass on what we have been freely given, to the generations to come. Future-proof the building if you like, so it is 'fit for purpose' for the next 120 years. Currently we are in the infancy stage of thinking, praying and fact-finding. We will be seeking your thoughts and ideas in due course and at the right time.

Churchwarden

Yet again a very strange, and confused year, starting with booking Church seats and following appropriate Covid rules.

Despite all this, the problems with the Church building and maintenance continued, and all the annual checks and servicing was carried out.

In the final stages of 2020, we were made aware of a problem with the Church Spire. After investigation it was established that there was a need for some expensive work to be done.

As a result of this, we started 2021 in the knowledge that we would have to raise a phenomenal amount of money to pay for this work, which would involve both the Architect and the appointed Contractor. We were soon able to establish that the cost for this is approx. £60,000. In view of the amount required, we sought the help of someone who had already helped many other Churches in obtaining financial grants. As a result of this we did manage to acquire approximately 50% of the total amount that was required, but this has left us with a lot of work to do to reach our goal.

Sadly, it seems that most of these lovely people who do offer financial help, prefer to give to organisations who are starting up something new, rather than repairs. Also the fact that our Church isn't a listed building is not helpful.

Prior to 'lockdown' we were due to have some other repairs done on the roof, (as advised in the most recent Quinquennial report), but the contractor who was organised to start the work, was no longer able to take it on. So, the PCC agreed it made sense to get a quote from the Contractor who was going to repair the Tower. The cost for this is £7,181.

Toward the end of the year it was discovered that there had been lead stolen from the flat roof over the Church room and surrounding areas. This caused rainwater to leak through the ceiling below. The cost for this is £3,464. Ecclesiastical Insurance will help with this, but we do have at least one £250 excess to pay, but this may well become two. The police and the Diocese were advised of this theft. One good thing that came from Covid was, a specialist company came and serviced our Church windows. Now they are all able to be opened, thus allowing a good flow of fresh air which helps to keep the virus at bay. We also have a smart new pole to open/ shut the windows.

As in the lock down time in 2020, our fantastic cleaner/ handyman, Paul Sanderson, continued with the decorating. This time it was the kitchen, which he deep cleaned and decorated, the result was amazing. Importantly, all Paul's work in our Church Hall and facilities, means that it will be very much more attractive to people who are looking to book somewhere for a special event.

Some other work that has continued throughout the year, is the gardening, so thank you to all those involved. The garden and the pots have all looked really beautiful, which I am sure brought 'very much needed' joy to all who passed by.

December arrived and Covid was at a point where we could hold our VERY successful Christmas Fayre, which was supported by many people from the area, thus giving us a substantial remuneration.

We look forward to a much more positive new year when hopefully all our repairs and structural work will be completed.

Gill Mayo: Church Warden

Ministry Team

The ministry team continues to be made up of Lisa Wigmore, (Vicar), Sandy and Lin Cooper (Associate Priest and Director of Music), Peter Robbins (Licensed Lay Minister), Gill Mayo (Church Warden), and Lorraine Sanderson (Treasurer).

As your Vicar, I know how hard these folk work for our Church and for the glory of God. They are each fabulous and fantastic and use their God-given gifts and skills in everything they do.... often doing so in a sacrificial manner. I praise & thank God for them!

This has been Gill's fourth year as Church Warden and she has been supported by a fantastic team of six Assistant Church Wardens; Geoff Harris, Jan Brookshaw, Bill Brookshaw, Tim Parker and Matt Gait. Brian Brown stepped down from this team in 2021, and Wayne Topps has joined in – so thank you both. Special thanks for Tim and Matt for continuing with necessary maintenance work over this difficult year.

While the Admin Office was closed for most of the year, the office volunteers continued to support the Ministry Team from home and in other ways. David has continued to print Open Space and help prepare the 'packs' referred to above.

Nick Topps joined the Sacristy Team, who support the presiding priest at services of Holy Communion. Thank you to Trish Phipps and Tony Weare for their continuing help and to Gill Ogborne for her help in the team before she had to step back.

Particular thanks to the PCC for being an active part in the Governance and Mission of St Stephen's – and for being so flexible in attending meetings online or in person!

Services

Services at St Stephen's began in 2021 'online' or 'at home' using the 'packs' for regularly refreshed worship resources. A special service for Good Friday was viewed 76 times online and was available on DVD for those who could not access it online.

The Experience Easter Trail in the Church garden was a huge success across our community. Despite the restricted access due to repairs to the Spire, hordes of people came to think about Jesus and the true meaning of Easter. We came back together as a community at 10am on Easter morning 2021.

For much of the year, places in Church had to be booked due to limited spaces because of social distancing. Thankfully this was eased at the end of the summer and we were also able to sing again in Church!! Names and contact details were still required, to comply with the suggested Track and Trace services and although legal requirements changed throughout the year, masks continued to be recommended and expected to be worn.

A video hymn was introduced at all services to enable our flourishing Church pianist, Tim, to learn new music each week, but not to be overwhelmed by this. After a considerable time away, and desperately

missed by us all, our Director of Music, Lin, returned to lead our worship and choir. Lin and Tim have now become a 'double act', and this partnership not only brings joy to each of them, but blesses the whole Church. The wording for the entire 10am service each Sunday is now on our screens, with books and service sheets available for those who want to use them.

A very small (often just one person joining the priest), but committed congregation resumed meeting at 8am on the first and third Sundays of each month in September, for BCP Holy Communion. There continued to be another committed congregation, now at 10am on Wednesdays to share Holy Communion together.

Friday Night Live resumed in October at 6.30pm on the third Friday of each month. This service allows people to explore God's word in ways that suit their own learning style and is relaxed and open to people of all ages and experiences. It has its own team to plan and lead the worship.

The All-Age Services planning teams have done amazingly in the ways they have had to meet to prepare... sometimes at great distance from each other and wearing masks made communication a challenge... but they rose to each occasion with ideas and laughter. This led to some inspired all age worship throughout 2021. We welcomed back our local uniformed organisations to these services on Remembrance Sunday, and it was a joy to be all together again.

Youth Church continued on Zoom on Saturday mornings until September. During this time Teresa Cooper and Katy North stepped out in faith as Youth Church leaders and continue to do that alongside Peter and myself. Peter is now leading the Youth Church team and has recruited a fabulous team of Youth Church helpers who support the leader week by week. They are Sue Humphrey, Lorraine Sanderson, Julia Merrifield, Sarah Fry. Maggie Cook and Andrea Monks.

Dial-a-Sermon continues to be refreshed with the sermon of the week, EVERY week! Anyone choosing to ring a local rate telephone number can hear a weekly sermon from Lisa, Sandy or Peter. This has been enhanced by Click-a-Sermon, for those with online access, who can hear the sermon through their computer or phone – this way, you can even pause it to make a cuppa!

The average Sunday attendance has been steadily growing as restrictions change. We are not yet close to the numbers of people attending during 2019 or at the start of 2020, but habits have changed throughout the pandemic, as have our ages. God brings new people regularly to our services, so please let us all be as welcoming as we have always been.

This year has been, yet again, a challenge for us all, but God has been with us and I know that we are able to say in both our hearts and with our voices, We Follow Jesus!

Care and Prayer

Pastoral Care 2021

As the Covid pandemic continued into 2021, Pastoral Care continued to be a particular focus of the Church. Many were confined to their homes once again and for part of the year home visits, home communions and care home visits and services were cancelled.

The Care 5 groups set up in 2020 continued to be an important lifeline for some, but as is natural, once people were able to meet up, and worship resumed, other groups came to an end. Many new friendships came to fruition from these groups as support, love and prayer was offered to all who needed it.

The monthly packs that were created in 2020 continued to be produced, and delivered to church members, until August of this year.

Visits to the newly bereaved were adapted, taking place outside, by electronic means or by telephone when face to face visiting wasn't permitted. Two Memorial Services were able to take place. The first in August, with some restrictions to adhere to government guidelines and the second in November, with no

restrictions. The love, prayer and reading of the names of those gone to glory was much appreciated by those that attended. There is also a Book of Remembrance in Church.

The love, care and concern shown by so many of our congregation to each other, especially those who aren't always able to join us in regular worship, is the whole basis of **Care Connections**. Under normal circumstances, if a member of the congregation notices an empty seat where there is usually a familiar face, they let one of the ministers or the Care Connections team know about it as soon as possible.

The **Prayer Warriors** pray for those whose names are written on our Prayer Board. This has continued in its new form of emails being sent to the team, and their prayers include the names of our home members and those who are to be baptised or married during the year. Sadly, due to the continuing pandemic, the restrictions regarding the organising of baptisms and weddings meant there were far fewer than normal. Fourteen baptisms were able to take place, but no weddings. Nineteen funerals were conducted either in Church or at other locations, and there were three interment of ashes at other cemeteries. Using the Cycle of Prayer and the diary from Open Space, the Prayer Warriors pray too for the life of St. Stephen's and for the Ministry Team. Our Cycle of Prayer, from which we pray for our organisations, individuals and those living or working in streets in our parish, provides a platform from which specific prayer needs flow.

Specific needs are prayed for immediately by a team of people known as our **Prayer Chain**. The **Prayer Warriors** and **Prayer Chain** merged and grew in number during 2020, and they have continued emailing and phoning one another with prayer requests.

All requests are treated as confidential. St Stephens truly is a praying Church!

Safeguarding Report

As with most of our church activities over the past year our Safeguarding work has been affected by the pandemic.

There have been substantial periods when we were not holding services or other activities with children or vulnerable adults in person, so our focus could be on more background work such as our policies and procedures.

We received an unexpected instruction from National Church in the autumn that all Disclosure and Barring clearances for those in key roles should be renewed every three years, rather than five as before. This meant that all our DBS certificates needed to be renewed immediately! We were able to do this remarkably quickly and 15 people in the parish received their new certificates by the end of February 2022!

There have been a number of other initiatives which were disrupted by the pandemic that we have been able to engage with as the situation eases.

The Parish Dashboards is an administrative tool from National Church to help us navigate the increasingly complex requirements of Safeguarding in our various activities and should prove to be helpful as we move forward.

Our priority for the immediate future is updating our training as we have slipped behind on our targets for this over the last couple of years, mainly due to the pandemic.

My thanks are due to the many individuals who have continued to contribute to the work of the parish with our more vulnerable members, often in particularly challenging circumstances. Over the past year we have had to adapt to many changes in how we operate, often at short notice, and by working together we have been able to continue to serve our Lord and each other well.

Peter Robbins - Parish Safeguarding Officer

Community

The Church membership are involved in many unseen individual acts of care, service and generosity to those in particular need. In addition, the following community orientated activities have been taking place in and around the Church: -

Church Outreach Groups:

Ladies Group

Ladies Group met in February 2020 for the last time before the Covid lock-down. We returned to our meetings in September 2021. However in this lock-down period we kept in touch with most of our members and in July 2021 the Committee held a Meeting at which it was unanimously decided to change our meeting times from Thursday evening to Thursday afternoon as many of our members felt unsure of returning home late on winter nights.

We returned to our meetings on 16th September to a social celebration afternoon and were delighted to welcome nearly 60 ladies, some returning after not attending for some considerable time and also several completely new members. We met regularly through September and October and into November when we managed to have an early Christmas outing including a Christmas Lunch.

We also managed to have a Bring and Share Christmas Lunch Party, but unfortunately the Covid situation meant we had to cancel our Carol Service.

Due to the Covid situation we have not held an AGM for 2 years, we now intend to have our AGM for 2022 in March as would be normal. At this meeting I will be stepping down as Chairman after 19 years. I will miss the responsibilities and “worries” but will look forward to attending meetings with no responsibilities!! I am delighted that it is proposed that my Vice Chairman, Jean Hulbert, will take over as Chairman at the AGM. Cathy Waddell has been our Treasurer for over thirty years, however due to her mobility problems she is having to resign from this post. Cathy has kept the Ladies Group accounts in such impeccable order, she will be a hard act to follow. We will miss her greatly.

We are delighted to be back and looking forward to our regular celebrations, our Birthday/Anniversary 28th April and our Project Evening raising funds for The Blood Bikes on the 9th June both to be held in our Church.

Jenny Bishop

Outburst Youth Group

2021 saw Outburst re-open in October following the pandemic. We re-opened our doors and welcomed new members to Outburst, with many children joining us from St Stephens Junior School. The re-opening of Outburst has allowed us to review the age group and we decided to only open to children aged between 10 – 13 years old. This would allow us to bridge the changeover from junior to secondary school.

Although we have only had a few meetings in 2021 they have been spent getting to know our new group and understanding the things they like. The year ahead of us is looking fun and we have lots of exciting plans. These sessions will take the form of film nights, crafts, discussions, treasure hunts using bibles and quizzes.

Our aim is to show the young people who attend, that meeting together in a Christian based group can be fun and enjoyable and doesn't necessarily have to be part of a formal meeting. We hope that by planting the seed of Christianity, that when they then feel ready to make their own commitment in faith, they will reflect back on their time at Outburst and want to continue their journey with God.

Carolyn Smith

Knit & Natter

The Group started meeting again at the beginning of September after a long break due to Covid. Most of our ladies returned and we have about 12 - 15 members. We meet weekly and our ladies continue to knit or crochet lovely things, blankets, twiddle muffs and toys etc.

Trish Phipps

See and Know

We returned to See and Know on 16th September after the long break due to Covid. It was really good to be back and we welcomed both new and old families.

We now only run one session on Thursday morning from 10am -11.45. We have had to make some small adjustments to the sessions but on the whole this all seems to work well for us all. We had our usual Christmas party with Father Christmas giving out presents to all the children. It is with sadness that Father Christmas is retiring but we are very grateful for all the years he has been with us. We look forward to the future and to introducing more families and their children to the love of Jesus.

Sue Humphrey

Pensioners Group

It's almost two years since our last report - such strange and unprecedented times. At the beginning of 2020 we had no idea that our lives would be suddenly changed due to the pandemic.

In August 2021, we sent out individual letters to every member, explaining certain 'rules' we had to follow, to make sure everyone gave their name and telephone contact and wore a mask.

Finally, we held our first meeting on 24th September. Fortunately, our meetings continued on a fortnightly basis, including our favourite entertainers - Les and Gina, Classic FM, Dave Cheesley and a bingo session. Our Christmas treat was a visit to Shepton Mallet for a fish and chip lunch, followed by a trip to the local garden centre. Everyone was so pleased to meet up again.

Mary Britton - Chairman

Men's Group

How life has changed! When I look back to our last, pre-pandemic report, and see where we are now, the full effect of a, hitherto unknown virus, really comes home! We were at that time riding high and looking forward to a celebration of our 25th Anniversary which was, in fact, a memorable occasion for all of us and our guests. New life always appears in the Spring, so, we are first of all, so grateful that up to Christmas 2021 were able to enjoy some meetings together culminating in a fantastic Christmas Meal at the Langley Arms.

Then, along came January and once again everything stopped! But, at last, we are now gingerly moving forward with a full, high quality programme for 2022. There is some cause for concern however in that our numbers are at their most critical as normal shrinkage is not being offset with new membership, so, our plea goes out to all men in our Church, and outside of it, aged between 19 and 99...come along and join us please. We are a vibrant group with a great sense of belonging with each other, so why not come along one Thursday evening to the Church Room and see for yourself. We would love to welcome you, as our guest. If you would like to know more about our programme and dates then please, have a word with us. You can be assured of a very warm welcome.

Brian Brown

Financial Overview Year ending 31st December 2021

The Parochial Church funds at the end of this financial year stand at £127,653. This shows an increase of about £59,714 on the 2020 figure, due to the exceptional factors of a £50,000 legacy and grants and provisions towards the costs of repairing the Spire. Once again, the generosity of the Church community is noteworthy.

Investments

Some of the Church reserve funds are invested with the Central Board of Finance and are managed by the Central Board of Finance. The fund yielded £4.50 during 2021.

Unrestricted Funds

The unrestricted general fund reserve has reduced in the year from £41,365 to £36,777, and is held partly in accounts with Lloyds Bank and in an account with the Central Board of Finance. In addition, the designated funds have increased from £25,635 to £76,663, mainly due to the use of a legacy to begin to make provision for improvements to the Church Fabric for the Next Generation – a new Fund. The designated Fabric funds are required to cover the day to day maintenance and the upkeep of the building. The Church Hall fund includes income from the use of the Church Hall. These premises are normally used by a wide range of local community organisations as well as for Church based activities, however the facilities have been largely unused in 2021 due to Covid - 19 restrictions.

Restricted Funds

Restricted Funds within the Church accounts arise from gifts given to the Church to be forwarded to specified Charities, grants and gifts specifically for the Spire repairs, and from Fairtrade goods sold within the Church. Funds remaining in the Restricted fund at the end of the year consist of the build-up of funds for the Spire repairs in 2022, a small sum of Fairtrade cash and monies awaiting allocation to the appropriate Charity.

Income & Expenditure

Church income is generated mainly from the generosity of Church members, together with, in normal years, some well supported fund-raising fayres and events. Planned giving income decreased by 4.5% compared with the previous year. Gift Aid continues to make a significant contribution to the income of the Church.

The Parish Share contribution for 2021 was unchanged from 2020 at £64,050. This represents the Parish contribution to the diocese's costs in providing ministers' stipends and housing as well as a further contribution to diocesan and national services costs.

The Church has an agreed policy of giving around 10% of its Voluntary Income to a number of Charities which have become known as our "Mission Partners" because of their ongoing relationship with members of the Church. These include:-

The Bristol Soup Run
The One25 Project, Bristol
Emmaus, Bristol
Sisters of the Church
Diocesan Uganda Fund
Christian Aid
Beloved
Bristol Schools Connection
Harvest for the Hungry
The Children's Society

There have been some items of Church maintenance during the year, but there are some significant items of repair expected in the coming months including work to the roof and repair of the spire.

The Church Hall has not been able to be self-financing during the year, and a subsidy has been required from Church funds. Repair and resurfacing of the Hall floor was required following ingress of damp during long periods of non-use without heating. A heating program was instituted through the later months of the year to keep the Hall in good order. Volunteer effort has enabled more areas in the Hall to be redecorated during this year, and a programme of continued work will be required to maintain the standard of the building.

During the year, the Church has received a generous legacy of £50,000. This legacy has been earmarked as a provision for the development of the Church premises for the Next Generation.

Building repairs will be undertaken during the year requiring significant funding. Some generous grants have been received, but the Trustees remain cautious about the financial position of the Church. So, whilst there has been some small increase in voluntary income, the Trustees will monitor the financial situation very closely. In addition, the Trustees are very mindful of beginning to make provision for developing the Church premises for the Next Generation.

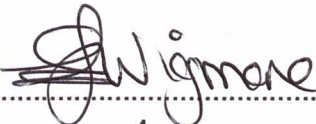
During the year, many Church members have continued to give through the Parish Giving Scheme. This has been a financial lifeline for St Stephen's in a year when our Church doors had to be closed. It has also benefitted us by the monthly tax reclaim system and the ways those on the scheme are prompted to review their level of their giving annually.

Many other Church members have continued filling their weekly giving envelopes and ensure they have found their way into Church funds.

Naturally the offerings through plate donations at services has been reduced - particularly at festival times and though the lack of baptisms in Church. Income from Hall lettings has again been reduced and as we have been unable to hold the Summer Fayre, this has also adversely affected Church income.

BUT... there have also been other wonderful financial gifts from a number of people, recognising the financial implications that Covid-19 restrictions have meant for Church, and therefore have made donations which are over and above their normal giving. We are grateful and thankful to God for this sacrificial giving, as it has meant Church funds are not as dire as they might have been.

The faithful generosity of those who support us financially (and in many other ways) is cause for continuing gratitude. We thank God for you all as We Follow Jesus together.

Approved by the PCC on  and signed on their behalf by
1st MAY 2022

.....
Rev'd Lisa Wigmore, PCC Chair
CHARITY NO. 1131503

St. Stephen's Church Soundwell

Statement of Financial Activities for the year ended 31st December 2021

	2021				2020			
	£	£	£	£	£	£	£	£
	General	Designated	Restricted	Total	General	Designated	Restricted	Total
Incoming Resources								
Incoming resources from donors	£ 82,929.13	£ 10,150.00	£ 2,221.03	£ 95,300.16	£ 86,633.28	£ 205.50	£ 1,692.25	£ 88,531.03
Other voluntary incoming resources	£ -	£ 50,000.00	£ 13,189.00	£ 63,189.00	£ -	£ -	£ -	£ -
Income from ancillary trading	£ 4,286.75	£ 6,740.05	£ 246.60	£ 11,273.40	£ 6,550.10	£ 3,434.63	£ 86.77	£ 10,071.50
Income from Investments	£ 4.54	£ -	£ -	£ 4.54	£ 28.97	£ -	£ -	£ 28.97
Total Incoming Resources	£ 87,220.42	£ 66,890.05	£ 15,656.63	£ 169,767.10	£ 93,212.35	£ 3,640.13	£ 1,779.02	£ 98,631.50
Resources Used								
Grants	£ -	£ -	£ 11,721.03	£ 11,721.03	£ -	£ -	£ 12,415.25	£ 12,415.25
Church Activities	£ 71,008.35	£ -	£ -	£ 71,008.35	£ 70,943.20	£ -	£ -	£ 70,943.20
Fundraising & publicity	£ -	£ 126.80	£ 161.06	£ 287.86	£ -	£ -	£ 264.37	£ 264.37
Church mangement & Admin	£ 8,300.34	£ 18,735.24	£ -	£ 27,035.58	£ 7,887.94	£ 5,628.99	£ -	£ 13,516.93
Total Resources used	£ 79,308.69	£ 18,862.04	£ 11,882.09	£ 110,052.82	£ 78,831.14	£ 5,628.99	£ 12,679.62	£ 97,139.75
Net incoming resources	£ 7,911.73	£ 48,028.01	£ 3,774.54	£ 59,714.28	£ 14,381.21	£ 1,988.86	£ 10,900.60	£ 1,491.75
Transfers between Funds	-£ 12,500.00	£ 3,000.00	£ 9,500.00	£ -	-£ 8,500.00	£ -	£ 8,500.00	£ -
Balance Brought Fwd	£ 41,365.39	£ 25,635.26	£ 938.42	£ 67,939.07	£ 35,484.18	£ 27,624.12	£ 3,339.02	£ 66,447.32
Balance Carried Fwd	£ 36,777.12	£ 76,663.27	£ 14,212.96	£ 127,653.35	£ 41,365.39	£ 25,635.26	£ 938.42	£ 67,939.07

St. Stephen's Church Soundwell

Year ended 31st December 2021

Balance Sheet

31/12/2021

31/12/2020

Current Assets

Stock	£	-
Debtors	Note 3	£ 1,852.27
Central Board of Finance	£	5,272.67
Cash at Bank and in hand	£	122,834.02
Cash in hand	£	8.51

£ 129,967.47

£	343.95
£	3,260.97
£	5,269.92
£	61,490.42
£	139.57

£ 70,504.83

Current Liabilities

Sundry Creditors	Note 3	£1,430.12
Organisation Deposits		
Outburst	£	287.71
Flower Fund	-£	5.94
Holiday Club	£	270.70
Choir Fund	£	331.53

£ 2,314.12

£1,681.76
£ 287.71
-£ 5.94
£ 270.70
£ 331.53

£ 2,565.76

Net Assets

£ 127,653.35

£ 67,939.07

Statement of Funds

Unrestricted - General Note 4 £ 36,777.12

£ 36,777.12

£ 41,365.39

£ 41,365.39

Designated

Note 5

Designated - Fabric	£	12,339.67
Designated - Fabric Special Projects	£	2,165.46
Designated - Next Generation Fund	£	60,000.00
Designated - Hall	£	2,158.14

£ 76,663.27

£ 20,458.19
£ 2,015.46
£ -
£ 3,161.61

£ 25,635.26

Restricted

Note 6

Mission	£	1,015.45
Fairtrade	£	8.51
Spire Fund	£	13,189.00
Uganda Fund	£	-
Job Help	£	-

£ 14,212.96

£ 1,015.45
-£ 77.03
£ -
£ -

£ 938.42

Total Funds

£ 127,653.35

£ 67,939.07

Approved by the Parochial Church Council on 1st May 2022 and signed on their behalf by

Reverend Lisa Wigmore, Vicar

Lorraine Sanderson, Treasurer

Notes to the Financial Statements

1 Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the accruals basis. The financial statements have been prepared under the historical cost convention.

Funds

General 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. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts 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.

Incoming Resources

Voluntary income and capital sources

* Collections are recognised when received by or on behalf of the PCC.

* Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on gift aid donations is recognised when the donations are received.

* Funds raised by the fete, garden party and similar events are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

Income from investments

Dividends and interest are accounted for when received. Tax recoverable on such income is recognised in the same accounting year.

Resources used

Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The diocesan quota or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Creditors are recognised on the basis of goods and services received and measured at the settlement amount.

Fixed assets

Consecrated land and buildings and movable church furnishings

* Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.

* Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 31st December 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1st January 2001 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially over 4 years) on a straight line basis.

* All expenditure on consecrated or beneficed buildings, individual items under £2,500, or the repair of moveable church furnishings acquired before 31st December 2000 is written off.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £2,500 or less are written off when the asset is acquired.

Current assets

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

* Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank

2. Trustee Remuneration, Related parties Transactions and Staff Costs

* Two Trustees received expenses in performance of their duties totalling £705.85.

* Mrs L.M. Cooper who is a Trustee received £750 for her work as Musical Director plus £120 for Wedding and Funeral services.

* Mr G. Harris who is a Trustee received £70 for his duties as vergier

* Mrs J. Brookshaw who is the wife of a Trustee received £35 for her duties as vergier.

* Mr P. Sanderson who is the husband of a trustee received £2,371.20 for his duties as Hall Cleaner

* There is one other member of staff, our Church's Promotions Officer

Year ended 31st December 2021

NET ASSETS PER FUND

	Total	General	Designated	Restricted	Total	Fabric	Generation	Special	Hall	Total	Spire	Mission	Fair trade
Current Assets													
Stock	-	-	-	-	-	-	-	-	-	-	-	-	-
Debtors	1,852.27	1,562.27	290.00	-	290.00	-	-	-	290.00	-	-	-	-
Central Board	5,272.67	5,272.67	-	-	-	-	-	-	-	-	-	-	-
Bank	122,834.02	31,875.76	76,753.81	14,204.45	76,753.81	12,339.67	60,000.00	2,165.46	2,248.68	14,204.45	13,189.00	1,015.45	-
Cash	8.51	-	-	8.51	-	-	-	-	-	8.51	-	-	8.51
	<u>129,967.47</u>	<u>38,710.70</u>	<u>77,043.81</u>	<u>14,212.96</u>	<u>77,043.81</u>	<u>12,339.67</u>	<u>60,000.00</u>	<u>2,165.46</u>	<u>2,538.68</u>	<u>14,212.96</u>	<u>13,189.00</u>	<u>1,015.45</u>	<u>8.51</u>
Current Liabilities													
Creditors	1,410.12	1,049.58	380.54	-	380.54	-	-	-	380.54	-	-	-	-
2020 Creditor	20.00	20.00	-	-	-	-	-	-	-	-	-	-	-
Outburst	287.71	287.71	-	-	-	-	-	-	-	-	-	-	-
Flower Fund	(5.94)	(5.94)	-	-	-	-	-	-	-	-	-	-	-
Holiday Club	270.70	270.70	-	-	-	-	-	-	-	-	-	-	-
Choir Fund	331.53	331.53	-	-	-	-	-	-	-	-	-	-	-
	<u>2,314.12</u>	<u>1,953.58</u>	<u>380.54</u>	<u>-</u>	<u>380.54</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>380.54</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Assets	127,653.35	36,757.12	76,663.27	14,212.96	76,663.27	12,339.67	60,000.00	2,165.46	2,158.14	14,212.96	13,189.00	1,015.45	8.51
Funds	127,653.35	36,777.12	76,663.27	14,212.96	76,663.27	12,339.67	60,000.00	2,165.46	2,158.14	14,212.96	13,189.00	1,015.45	8.51
Difference	-	(20.00)	-	-	-	-	-	-	-	-	-	-	0.00

St. Stephen's Church Soundwell
Year ended 31st December 2021
Detailed Income and Expenditure Account

Note 4

		2021	2020
General Fund Income			
<i>Incoming resources from donors</i>			
Offerings and donations "Gift Aided"	£	54,490.55	£ 56,387.46
Income Tax recovered from "Gift Aid"	£	15,507.96	£ 16,891.28
Offering envelopes not "Gift Aided"	£	1,419.71	£ 1,462.46
Open plate offering	£	2,718.59	£ 2,158.83
Sundry donations	£	8,792.32	£ 9,733.25
		£ 82,929.13	£ 86,633.28
<i>Incoming resources from charitable and ancillary trading</i>			
Fees	£	2,808.00	£ 4,683.00
Sundry	£	555.75	£ 397.60
Cards & Calendars	£	923.00	£ 1,469.50
		£ 4,286.75	£ 6,550.10
<i>Income from investments</i>			
Interest received	£	4.54	£ 28.97
Total incoming resources		£ 87,220.42	£ 93,212.35
General Fund Expenditure			
<i>Activities directly relating to work of the Church</i>			
Ministry - Parish pledge	£	64,050.00	£ 64,050.00
- Clergy expenses	£	705.85	£ 1,583.19
- Sundry	£	429.21	£ 147.06
Church Insurance, Light and Heat	£	4,395.44	£ 3,966.74
Music provision	£	930.00	£ 840.00
Communion and other service costs	£	497.85	£ 356.21
		£ 71,008.35	£ 70,943.20
<i>Church management and administration</i>			
Printing, stationery and envelopes	£	1,990.75	£ 2,540.16
Equipment purchased	£	-	£ -
Salaries	£	3,089.64	£ 2,675.01
Subscriptions and Admin Sundries	£	2,583.95	£ 1,948.57
Cards & Calendars	£	636.00	£ 724.20
		£ 8,300.34	£ 7,887.94
Total resources used		£ 79,308.69	£ 78,831.14
Net incoming resource		£ 7,911.73	£ 14,381.21
Transfer between funds (To Mission)	£	9,500.00	£ 8,500.00
Transfer between funds (To Hall Fund)	£	3,000.00	£ -
Balance brought/fwd 1st January 2021	£	41,365.39	£ 35,484.18
Balance carried/fwd 31st December 2021		£ 36,777.12	£ 41,365.39

St. Stephen's Church Soundwell
Year ended 31st December 2021
Detailed Income and Expenditure Account

Note 5

		2021	2020
Designated Funds			
<u>Fabric Fund</u>			
Legacies & Sundry Donations	£	-	£ -
Spire Grants	£	-	
Fetes, Bazaars and Fund raising	£	2,288.05	£ -
Total incoming resource		£ 2,288.05	£ -
Church maintenance	£	4,204.75	£ 3,127.56
Spire Costs	£	6,075.02	
Costs of Fetes, Bazaars and Fund raising	£	126.80	£ -
Total Expenditure		£ 10,406.57	£ 3,127.56
Net Incoming(Outgoing) resources		-£ 8,118.52	-£ 3,127.56
Balance brought/fwd 1st January		£ 20,458.19	£ 23,585.75
Balance carried/fwd 31st December 2021		£ 12,339.67	£ 20,458.19
<u>Fabric Special Projects</u>			
Donations for Church projects	£	150.00	£ 205.50
Total incoming resource		£ 150.00	£ 205.50
Church projects	£	-	£ -
Total Expenditure		£ -	£ -
Net Incoming(Outgoing) resources		£ 150.00	£ 205.50
Balance brought/fwd 1st January		£ 2,015.46	£ 1,809.96
Balance carried/fwd 31st December 2021		£ 2,165.46	£ 2,015.46
<u>Next Generation Fund</u>			
Legacies	£	50,000.00	£ -
Donations	£	10,000.00	£ -
Total incoming resource		£ 60,000.00	£ -
Church projects	£	-	£ -
Total Expenditure		£ -	£ -
Balance brought/fwd 1st January			
Balance carried/fwd 31st December 2021		£ 60,000.00	£ -
<u>Hall Account</u>			
Hall Lettings	£	4,452.00	£ 3,434.63
Church Organisations	£	-	£ -
Transfer from General Fund	£	3,000.00	£ -
Total incoming resources		£ 7,452.00	£ 3,434.63
Hall running costs	£	4,653.19	£ 324.49
Wages	£	1,758.64	£ 1,441.52
Water rates	-£	97.15	£ 391.20
Light and Heat	£	2,140.79	£ 344.22
Total Expenditure		£ 8,455.47	£ 2,501.43
Net incoming/outgoing resources		-£ 1,003.47	£ 933.20
Balance brought/fwd 1.1.21		£ 3,161.61	£ 2,228.41
Balance carried/fwd 31st December 2021		£ 2,158.14	£ 3,161.61

St. Stephen's Church Soundwell
Year ended 31st December 2021
Detailed Income and Expenditure Account

Note 6

Restricted Funds	2021	2020
<u>Mission Fund</u>		
Sundry donations and collections	£ 2,221.03	£ 1,692.25
	£ 2,221.03	£ 1,692.25
Transfer between Funds (from General)	£ 9,500.00	£ 8,500.00
Total incoming resource	£ 11,721.03	£ 10,192.25
<u>Expenditure - Grants</u>		
Bristol Soup run	£ 1,300.00	£ 1,500.00
One25 Project	£ 1,300.00	£ 1,500.00
Emmaus	£ 1,300.00	£ 1,500.00
Sisters of the Church	£ 1,500.00	£ 1,500.00
Diocese Uganda fund (19 & 20)	£ 500.00	£ 1,723.00
Christian Aid	£ 1,300.00	£ 1,500.00
Beloved	£ 1,300.00	£ 1,500.00
Bristol Schools Connections	£ 1,000.00	£ -
<u>Donations from collections</u>		
Harvest for the Hungry	£ 320.00	£ -
Help for Heroes	£ -	£ -
Sisters of the Church	£ 1,802.77	£ 1,692.25
Children's Society	£ 98.26	£ -
<u>Sundry Donations</u>	£ -	£ -
Total Expenditure	£ 11,721.03	£ 12,415.25
Net Incoming(Outgoing) resources	-£ 0.00	-£ 2,223.00
Balance brought/fwd 1st January 2021	£ 1,015.45	£ 3,238.45
Balance carried/fwd 31st December, 2021	£ 1,015.45	£ 1,015.45
<u>Fairtrade</u>		
Income from charitable and ancillary trading		
Sales	£ 246.60	£ 86.77
Stock writeoff	£ -	
Less Cost of sales	£ 161.06	£ 264.37
Net incoming resources	£ 85.54	-£ 177.60
Add: Balance brought/fwd 1.1.21	-£ 77.03	£ 100.57
Balance carried/fwd	£ 8.51	-£ 77.03
<u>Spire Fund</u>		
Grants for Spire Repairs	£ 13,189.00	£ -
Net incoming resources	£ 13,189.00	
Balance brought/fwd 1st January 2021	£ -	£ -
Balance carried/fwd 31st December, 2021	£ 13,189.00	£ -
Restricted Balance	£ 14,212.96	£ 938.42

**St Stephens Church, Soundwell
Accounts for the year ended 31st December 2021**

**Independent Examiner's Report
to the PCC of St Stephen's Church, Soundwell**

I report on the accounts of the Trust for the year ended 31st December 2021, which are set out on pages 12 to 18.

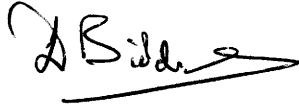
As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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.

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

- * the accounting records were not kept in accordance with section 130 of the Charities Act; or
- * the accounts did not accord with the accounting records; or
- * the accounts did not comply with the applicable requirements concerning the form and content of the 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.

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 Biddel
12 The Newands
Frenchay
Bristol
BS16 1NQ

3 May

2022