THE PARAOCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST.JAMES' WEST END IN THE DIOCESE OF WINCHESTER

England & Wales · Charity number 1132863

Details

Other names	WEST END PCC OF ST.JAMES'
Status	Registered
Legal form	Previously excepted
Registered	2009-11-21
Register	View on the Charity Commission register

Contact

Address	St. James Church Church Hill West End Southampton SO30 3AT
Phone	07762673350
Email	stjameswe@gmail.com
Website	www.stjameswestend.org.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Regular public worship open to all,provision of sacred space for personal prayer, meditation and contemplation. Pastoral work, visiting the sick, bereaved and housebound. Teaching of Christianity through sermons, courses and house groups.Supporting the work of the local CofE Primary School and other schools in the parish. Provision of a Sunday School.

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Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED, IN PRACTICE, LOCAL
- Hampshire
- Southampton City

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£119,483	£112,613	-	-
2023-12-31	£137,352	£136,597	-	-
2022-12-31	£149,809	£146,408	-	-
2021-12-31	£109,220	£124,270	-	-
2020-12-31	£91,828	£108,354	-	-

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Trustees

Name	Role	Appointed
Rev Vicky Alexandra Maunder	Chair	2019-06-25
Alan Peter Jenkins		2020-07-01
BRADLEY FRY		2025-05-11
CAROL MARY KIDD		2016-11-16
DAVID JOHN FORSTER		
DIANA MARY BARNES		2020-10-25
Derek Arthur Stevens		2025-05-11
Dr Jennifer Frances Thorne		2024-04-28
Dr Peter Alan Littlejohns		2023-04-23
Janet Barrett		2024-04-28
Lesley Joan Diment-Davies		2025-05-22
Linda Marguerite Spratt		2023-04-23
Margaret Frances Tilcock		2024-04-28
Mary Alison Blake		2023-04-23
NOEL STEPHEN BECKET		2021-05-09
Penelope Jane Hollingsworth		2023-04-23
Rev LINDA SUSAN GALVIN		2015-07-05
SCOTT EDWARD LANGRIDGE		2016-04-17
Stephen Paul Wiseman		2024-04-28

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THE PARAOCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST.JAMES' WEST END IN

England & Wales - Charity number 1132863

Accounts

The Parish Church of St. James West End

Annual Report of the Parochial Church Council

for the year ended 31st December, 2024

To be presented at the annual Meeting of Parishioners and the Annual Parochial Church meeting

St James' Church, West End
2024 Report and Accounts for the Parochial Church Council

Aims and Purposes

St. James' Parochial Church Council (PCC) has the responsibility of co-operating with the Vicar, Reverend Vicky Maunder, in promoting the work of the ecclesiastical parish (which covers the village of West End, Townhill Farm, Harefield and part of the Bitterne area of Southampton) and the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It is also responsible for the maintenance of the adjoining Church Hall. It supports the work of St. James' Church of England Primary School.

Objectives and activities

Our church meets for worship, prayer and fellowship. We offer baptisms, weddings and funerals, and pastoral and spiritual support to anyone living in the parish who requests it. We seek to build positive relationships with local organisations, groups and schools, and to maintain our buildings for the benefit of all in our parish.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St James'.

When planning our activities, we consider the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion.

In 2024 we were very keen to make children and young people a priority focus for our latest Mission Action Plan review. Positive work included schools' visits, activity mornings and services. We carried on with targets agreed in our Mission Action Plan, including improvements to our welcome and communications, and offering more opportunities for engagement with the Bible, to develop our care for the environment and to work together with a shared vision to serve Christ in this place.

Achievements and performance

Worship and prayer

All are welcome to attend our regular services; Sung Eucharist services are held on Sunday mornings at 9:30 and Church Alive services at 11:00, with joint services combining both congregations on various dates during the year. We continue to welcome children singing in the choir and taking part in the 9.30am service on the first Sunday of each month. We also hold a popular Eucharist on Wednesday mornings at 10.30am with organist and small choir. Sunday evening services alternate between Sung Evensong and Taizé services. We livestream our Sunday 9:30am Eucharist and Evensong services on a regular basis.

At the end of the year 2024 there were 142 parishioners recorded on the Church Electoral Roll, 35 of whom live outside the parish. The average weekly attendance at St James' based on figures counted during October was 124. (This excludes separate baptism services that month, if they are included the figure is 160.) Attendance figures increased at festivals. Our Christmas Christingle services as usual were very popular and three were held this year to accommodate all those who wished to attend.

We held two Confirmation services in 2024, one in February with seven candidates and another in November when three candidates were confirmed. Bishop Geoff Annas presided at both these joyful occasions.

As well as our regular services, we offer baptism, wedding and funeral services, enabling our community to celebrate and thank God at the milestones of life's journey.

Deanery Synod
Three members of the PCC currently sit on the Deanery Synod, providing an important link between the parish and the wider structures of the church.

PCC
This year the PCC has focussed on Safeguarding and Risk Assessments, improving our Safer Recruitment process. We also ran a Stewardship campaign ending in July with a view to encouraging giving and recruiting time and talents from our congregation.

Church and Church Hall
The buildings remain in generally good condition for their age. Recommendations from the 2023 Quinquennial Survey are in process, including masonry and window repairs. The bell is now back in its housing, refurbishment and tuning having been covered by generous donations.

In October the church was again treated with Ultra-low volume fogging to stop the invasion of cluster flies that cause problems annually.

As the churchyard had never been legally closed the PCC agreed to apply to close the churchyard via a civil procedure through the Ministry of Justice. Once the process is complete, responsibility for the maintenance of the churchyard will be transferred to West End Parish Council. In the meantime the churchyard has been kept as neat and tidy as possible and we have also had essential tree maintenance carried out during the course of the year.

We are able to keep the church open during daylight hours from Tuesday to Friday; this is much appreciated by the community who come to visit and pray. The church is also hired by Salem Mar Thoma Church as well as being used as a venue for concerts and rehearsals by visiting musicians and ensembles, widening our reach into the local community.

Our church hall with modern kitchen is available for hire by community groups and for private functions. As well as frequent use by church groups, our regular users include local charity groups, Mar Thoma church and gardening clubs.

Children's Work
Our popular Wednesday morning Stay and Play group has continued to give the opportunity for parents and carers of young children and babies to meet up and for the children to play; from January 2025 it will transfer to a Friday morning.

We ran monthly children's activity mornings and welcomed class visits to the church from local schools.

Church School
We have very strong links with our local church school, Saint James Church of England Primary School, with the Vicar and two members of the church as Foundation Governors. Our Associate Priest Revd Linda Galvin is based at the school for two days a week. The music project introduced in 2023 ran until the summer 2024, encouraging the children to learn hymns and songs in a weekly Collective Worship at school. Some of the school children have subsequently joined the church choir.

Pastoral Care
A team of trained pastoral visitors support the Vicar with pastoral visits including some taking Home Communion to the housebound and to several of the Care/Residential Homes within our parish. Hospital visits are also made to parishioners. The clergy are available to anyone requesting support.

Discipleship
This year we have run several courses including a Lent course based on a bible study book "How to Eat Bread" and a discussion group based on the Acts of the Apostles.

Mission and evangelism
Our HOPE (Home and Overseas Partnership and Education) committee arranges fundraising events to meet the needs of others within the Church and the wider world, this year supporting Kitchen Table Trust and Air Ambulance UK as well as other charities with the Pots of HOPE initiative and the annual Christmas Card appeal. Our Lent appeal benefited the charity Shelter Box "A Tent for Lent", which has provided emergency shelter and disaster relief in 98 countries over the last 22 years.

Our monthly Parish Magazine is available in a free-of-charge online version via the church website and is emailed to a regular mailing list, as well as being available in printed version for a small fee for those who are unable to access the necessary technology.

Outreach this year has again included running a "Warm Spaces" group in the hall during the months of January to March, (an initiative offering warmth and company to all and born out of the cost-of-living crisis and increases in energy bills). In the summer we held a "Holiday at Home" event with good outreach, and a mix of ages attending. The Community Café continues to run once a month; and we take part in community events run by the Parish Council and host events in the church buildings; this year including a Christmas Tree Festival in December which drew many visitors from the local area and beyond.

Eco Church
We are members of the A-Rocha UK movement's Eco Church programme which equips churches in England to care for creation and "go green", obtaining a Silver Award. The church allotment has this year produced its first flowers and foliage for use in decorating the church and is a source of companionship and joy to all who work on it.

Ecumenical Relationships
We are members of the Hedge End, West End and Botley Churches Together group (HEWEB) and have two members of the church attending meetings on a regular basis. This year as well as joining in with the Service for Christian Unity and World Day of Prayer we have again supported the Holiday Bible Club for children. Our vicar also meets regularly with other church leaders serving on the Harefield estate.

Volunteers
We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. In particular, we want to mention our churchwardens David Forster, Janet Barrett and our assistant churchwarden Noel Becket, who have worked so tirelessly on our behalf. We also thank our excellent treasurer Jane Hollingsworth, along with all the other members of the PCC for their valuable contribution to our ministry and for keeping the church running.

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.

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.

The full PCC met six times during the year with an average level of attendance of 72%. The PCC operates through a number of committees which meet between full meetings of the PCC:

Standing Committee: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council; debates complicated or detailed issues prior to submitting proposals to the PCC and reviews the financial situation.

HOPE (Home and Overseas Partnership and Education) Committee. Under this committee, the Church's ministry in the wider world is addressed, with events arranged to meet the needs of others within the Church, and by setting and attaining the aims of the mission work of the Parish.

Risk Management Policy
The PCC actively reviews the major risks which the church faces on a regular basis and believe that maintaining reserves, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The PCC has also examined the operation and business risk which they face and confirm that they have established systems to mitigate the significant risks.

Safeguarding
The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 and has given due regard to the House of Bishops' guidance on the safeguarding of children and vulnerable adults. We are currently working towards a "green light" on all sections of the Diocese of Winchester Parish Safeguarding Dashboard, an online tool that helps Parish Safeguarding Officers and PCCs to keep track of safeguarding within their parish with links to Church of England safeguarding policies, guidance and local templates.

Administrative Information

The Church of St James, West End, is located on the A27 at the junction of West End Road with Church Hill. The postal code area in which the church is located is SO30 3AT, OS grid reference OS 466 141. It is part of the Diocese of Winchester within the Church of England. The correspondence address is St James' Church, Church Hill, West End, Southampton, SO30 3AT.

The Parochial Church Council of the Ecclesiastical Parish of St James' West End in the Diocese of Winchester is registered with the Charity Commission - No 1132863, with the working name of "West End PCC of St James". The date of registration was 21st November 2009.

The following served as members of the PCC from the APCM held 28th April 2024:

Ex officio members:			
Vicar	Revd V Maunder	Chairman	(From June 2019)
Associate Priest	Revd L Galvin	Vice Chair Chairman	(From July 2015 – May 2018) (From July 2018 – June 2019)
LLM	Mrs C Kidd	Safeguarding Officer	(From November 2016)
LLM	Mr A Jenkins	LLM Emeritus	(From August 2020)
Wardens:	Mr D Forster	Vice Chair	(First elected 2024) To 2030
	Mrs J Barrett	Deputy Vice Chair	(First elected 2024) To 2030
Elected members:			
Representatives on the Deanery Synod (3)	Dr P Littlejohns		(Until APCM 2026)
	Mrs C Kidd	Safeguarding Officer	(Until APCM 2026)
	Mr S Langridge	Deputy S/guarding Officer	(Until APCM 2026)
	Mr N Becket	Assistant Warden	(Until APCM 2027) [1]
	Mr S Wiseman	Health & Safety Officer	(Until APCM 2027) [1]
	Mrs D Barnes	Eco Group	(Until APCM 2027) [1]
	Dr J Thorne		(Until APCM 2027) [1]
	Mrs M Tilcock		(Until APCM 2027) [1]
	Mrs A Clover		(Until APCM 2025) [1]
	Mr F Amonya		(Until APCM 2025) [1]
	Mrs F Weston		(Until APCM 2025) [2]
	Mrs R Owton		(Until APCM 2026) [2]
	Miss L Spratt		(Until APCM 2026) [1]
	Miss M Blake		(Until APCM 2026) [1]
	Mrs J Hollingsworth	Treasurer and Gift Aid Secretary	(Until APCM 2026) [1]

Elected members may serve a maximum of six years, then 2-year break (took effect in 2003)

PCC Secretary	Mrs S Overell
Electoral Roll Officer	Mr D Stevens
Health & Safety Officer	Mr S Wiseman

Financial Review

Total receipts on unrestricted funds in 2024 were £100,377 of which £53,799 were unrestricted voluntary donations and a further £11,748 originated from Gift Aid. Restricted donations totalling £5,843 were also received and are detailed within the financial statements.

Planned giving in total decreased by around 7% on the previous year, which is indicative of a general trend in declining donations experienced within the Church of England. Our thanks are extended to everyone who responded to the Stewardship campaign that we launched this year due to the declining revenue. There are so many people within our Church family who donate in so many ways to St James' so it is hard to ask for more, however the additional donations that we did receive certainly helped to stabilise our financial situation.

We also benefitted from a drop in our Common Mission Fund for 2024 in response to the economic environment from £50,678 in 2023 to £47,213 in 2024. This was paid in full during the year and the discount has helped our financial position. Our Commission Fund requirement for 2025 has been set at £51,030.

The Hall and Church continued to provide much needed rental income from commercial and charitable organisations, whilst supporting our own outreach and community activities. 1n 2024 Church and Hall lettings accounted for £13,158 of our unrestricted income (13%).

Fundraising has become an increasingly important part of our Church income and our grateful thanks are extended to all those who contributed to the highly successful fundraising efforts during 2024. Total net funds raised for the Church from these events was a significant injection of £6,582.

As a result, the Church and Hall showed an overall excess of income over expenditure of £8,491 for the year ended 31st December 2024.

2024 saw the gradual introduction of a new financial software package for the Church, operating alongside the previous accounting system. This was in response to a changing financial climate, creating an Eco-friendly accounting system to reduce paperwork and necessity for physical archiving space; to provide remote access to financial information for those that need it; provide upload facilities for those claiming expenses; faster response times; professional invoicing and credit control and provide the PCC with detailed reporting and financial control. It also provides a quickly accessible backup system in the event that the Treasurer is unable to carry out their duties. The system is now operating in real time and went live from 1st January 2025. There are now 17 registered users on the software.

The PCC welcomed Katie Mathieson to the administrative team as Assistant Treasurer in 2024. Katie has worked closely with our Treasurer, Jane, during the past year in developing the system, has already proved herself to be a great asset and is developing her understanding of Church accounting. Our previous Treasurer, David, has also been involved throughout the process and his knowledge and experience have been invaluable.

The finance team are looking forward to a calmer 2025 and are excited about introducing areas of the software that we are yet to explore. Faced with challenging economic times, we believe that the software will also streamline our process for Gift Aid and potentially increase our claims.

Reserves Policy

St James' Church, West End aims to keep uncommitted net financial assets within 3- and 6-months average routine costs and promises to take corrective action within 3 months if uncommitted net financial assets fall outside of these limits. At the end of December, this equated to between £22,971 and £45,943. The cash balance of £67,864 held on unrestricted (including designated) funds at the year-end, together with the amounts payable to and from the PCC comfortably exceeded this target. Receipts and payments are reviewed on a bi-monthly basis by the PCC via Finance reports distributed by the Treasurer.

Trustees' Responsibilities

The Charities Act 2011 requires the trustees to prepare financial statements for each financial year which presents a true and fair view of the state of affairs of the Charity and of the surplus of the Charity for that period. In preparing those financial statements the trustees are required to:

i) Select suitable accounting policies and apply them consistently
ii) Make judgements and estimates that are reasonable and prudent
iii) Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity. 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.

Approved by the Trustees on: 26th March 2025

Signed on their behalf by Trustee:

Name: VICKY MAUNDER

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ON THE UNAUDITED ACCOUNTS OF THE PAROCHIAL CHURCH COUNCIL OF ST JAMES' CHURCH WEST END, SOUTHAMPTON

I report to the trustees on my examination of the accounts of The Parochial Church Council Of St James' Church West End, Southampton for the year ended 31 December 2024.

RESPONSIBILITIES AND BASIS OF REPORT

As the trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the Trustee'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 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

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 Charity 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 requirement 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.

C J Goodhead FCA
Knight Goodhead Limited
Chartered Accountants
7 Bournemouth Road
Chandler's Ford
Eastleigh
Hampshire
SO53 3DA

Dated: 02-Apr-2025

PAROCHIAL CHURCH COUNCIL OF ST JAMES' CHURCH, WEST END, SOUTHAMPTON

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
INCOMING RESOURCES					
Voluntary income	**2a**	70151	1703	71854	90159
Activities for generating funds	**2b**	9479	2219	11698	6329
Investment income	**2c**	733	57	790	642
Church Activities	**2d**	20014	15127	35141	40222
TOTAL INCOMING RESOURCES		100377	19106	119483	137352
RESOURCES EXPENDED					
Capital Expenditure	**3a**	0	3400	3400	15712
Church Activities	**3b**	88269	17208	105477	118678
Costs of generating funds		2897	119	3016	1607
Governance costs	**3c**	720	0	720	600
TOTAL RESOURCES EXPENDED		91886	20727	112613	136597
NET INCOMING/OUTGOING RESOURCES BEFORE TRANSFERS		8491	-1621	6870	755
Transfer between funds	**7**	0	0	0	0
		8491	-1621	6870	755
Brought forward as at 1st January 2024		59373	9271	68644	67889
Carried forward as at 31st December 2024		67864	7650	75514	68644

PAROCHIAL CHURCH COUNCIL OF ST JAMES' CHURCH, WEST END, SOUTHAMPTON

STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 31 DECEMBER 2024

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
CURRENT ASSETS					
Bank Current Accounts		12025	3970	15995	13956
Bank Liquidity Accounts		55840	3680	59520	54688
Total Monetary Assets		67865	7650	75514	68644
Debtors					
HMRC Charities Tax Claim		2220		2220	976
Church and Hall letting fees		959	0	959	1071
		3179	0	3179	2047
Total Current Assets		71044	7650	78693	70691
Creditors					
Independent Examiner Fee		720		720	600
Payments due to Missions/Charities			163	163	1039
Other life events payments due			1281	1281	1089
Wedding deposits			1011	1011	200
Church Hall Security Deposits		100		100	50
Total Creditors		820	2455	3275	2978
NET CURRENT ASSETS		70224	5195	75418	67713

Non Monetary Assets

Inventory assets i.e. furnishings, fittings and equipment including a photocopier and various garden machinery, for Ecclesiastical use, are vested in the Vicar and Churchwardens as custodian trustees

Approved by Trustees on: 26th March 2025.

Signed on behalf by: V. Maunder

Name in Full:

VICKY MAUNDER.

PAROCHIAL CHURCH COUNCIL OF ST JAMES' CHURCH, WEST END
NOTES TO THE FINANCIAL STATEMENTS

1. Accounting Policies **For the year ended 31 December 2024**

The Financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards. In preparing the financial statements the PCC follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015).

The financial statements have been prepared under the historical cost basis of accounting in accordance with the Charities Act 2011 and in accordance with applicable accounting standards, except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Basis of Accounting

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners and they meet the appropriate legal requirements.

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not normally invest separately for each fund.

Incoming resources

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The Diocesan CMF (Common Mission Fund) (formerly known as parish share) is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognized when it incurred and is accounted for gross.

Statement of Assets and Liabilities

The following assets are recognized but not necessarily valued in the Statement of Assets and Liabilities:-

Consecrated and beneficed property is excluded from the accounts by s.10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property and listed in the church's inventory, which can be inspected (at any reasonable time). All expenditure incurred during the year on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

PAROCHIAL CHURCH COUNCIL OF ST JAMES' CHURCH, WEST END
NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

2. Analysis of Incoming Resources

		Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
a)	**Voluntary Income**					
	Planned Giving		48491		48491	52155
	Collections at Services		5308	163	5471	5028
	Gift Aid recovered		11748		11748	12990
	Grants		986		986	0
	Donations		3618	1540	5158	9986
	Legacy		0		0	10000
			70151	1703	71854	90159
			£	£	£	£
b)	**Activities for generating funds**					
	Christmas market		1210		1210	1297
	Christmas tree festival		4663		4663	0
	Away In A Manger event		0		0	568
	Barbecue event		1970		1970	1401
	Organ repair fundraising		0		0	0
	200 Club lottery		900		900	930
	Other		736	102	838	294
	HOPE committee fundraising			2117	1949	1839
			9479	2219	11698	6329
			£	£	£	£
c)	**Investment income**					
	Bank interest		733	57	790	642
			733	57	790	642
d)	**Church activities**					
	Parish magazine sales		318		318	305
	Parish magazine advertising		690		690	660
	Parochial fees (Life Events)		3702		3702	7318
	Refreshment contributions		935		935	962
	Warm Spaces donations		200		200	89
	Votives		284		284	283
	Stay and Play			776	776	0
	Church and Hall lettings		13158		13158	7186
	Trading (plants, books,recycling etc)		727		727	409
	Life Events receipts			14351	14351	23010
			20014	15127	35141	40222

3. Analysis of Resources Expended

		Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
a)	**Capital Expenditure**					
	Lady Chapel roof repairs				0	6432
	Bell Tower repairs (50%)			3400	3400	3400
	Photocopier				0	5880
			0	3400	3400	15712
b)	**Church Activities**					
	Diocesan parish contribution		47213		47213	50678
	Clergy and staffing costs		12259		12259	11728
	Church running expenses	**3b(i)**	22516	2122	24638	25129
	Hall running costs		4550		4550	5669
	Mission giving and donations	**3b(ii)**	1731	2641	4372	2963
	Life Events payments			12445	12445	22511
			88269	17208	105477	118678
c)	**Governance Costs:**					
	Independent Examination		720		720	600
3b(i)	**Church Running Expenses:**					
	Insurance		3499		3499	3370
	Gas and electricity		8888		8888	11219
	Church repairs and maintenance		4281	16	4297	1058
	Organ servicing and repairs			797	797	2967
	Costs of services		2381	977	3358	3476
	Printing, stationery & communications		2121		2121	1807
	Childrens work support costs		770		770	704
	Parish magazine production		576		576	528
	Allotment costs			332	332	0
			22516	2122	24638	25129
3b(ii)	**Mission giving and donations**					
	Outreach and books		417		417	314
	Pastoral team support costs		120		120	157
	Warm Spaces		624		624	49
	Stay and Play			608	608	0
	Music project		420		420	885
	Eastleigh Basics Bank – advent			102	102	0
	Charitable donations:					
	Through the Roof				0	50
	Churches Together HEWEB		50		50	100
	A Rocha				0	50
	Deanery Synod		30		30	20
	Inclusive Church		50		50	0
	The Children's Society		20		20	0
	HOPE mission fund (**note 6**)			1931	1931	1338
			1731	2641	4372	2963

4. Diocesan CMF (Common Mission Fund) (formerly Parish Share)

The 2024 CMF request of £47,212.93 was paid in full. There was a decrease of £ 3,465.23 compared to 2023. For 2024 the CMF was again calculated at Diocesan level under a system which takes into account the Church Membership of a parish and the Affluence category of the parish (for St.James' category C - evenly to unfavourably placed).

5. Payments to PCC Members

The following payments have been made to PCC members or related parties during the year:-

Revd. L.Galvin £438 to reimburse mileage expenses (£ 419 in 2023)

All expenses claimed were supported by appropriate documentation and authorized by 2 other PCC members. No other personal payments or expenses were paid to any other PCC member, persons closely connected to them or related parties. No material transaction took place between the PCC and a PCC member or any person connected to them.

The Vicar's salary is paid directly by the Diocese. All other clergy are voluntary members of the team.

6. Mission Giving and Donations

The HOPE mission fund made the following charitable donations during the year:

	2024		2023
	£		£
Mission to Seafarers	213		208
Countess Mountbatten House	411		171
Society of St James'	213		121
DEC Earthquake Appeal	0		310
Cohen's Box	0		50
The Big Difference	0		50
Kitchen Table Charities Trust	0		150
Christians Against Poverty	375		150
Toilet Twinning	0		128
St James C of E Primary School	50		0
No Limits	50		0
AIM Int – Growing Nations	375		0
Shelter Box	244		0
	1931	£	1338

In addition to the above monies raised, during 2024 St.James' paid directly into the bank account of The Children's Society £ 127.82 collected at our 2024 Christingle services and the Children's Society home boxes. (A further £163.03 was collected by credit card and has been processed through our restricted funds) Also during 2024 £ 405.40 was banked into the Christian Aid bank account from donation envelopes in church. Collections taken at our Community Coffee events, raised funds for the HOPE mission charities and also £117.39 was sent directly to the Royal British Legion. In September, the Church took part in the MacMillan Big Bake and paid £246.50 in total to MacMillan Cancer. The payments made from the 2024 Charity Christmas card (£381.23) will be shown in the 2025 accounts.

PAROCHIAL CHURCH COUNCIL OF ST JAMES' CHURCH, WEST END
NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

7. Fund Movements

The movements in designated and restricted funds during the year were as follows:

	Bal Bfwd £	Receipts £	Payments £	Transfer £	Bal c/fwd £
Designated					
Music project	1765	1050	420		2395
Legacy fund (unspecified)	5883		528		5355
Restricted legacy - DB	4670				4670
Buildings reserve	10000	986	986		10000
Warm Spaces	952		624		328
Church Hall	8967	9991	4552		14406
	32237	12027	7110	0	37154

	Bal Bfwd £	Receipts £	Payment £	Transfer £	Bal c/fwd £
Restricted					
Flower Fund	1855	720	661		1914
HOPE mission fund	1083	2129	2050		1162
Bell Tower Fund	2684	1003	3416		271
Music Fund	471	3	173		301
Choir Fund	0	544	144		400
Organ fund repairs/tuning	1442	398	797		1043
Stay and Play	24	778	608		194
Allotment Fund	423	1	332		92
Basic Bank Calendars	0	102	102		0
The Childrens Society	0	165	0		165
Life Events (weddings/funerals)	1289	13263	12444		2108
	9271	19106	20727	0	7650

PAROCHIAL CHURCH COUNCIL OF ST JAMES' CHURCH, WEST END NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1,000.

The following assets are recognized and a monetary value given as part of the description in the Statement of Assets and Liabilites:-

Amounts owing from HMRC (Her Majesty's Revenue & Customs) where a formal claim has been made.

Any other amounts owing to the PCC including Church Hall lettings and insurance claims.

Legacies where formal notification of entitlement and amount has been received at 31

December by the PCC. Closing bank balances as shown in the receipts and payment accounts.

The following liabilities are recognized in the Statement of Assets and Liabilities:-
Any loans or overdrafts advanced to the PCC.

Creditors for goods and services where the supply has been received but not invoiced by

31 December.

Payments due to Mission partners/Charities where fundraising events have taken place as part of the current yearly projects but not yet paid out to the missions/charities.

Fees for Pastoral services conducted (Marriages and Funerals) but not yet paid out.

Advance Marriage fees collected for payment out in the next financial year.

Vicar's report and reports from Churchwardens and other organisations associated with St James

Please note that any accounts mentioned hereafter do not form part of the audited accounts

VICAR'S REPORT

It's wonderful to read the different reports that follow detailing the many things we have done as a church over the past year. Thank you so much to everyone who has given their time, shared their gifts and donated financially to enable our church life. But perhaps it's not so much what we do but how we do it, with hearts open to God, keen to love, to encourage and to serve.

At the heart of our church life is our worship that I hope inspires, nourishes and encourages us. Over the year we have had more children and young people offering their gifts at our services, singing in our choir and serving at our 9.30am Eucharist, and joining our Church Alive Music Group and taking part in our 11am service. Alongside our Sunday, Wednesday and Feast Day services, we also enjoyed a Choral Evensong for our patronal festival and two Saturday afternoon Worship Jams.

We were blessed to welcome Bishop Geoff Annas, acting Bishop of Southampton, for baptisms and confirmations on 11th February and 3rd November. These were very special services as the 10 candidates made their public commitment to follow Jesus. We thank God that new people are joining our church and wanting to learn more about faith.

We have offered a number of courses over the year to nurture, deepen and encourage a questioning faith; the lent groups looked at Miranda Threlfall-Holmes' book 'How to eat bread' on reading the Bible. Brenda Holden ran summer and autumn Bible discussion groups on the Acts of the Apostles and Carol Kidd and Brenda ran the Encircled in Care course on Christian caring.

Other highlights of the year included the Christmas Tree Festival, Warm Spaces, the Holiday at Home event, and school visits from Townhill Junior school and Harefield School. We briefly partnered with St Luke's for youth work led by their youth worker Maddie.

In February we joined the Inclusive Church network making a public statement about our commitment to the inclusion of all people in church life and we agreed to offer Same Sex blessings at St James. We welcomed ordinand Lucy Hoyes for a summer placement and ordinand Charlie Gibbs joined us in the autumn for a 2-year placement. Charlie is with us in the parish on Tuesdays, Fridays and Sundays.

2024 was a significant year for our diocese. In January we welcomed a new Bishop of Winchester, Philip Mounstephen, and in November a new Bishop of Southampton, Rhiannon King. We look forward to seeing how they shape the diocese going forward.

Sincere thanks to our excellent team at St James, the ministry team, Rev'd Linda Galvin, Carol Kidd and Alan Jenkins; the church wardens, Jan Barret, David Forster and Noel Becket; the treasurer team, Jane Hollingsworth and Katie Mathieson; PCC secretary Sue Overell and everyone who supports and enables our church life in any way. Finally, we remember with love those who have journeyed on to God's nearer presence this last year, Betty Buikus, Fred White, Sally Redfearn and Elayne Cutler. May they rest in peace and rise in glory.

Rev'd Vicky Maunder

CHURCHWARDEN'S REPORT ON THE FABRIC AND FURNISHINGS OF THE CHURCH

As we conclude our first year in office, we are extremely grateful to everyone who by giving their time and sharing their skills ensure that St James' remains a special church to both worship and socialise in and where a welcoming face is always present. A recent visitor to the church remarked that St James' felt like it was a living church, full of life and love.

As churchwardens we are charged with keeping the church building and everything in it in good repair so it is as this point that it is important that we say a special thank you to Noel, who spends many hours here wrestling with both interior and exterior maintenance plus various emergency technical issues.

Works carried out over the past year from the log book are:

March – the bell was refurbished, complete with fittings and a new bell ringing mechanism refitted.

June – a fallen branch in the main car park was dealt with by SSE.

July – two copes (long capes) were obtained from the closed Millbrook Church and the lightning conductors were serviced.

September - the hidden gullies were cleared. Tree work was carried out by Treemenders as per the survey, unfortunately a Magnolia and a Beech tree in the south east part of the churchyard had to be removed. The thermostat in the hall was housed inside a lockable box to prevent tampering and to help control unnecessary heating costs.

October – the church and hall fire extinguishers were serviced by Classic Fire. The church and hall heating were serviced by Anchor and the cluster flies were treated with ULV by Pest Doctor.

November – hall drains were checked and cleared and all electrical items were PAT-tested by Remy Electrics.

December – the organ was tuned by South Coast Organs and the organ humidifier and blower were serviced twice during the year.

Church life

As well as our regular worship services our church continues to be used throughout the year for outreach and fundraising, by schools for worship and as part of their curriculum, by orchestras, choral groups and Mar Thoma.

Finally, and importantly, we can't forget those who look after our church both inside and out throughout the year. You are all truly valued, the gardeners, the cleaners and the eco warriors. Those of you who contribute so much to the wellbeing of our church – the servers, the choir, the intercessors and readers, the sound system operators, the flower team and the welcomers, those who look after our pastoral care, safeguarding and health and safety, our financial team, secretary and PCC committee, the musicians and catering teams. Many of you may be unseen but your work doesn't go unnoticed, our grateful thanks go out to you all.

And most of all we thank Vicky, Linda and the ministry team for their devotion, caring encouragement, guidance and leadership providing spiritual and pastoral support to our church family and into our local community.

David Forster / Janet Barrett / Noel Becket

CHURCHES TOGETHER

HEWEB (Hedge End, West End and Botley) report 2024/25

The various churches regularly meet with both ordained and lay persons attending, to discuss ways in which we can share our common faith in the community.

Current members are St James', St Luke's, St John's, Anchor Church, OLA (Our Lady of the Assumption) Catholic Church, St Brigid's, KCC, Salvation Army, Hedge End Methodist Church and Botley Church which also represents Durley and Curdridge Churches.

In 2024 both the Big Top Holiday Bible Club in August and the Wonderlab Christmas Activity morning were well attended with over 30 children at each, from various HEWEB churches. Biblical teaching combined with circus skills and scientific wizardry meant the children all thoroughly enjoyed themselves and had a whale of a time... which is great because this summer's theme is around Jonah and the Whale.

It was decided that the HEWEB website would be deactivated. This was because it became obvious that it wasn't being used by the general public and that events and information from HEWEB would be better shared by the HEWEB Facebook page or through the communications of the member Churches. A WhatsApp group for HEWEB representatives has also been set up to try and reduce the number of emails being sent and to speed up communication within the group. This will be reviewed throughout the coming year.

In January 2025 we gathered together to celebrate Christian Unity at St John's Church in Hedge End with music led by Anchor Church, bible reading from OLA Catholic Church and preaching from St Luke's and St James'. It was wonderful to see representatives from across the HEWEB group and gather together in worship.

Sadly in 2025 we have to say goodbye to two of our current attendees. Captain Ian Davis from The Salvation Army will be moving to his new posting in Manchester, after 20 years of leading Hedge End Salvation Army. Also Rev Clive Beard the current curate at St Luke's Church in Hedge End will also be leaving to become Vicar of his own Church in Preston. They will be very much missed and we will be praying for them and their families in their new placements.

The good news is that we have a new member Church. The Good Shepherd Church in Hedge End has been unanimously voted into the group; we look forward to getting to know Pastor Rajan Robert.

The return to a more relaxed style of group meetings, within the framework of a new formal working agreement, has seen an improvement in attendance and an added enthusiasm to try new ways to engage with the local community. For example, the Gospel Music event being held at St James' Church on Saturday 28th June 2025. Groups of singers from across the HEWEB will join together to put on an uplifting concert to raise money for two local charities, the Countess Mountbatten Hospice (Mountbatten Hampshire) and the Food Bank.

Rachel Owton & Revd Linda Galvin

DEANERY SYNOD REPORT

St James' Church was represented at all of the 2024 Deanery Synod meetings.

At each meeting there are parish and financial updates, information sharing relevant to current diocesan and national church matters. Often there will be an invited speaker.

In February 2024, an update was received on the January Clergy Conference.

In June Sam Scott, Diocesan Environment Officer, gave a presentation and led a Q&A session on Eco Church. In October, the speaker was Bishop Philip who introduced himself and outlined the Walking the Wessex Way vision for the diocese.

In the summer, following Danny Stupple's resignation, Carol Kidd was elected into the role of Lay Chair. Revd. Linda Galvin continues as the synod secretary.

In the autumn synod bid farewell to the Assistant Area Dean Sarah McClelland, who moved from Valley Park to a parish in Jersey, and at the end of the year synod said thank you to Revd. Richard Wise as he completed his 5 years in the role of Area Dean.

Carol Kidd, Peter Littlejohns and Scott Langridge
Deanery Synod representatives for St James' West End.

HOPE COMMITTEE ANNUAL REPORT

H HOME
O OVERSEAS
P PARTNERSHIP
E EDUCATION

HOPE kicked off 2024 with a delicious Sunday Brunch. 40 people attended and £291.05 raised. This was followed in March with a Quiz and Curry evening hosted by Chris Badcock which raised £325.06. The Lent Appeal in aid of ShelterBox was well supported and £193.91 donated to help give shelter to families facing disaster. The Harvest Lunch in October was attended by 43 people and raised £400.50. In December donations to the Charity Christmas Card raised £381.23 and this was shared equally between the Society of St James, Mission to Seafarers, Samaritans and No Limits.

HOPE also received donations from HEWEB (Hedge End, West End and Botley Churches Together), Stay and Play, Lincoln Court and Community Coffee Mornings. Donations of £375 have been sent to each of our nominated charities CAP (Christians Against Poverty) and Growing Nations alongside £50 Pots of HOPE to Saint James' School and No Limits. We were also able to send donations to Christian Aid from envelope collections and profit from the Christian Aid Lunch and the Children's Society from collections from boxes and Christingle Services.

I stood down as Chairman in September and unfortunately with no successor the Committee felt unable to continue in its present form. The PCC agreed that the Committee should be dissolved at its meeting in February 2025 and that the £822.54 balance in our account would be split equally between our two nominated charities Growing Nations and Air Ambulances UK.

I have thoroughly enjoyed my 25+ years on the HOPE Committee and would like to thank everyone who has served on the Committee and helped at and supported our events.

Fiona Weston

PASTORAL TEAM REPORT 2024

During 2024 the Pastoral Team officially met 6 times. Meetings provide opportunity to update and support each other, to explore various aspects of training and to share in Bible study and prayer. In addition to home visits to congregation members who are housebound and / or in hospital, the Pastoral Team members continue to provide services to Dawson Lodge, Oaklands, Speedwell Court and Sunnycroft care homes and also the residents of Lincoln Court.

Pastoral Workers help with Stay and Play, are involved with Baptism preparation, and distribute cards to members of the church family at times of illness and bereavement, as well as for special celebratory occasions and cards to those who are housebound or unwell at Christmas and Easter. We support the clergy with the November All Souls service and particularly with the annual Special Lives service in December.

Safer recruitment checks, DBS applications and safeguarding training are adhered to as per St James' Church Safeguarding Policies and Diocesan requirements.

Thank you to all the pastoral team workers and associates for their dedication and the time that they give to supporting others in action and through prayer.

Anna Chaplaincy

2024 has been a busy year for my chaplaincy. Referrals come from the local Care Navigators and the Southampton Caraway charity: these pertain to older persons of all faiths and none, who are lonely and isolated and to whom I provide spiritual care.

With the support of the Pastoral Team and Warm Spaces leaders, monthly coffee mornings, a Spanish Holiday at Home and a dementia friendly café style Carol Service proved to be successful events with valuable outreach to the wider community.

A number of the coffee mornings were designated as opportunities for raising funds for various charities including supporting the HOPE committee Lent and Advent appeals, Christian Aid, Mountbatten Hospice, Macmillan Cancer and the Royal British Legion.

On a wider perspective, I co-led care home ministry teaching sessions for Southampton care home volunteers, also a spiritual care module for BCM Pastoral participants.

An important aspect of this role includes representing St James' West End through local, diocesan and national opportunities.

Carol Kidd
LLM / Anna Chaplain / Pastoral Team Coordinator

CHILDREN'S AND YOUTH WORK

At St James' we continue to provide a range of opportunities for children to engage with the church.

On Sundays we provide two sessions for children, at 9.30am we have a group in the hall during which time we retell the story that corresponds with what is happening in church, and use activities and crafts to help us understand it. At the 11am service during the more informal service we offer an all-age break-out session to explore the meaning of the story; this is usually an activity or craft based on the story of the day.

We offer various themed activity mornings throughout the year, these include Good Friday, Harvest, Christmas, Candlemas, All Saints plus many more. These mornings attract all ages and it is a lovely opportunity for children and adults to spend time together.

We continue to provide the tree trail in the church grounds as an outreach tool, it continues to be popular and we have received positive feedback from people that use it. Each month the trail has a different theme.

The support work with Southampton City Mission on their school days continues, involving us going into a school with them to offer support as they lead various days of exploring the Christian faith. They deliver assemblies, and Question of Faith days which includes a Transition theme. These days are always rewarding and a chance to plant seeds of faith.

As a church we have built strong links with Harefield Primary school who have visited the church at Easter and Christmas to experience the stories, the Year 5 children explored six stations set up around the church exploring the Easter stories and at Christmas the Year R classes were able to dress up in nativity costumes and retell the story of the first Christmas and they made stained glass windows. We have also been invited to be part of their Christmas and Summer fayres. A small group from Townhill Junior School visit us several times in the school year to explore the Christian faith and explore the church; these are always really positive days for the children, the staff and ourselves.

The local Beaver group visits occasionally with their leaders to explore faith as they work towards achieving their faith badge.

Unfortunately, we are currently unable to run our own youth group at the moment. Some of our young people joined in with a group at another church, supported by Vicky, Linda and myself, but this is currently not meeting. This is an area of our work that needs prayer to help us to be able to move forward with supporting our youth.

I would like to take this opportunity to thank everyone who supports our children's work; we wouldn't be able to run these events without the help of volunteers and the welcome and encouragement of our church family.

Janet Barrett

SAINT JAMES' SCHOOL CHAPLAINCY

In 2024, the role of the chaplain has become firmly embedded into the life of the school and children, staff and parents have all made use of my time and pastoral skills from time to time over the year as well as developing excellent working relationships with everyone. As a school we have worked hard to continue to develop our values, and this was very evident in the SIAMS report we received following their inspection in July. Two of the phrases from that report are particularly memorable, 'The relentless commitment to love is evident in its daily practices' and 'The purposeful and positive culture established by school leaders has a transformative impact'.

Our Collective Worship is both recognisable and adaptable, so that it is inclusive for all. As the SIAMS report stated; "The daily acts of worship are thoughtfully planned and led with expertise and enthusiasm. Pupils participate in discussions with others and time is purposefully planned for quiet self-reflection. They enjoy the time to pause and ponder on the big questions presented in worship. Using the school's reflective language, pupils connect with questions and stories meaningfully which further promotes their spiritual growth. Adults recognise the positive impact worship has on them, one staff member explaining, "when I can't get to church collective worship stands in the gap". Including worship themes, stories, and Bible verses in newsletters bridges the connection for parents.

This is especially gratifying as a lot of my time is spent planning and working with teachers to present these acts of worship. I have also spent time with all of the ECTs (Early Career Teachers) to help them develop these skills as well. In addition, further work has been carried out to support children in leading their own class Collective Worship, particularly in Years 3 and 4.

However, one of the most popular forms of Collective Worship is when we take this outside. Every term a whole week is dedicated to Outdoor Collective Worship and feedback suggests that this engagement with nature and worship is 'a real spiritual experience' as one child commented.

The subject of RE also takes up my time, and I have regularly visited classes to add Christian viewpoints and in depth understanding of how Christians interact in the world and the respect that is shown to other faiths. Again, SIAMS reported that; "Their development is further enriched by the creative and inclusive

methods used by staff. In addition to discussions and art activities, religious meals are recreated and explored to stimulate interest". One of which is our re-enactment of a Seder meal, which explores Christianity's roots and the Easter story.

However, what I consider a real privilege is the fact that I can enter any of the classrooms at any time as part of my practical work on the spiritual areas of the classrooms and be greeted warmly, or wander around with the children during breaktime, sweeping up any who appear in need of friendly chat, or preparing the children's prayers that are left on our prayer trees for our Celebration Collective Worship each week. This is on top of me operating an open-door policy for anyone to drop-in if needed.

Revd Linda Galvin

STAY AND PLAY

Stay and Play at St James' Church continues to be very successful. Our aim is to create a safe, nurturing environment where small children, parents, grandparents and carers flourish and develop friendships in a Christian environment. Our sessions in the autumn term ran during term times on Wednesdays from 9.15 am finishing at 10.45am.

At Christmas I (Penny Beeby) handed in my notice to retire from running the group and have been doing a transitional hand over with Charlie Gibbs (ordinand at St James). Due to Charlie being unavailable on Wednesdays we have changed the group to Fridays (same running time).

The changeover has been very smooth, and although we have sadly lost some families due to the new session day, we have gained many new families, which is really encouraging. We often get up to 20 children, parents/ grandparents and carers every week.

Monies taken weekly from the sessions are being collected monthly by Jane Hollingsworth (bagged and put weekly in the church safe) and are held in a named restricted fund. From Easter 2025 Charlie Gibbs will be in charge of money collected (counted and signed by 2 people) and small money claims will go through the online accounting system at St James'. During the summer term we will assess money collected and divide the proceeds between the church (for running costs) and St James' church chosen charities. A small amount will be kept in the restricted fund for renewing any broken resources etc.

Parents/carers register children every week on a weekly registration sheet and complete a registration form when they have attended their second week. The file with addresses and details on are kept in the church office. The registration sheets are looked at every year and obsolete forms are destroyed.

All volunteers at Stay and Play have current DBS checks in place with the diocese and have completed appropriate safe guarding courses. Our paperwork regarding roles is current, but will be reviewed and amended as necessary in the summer term as will be all health and safety risk assessments. We will also do a deep clean of all equipment in the summer and discard any broken resources.

Penny Beeby (Stay and Play leader) and Team

SAFEGUARDING REPORT

At APCM 2024, Scott Langridge stepped into the role of Assistant Safeguarding Officer.

Working together we share the load: I have continued to lead on DBS administration and safeguarding training; Scott has led on improving and clarifying the parish safer recruitment process. A back-fill of reference gathering was completed for all PCC members, Church Officers, Pastoral and Children's Leaders and Workers.

At an extra meeting of the PCC, the National Safeguarding Standards were discussed and action plans made. The Parish Safeguarding Dashboard was regularly updated with necessary checks made for compliancy. Parish safeguarding policies were edited and approved by the PCC. Church Officers, the PCC and all in named roles were reminded of the importance of following the Code of Safer Working Practice.

Safeguarding Sunday was observed at both the 9:30am Eucharist and Church Alive with focussed preaching and prayer, together with a poster and information display.

St James' was represented in safeguarding videos, newsletter and social media posts produced by the diocesan promotions team: Safeguarding is everyone's responsibility.

Carol Kidd
PCC Parish Safeguarding Officer

MUSIC REPORTS

Choir and Organ

The church choir continues to thrive. We have stability in numbers and good attendance, so we are able to make a good contribution to the various services at St James'. Highlights this past year included a Choral Evensong on the day of the Patronal Festival, the Advent and Christmas carol services, and a trip to Havant to take part in an evensong there. Slightly shorter excursions saw us at the Christmas lights switch-on, and at the Remembrance Sunday service at the war memorial.

The church organ is holding up well, despite the wild fluctuations of temperature that our climate throws at it! It's able to accompany services effectively and can play music from right across the repertoire. Thanks to Ashley for being the organist at the Wednesday morning service, where a small band of loyal singers enjoys his playing. Thanks too to Martin and John for standing in when I'm away.

We have a number of younger people in the choir these days, and even more on the first Sunday of the month when we welcome children to join us for the all-age service. There's always room for more, at any age – so if you'd like to sing with us, please get in touch.

Finally, my thanks to the choir members for all their hard work over the past year. We've learned a lot, and had fun doing it – singing with both the spirit and the understanding, as we say in our choristers' prayer every week.

Chris Fay

Church Alive Music

I am filled with joy as I reflect on another wonderful year with the Church Alive Music Group. Each Sunday, as we come together in worship, I am reminded of the power of music to uplift, inspire and unite us in faith. It is an honour to share this journey with such dedicated and talented musicians.

Our current members include: Debbie Thomson - our gifted singer and guitarist, whose voice carries deep emotion. Mary Blake - a trumpeter whose melodies enrich our worship. Diana Barnes - our warm-toned singer who brings a beautiful depth to our sound. Clive Stafford - a guitarist whose soulful tones resonate with everyone. Jon Bagley - a guitarist whose tone always bring us to a place of peaceful. We also welcomed Joe Owton - our newest and youngest member, who brings a vibrant beat to our worship on his cajon. And I continue to serve as the pianist, bringing harmony to our ensemble.

This year, we took a significant step forward by enhancing our equipment and sound system for Church Alive Music Group. We invested in three Shure SM58 microphones (which are industry standard professional microphones), three leads and three stands, ensuring that our performances are clearer, richer and more immersive for the congregation. Musically, we have been exploring a diverse range of songs, selecting a mix of traditional hymns and modern worship hymns. We hope everyone, no matter how young or old can find joy and connection through music.

In the coming year, I look forward to seeing how our music will continue to grow. May we have more opportunities to touch lives through our music, drawing hearts closer to God and united with faith.

Anita So

PALS (Parishioners at Lunch on Sundays)

Since the last APCM, the PALS group has met about 11 times. We have continued at, and now have settled on the Master Builder pub in West End. Since their change of ownership, food, service and prices continue to be very good and at the time of writing we expect to continue there on the 4th Sunday of the month – apart from national holidays. At these times we have moved a week earlier or later if convenient.

We have had several new members join us (we are now about 18/19 in total) but we still welcome anyone who wishes to join us for a pub Sunday lunch once a month. Not everyone can or wishes to make every month. Nevertheless, the pub has been very good at accommodating us on one or two tables.

Rita Payne

ECO GROUP REPORT

The Eco-group is much encouraged by the fact that Suzy has joined us, and she is full of good ideas. We have met 3 times during the year, and were glad to have the new Diocesan Environment Officer, Sam Scott, attending one of our meetings. It's good that the Diocese is supporting, with this new post, the efforts of many churches to be more sustainable.

We needed to update our Silver Award, as A Rocha, which manages Eco-church, has changed its survey considerably, adding more questions, but acknowledging the difference between urban and rural churches. We are glad to report that we were easily able to retain our Silver, and intend to press on towards Gold. If St Saviour's, Brockenhurst can achieve Gold, the 3rd in our diocese to do so, there is hope for us! Diana has attended two A Rocha webinars, and these have been very useful and encouraging.

Our church is one of the 206 highest energy emitters, but that's because we're busy, which is, after all, what we are supposed to be. We need a Land Management Plan, but we await the results of an Energy Audit, now due to report in March. In the meantime, there are small ways in which we can improve. Although church members grew tomatoes in grow-bags in the past, we decided to avoid this use of single-use plastic, and anyway, we now have the allotment. We agreed to keep some of the brambles, which are good for wildlife, and to arrange for some areas of the church grounds to be left for wildlife in 'No-mow May', although most of the areas need to be tidy enough for wedding photos!

There is a lot more that we can do and more that we can encourage members of the congregation to do, and we will be more pro-active after our meeting in March.

Diana Barnes

FLOWER ARRANGERS' REPORT

2024 saw the flower team continue with sustainability, adapting the containers and trying different methods and we have finally achieved it to our best standard. With the cost of flowers at an all-time high, we have introduced the use of some silk flowers with real foliage and it is difficult to tell the difference.

Easter 2024 was early and we had some new team members, and decorated the church, with the Easter Garden outside again. There were only four weddings - May, June, and two in July.

We hosted a group of children from Townhill school and did some flower arranging with them, which they thoroughly enjoyed.

We also had some flowers from the church allotment, which was a bonus. (See allotment report).

Harvest was a great success, with sunflowers, alstroemeria, gladioli and verbena from the allotment, and we are looking forward to using more from the allotment in 2025. The year ended with the Christmas Tree Festival; the theme was Peace On Earth and the flower team decorated a tree with flowers and the meaning of each flower.

We now are looking forward to another busy year in 2025.

Lyn Spratt

ALLOTMENT 2024

The allotment has been a lot of hard work, with little money, we managed to get donated wood and make raised beds, then in June we had a lot of top soil arrive free again, so a team came up one evening and with a few wheelbarrows filled the raised beds.

In June there was The Big Green Week and we had the ECO Warriors from St James' School visit the allotment and plant some dahlias and iris and the Squirrels (Scouts, not the furry creatures) did some planting and both groups learnt about not using insecticides and looking after the planet.

We did a lot of planting including foliage shrubs and hopefully in 2025 we will reap the benefits, keeping us even more sustainable.

Lyn Spratt

WARM WELCOME

Warm Welcome is now in its 2nd year. In 2025 we started the 4th January until 7th March, a period of 10 weeks, and everyone really looked forward to the Thursday morning sessions.

In 2024, with help from a grant from Eastleigh Southern Parishes of £1,000 we were able to buy new table cloths to brighten up the hall and which we would also be able to use afterwards.

We bought new games including dominoes, Scrabble, cribbage, playing cards and puzzles as well as the refreshments each week. There was also some budget left, so we were able to help fund other events for older people, notably a "holiday at home" event in the summer and a Christmas Party with carols.

The Parish Council also supported Warm Spaces by allocating funds to pay for taxis for older people who otherwise would not be able to attend.

We finished the 10 weeks 2024/2025 sessions with a party, serving sandwiches, cakes and picky bits.

Everyone would have liked it to continue longer, so look out for Warm Spaces sessions in 2026.

Lyn Spratt

CHURCH STATISTICS FOR 2024 and previous years:

Church Statistics	**2024**	**2023**	**2022***	**2021***	**2020***	**2019**	**2018**	**2017**	**2016**
(Previous year figures are recorded in brackets)									
Baptisms	34	(29)	(31)	(3)	(5)	(39)	(38)	(34)	(34)
Confirmations	10	(3)	(4)	(0)	(0)	(0)	(0)	(7)	(0)
Weddings	4	(8)	(12)	(6)	(4)	(14)	(15)	(13)	(13)
Funerals & Burials	25	(25)	(23)	(7)	(9)	(20)	(12)	(15)	(15)
Easter Communicants	157	(148)	(151)	(69)**	*	(161)	(162)	(159)	(134)
Christmas Communicants	102	(121)	(100)	(84)**	*	(140)	(159)	(187)	(168)

* Unfortunately, because of the Covid-19 pandemic where due to lockdowns and restrictions public worship was either suspended and offered on-line or offered with limited congregation numbers, reliable statistics were not available for this year.

** Congregation numbers were restricted at these services because of Covid-19.

THE PARAOCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST.JAMES' WEST END IN

England & Wales - Charity number 1132863

Accounts

The Parish Church of St. James
West End

Annual Report
of the Parochial Church Council

for the year ended 31st December, 2023

St James' Church, West End
2023 Report and Accounts for the Parochial Church Council

Aims and Purposes

St. James' Parochial Church Council (PCC) has the responsibility of co-operating with the Vicar, Reverend Vicky Maunder, in promoting the work of the ecclesiastical parish (which covers the village of West End, Townhill Farm, Harefield and part of the Bitterne area of Southampton) and the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It is also responsible for the maintenance of the adjoining Church Hall. It supports the work of St. James' Church of England Primary School.

Objectives and activities

Our church meets for worship, prayer and fellowship. We offer baptisms, weddings and funerals, and pastoral and spiritual support to anyone living in the parish who requests it. We seek to build positive relationships with local organisations, groups and schools, and to maintain our buildings for the benefit of all in our parish.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St James'.

When planning our activities, we consider the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion.

In 2023 we held a Vision Day to review our church life and to discern our priorities for moving forward. Subsequently we agreed targets for a new Mission Action Plan including improvements to our welcome and communications, to offer more opportunities for engagement with the Bible, to develop our care for the environment and to work together with a shared vision to serve Christ in this place.

Achievements and performance

Worship and prayer

All are welcome to attend our regular services; Sung Eucharist services are held on Sunday mornings at 9:30 and Church Alive services at 11:00, with joint services combining both congregations on various dates during the year. This year we have had children singing in the choir and acolyting at the 9.30am service on the first Sunday of each month. We also hold a popular Eucharist on Wednesday mornings at 10.30am with organist and small choir. Sunday evening services alternate between Sung Evensong and Taizé services. We livestream our 9:30am Eucharist and Evensong services on a regular basis.

At the end of the year 2023 there were 147 parishioners recorded on the Church Electoral Roll, 42 of whom live outside the parish. The average weekly attendance at St James' based on figures counted during October was 129, but this number increased at festivals. Our Christmas Christingle services in particular were very popular and three were held this year to accommodate all those who wished to attend.

As well as our regular services, we offer baptism, wedding and funeral services, enabling our community to celebrate and thank God at the milestones of life's journey.

Deanery Synod
Two members of the PCC currently sit on the Deanery Synod (with one vacancy), providing an important link between the parish and the wider structures of the church.

PCC
This year the PCC has focused on being an inclusive church in the broadest sense. We ran a Radical Welcome course, considered accessibility in the building, discussed the Living in Love and Faith material and the blessing of same sex relationships and worked with the congregation towards the decision to join the Inclusive Church network.

Church and Church Hall
The buildings remain in generally good condition for their age. The Quinquennial Survey was carried out in October, but recommendations have not yet been received. Necessary work to the Lady Chapel was carried out as there had been several leaks over the past few years; this was funded by a generous donation. The bell, an important part of announcing our presence to the village, was sent away for refurbishment and tuning, and the belfry was inspected and cleaned ready for the bell to return.

All wooden external sheds have been treated this year and in October the church was treated with Ultra-low volume fogging to stop the invasion of cluster flies that cause problems annually.

The churchyard is kept as neat and tidy as possible with the help of a team of volunteers and occasional working party days; with West End Parish Council cutting hedges for us.

We are able to keep the church open during daylight hours from Tuesday to Friday; this is much appreciated by the community who come to visit and pray. The church is also hired by Salem Mar Thoma Church as well as being used as a venue for concerts and rehearsals by visiting musicians and ensembles, widening our reach into the local community.

Our church hall with modern kitchen is available for hire by community groups and for private functions. As well as frequent use by church groups, our regular users include local charity groups, Mar Thoma church and gardening clubs.

Children's Work
Our popular Wednesday morning Stay and Play group gives the opportunity for parents and carers of young children and babies to meet up and for the children to play.

We ran monthly children's activity mornings and welcomed class visits to the church from local schools.

Church School
We have very strong links with our local church school, Saint James Church of England Primary School, with the Vicar and two members of the church as Foundation Governors. Our Associate Priest Revd Linda Galvin is based at the school for two days a week, and 2023 saw the introduction of a church/school music project, headed by our choir director Chris Fay, encouraging the children to learn hymns and songs in a weekly Collective Worship at school. This has further developed with some children coming to sing in the Church choir at least once a month.

Pastoral Care
A team of trained pastoral visitors support the Vicar with pastoral visits including some taking Home Communion to the housebound and to several of the Care/Residential Homes within our parish. Hospital visits are also made to parishioners. The clergy are available to anyone requesting support.

Discipleship
Over the course of this year, we have run several courses including a Lent course using the film "Chocolat" as a starting point for exploring issues about God, the world, and what it means to be human and a Radical Welcome course exploring all aspects of becoming an inclusive church which celebrates and affirms every person and does not discriminate.

Mission and evangelism
Our HOPE (Home and Overseas Partnership and Education) committee arranges fundraising events to meet the needs of others within the Church and the wider world, this year supporting Kitchen Table Trust and CAP (Christians Against Poverty) as well as other charities with the Pots of HOPE initiative.

Our monthly Parish Magazine is available in a free-of-charge online version via the church website and is emailed to a regular mailing list, as well as being available in printed version for a small fee for those who are unable to access the necessary technology.

Outreach this year has included running a "Warm Spaces" group in the hall during the months of January to March, (an initiative offering warmth and company to all and born out of the cost-of-living crisis and increases in energy bills); running a Community Café once a month; taking part in community events run by the Parish Council and hosting events in the church buildings; this year including events centering round the coronation of King Charles III.

Eco Church
We joined the A-Rocha UK movement's Eco Church program which equips churches in England to care for creation and "go green", working to and obtaining a Silver Award by September 2023. With the help of the local parish council, we took over a local allotment where we are hoping to grow flowers and foliage to supply for use in decorating the church.

Ecumenical Relationships
We are members of the Hedge End, West End and Botley Churches Together group (HEWEB) and have one member of the church attending meetings on a regular basis. This year as well as joining in with the Service for Christian Unity and World Day of Prayer we have supported local initiatives such as Holiday Bible Club, delivering welcome leaflets to new housing developments and promoting a local neighborhood tea party meeting. Our vicar also meets regularly with other church leaders serving on the Harefield estate.

Volunteers
We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. In particular, we want to mention our churchwardens Scott Langridge, Diana Barnes and our assistant churchwarden and buildings officer Noel Becket, who have worked so tirelessly on our behalf. We also thank our outgoing treasurer for the past 20 years, David Forster, and welcome Jane Hollingsworth who has taken over from him, along with all the other members of the PCC for their valuable contribution to our ministry and for keeping the church running.

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.

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.

The full PCC met six times during the year with an average level of attendance of 74%. The PCC operates through a number of committees which meet between full meetings of the PCC:

Standing Committee: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council; debates complicated or detailed issues prior to submitting proposals to the PCC and reviews the financial situation.

HOPE (Home and Overseas Partnership and Education) Committee. Under this committee, the Church's ministry in the wider world is addressed, with events arranged to meet the needs of others within the Church, and by setting and attaining the aims of the mission work of the Parish.

Risk Management Policy

The PCC actively reviews the major risks which the church faces on a regular basis and believe that maintaining reserves, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The PCC has also examined the operation and business risk which they face and confirm that they have established systems to mitigate the significant risks.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 and has given due regard to the House of Bishops' guidance on the safeguarding of children and vulnerable adults. We are currently working towards a "green light" on all sections of the Diocese of Winchester Parish Safeguarding Dashboard, an online tool that helps Parish Safeguarding Officers and PCCs to keep track of safeguarding within their parish with links to Church of England safeguarding policies, guidance, and local templates.

Administrative Information

The Church of St James, West End, is located on the A27 at the junction of West End Road with Church Hill. The postal code area in which the church is located is SO30 3AT, OS grid reference OS 466 141. It is part of the Diocese of Winchester within the Church of England. The correspondence address is St James' Church, Church Hill, West End, Southampton, SO30 3AT.

The Parochial Church Council of the Ecclesiastical Parish of St James' West End in the Diocese of Winchester is registered with the Charity Commission - No 1132863, with the working name of "West End PCC of St James". The date of registration was 21st November 2009.

The following served as members of the PCC from the APCM held 23rd April 2023:

Ex officio members:			
Vicar	Revd V Maunder	Chairman	(From June 2019)
Associate Priest	Revd L Galvin	Vice Chair Chairman	(From July 2015 – May 2018) (From July 2018 – June 2019)
LLM	Mrs C Kidd	Safeguarding Officer	(From November 2010)
LLM	Mr A Jenkins	LLM Emeritus	(From August 2020)
Wardens:	Mr S Langridge	Vice Chair	(First elected 2018) To 2024
	Mrs D Barnes	Deputy Vice Chair	(First elected 2020) To 2026
Elected members:			
Representatives on the Deanery Synod	Mr P Littlejohns		(Until APCM 2026)
	Mrs C Kidd	Safeguarding Officer	(Until APCM 2026)
	Mrs B McDowell		(Until APCM 2024) 2
	Mr N Becket	Assistant Warden	(Until APCM 2024) 1
	Ms Jill Marten		(Until APCM 2024) 1
	Mr D Forster	Co-opted	(Until APCM 2024)
	Mrs A Clover		(Until APCM 2025) 1
	Mr F Amonya		(Until APCM 2025) 1
	Mr S Alexander		(Until APCM 2025) 1
	Mrs F Weston		(Until APCM 2025) 2
	Mrs J Castle		(Until APCM 2025) 2
	Mrs R Owton		(Until APCM 2026) 2
	Miss L Spratt		(Until APCM 2026) 1
	Miss M Blake		(Until APCM 2026) 1
	Mrs J Hollingsworth	Treasurer and Gift Aid Secretary	(Until APCM 2026) 1

Elected members may serve a maximum of six years, then 2-year break (took effect in 2003)

PCC Secretary	Mrs S Overell
Electoral Roll Officer	Mrs M Baker
Health & Safety Officer	Mr M Hollingsworth
Independent Examiner	K Gomes FCIE MAAT Unit 2, The Broadfields Business Centre, Delling Lane, Bosham,PO18 8NF

Financial Review

Total receipts on unrestricted funds were £103,775 of which £70,430 were unrestricted voluntary donations and a further £12,990 originated from Gift Aid. Restricted donations totaling £10,567 were also received and are detailed within the financial statements.

Planned giving in total increased by around 2% on the previous year and with the introduction of a new credit card machine, it became apparent that there was a move away from cash giving and a move towards SumUp credit and debit card donations.

The barbecue for the Coronation celebrations was hampered by bad weather and as a result brought in £1,000 less than anticipated, however the Christmas market and Away in a Manger events produced an unbudgeted £1,800 to finish the year on a positive note.

Following some difficult years during the Covid pandemic, Hall income rallied this year. We welcomed Baby Sensory classes on Monday during termtime and Mar Thoma Church increased their use of both the Hall and Church. We also saw more concerts in the Church during the year and trading income from votives, books and plant sales also brought in additional revenue.

Some generous anonymous donations and part of a substantial legacy enabled us to replace our broken photocopier, which will not only provide us with much needed administrative support but will also enable us to scan documents and alleviate the requirement for archive space for paper documents.

£50,678 was spent from unrestricted funds on our diocesan parish share of the commission mission fund, which essentially funds the stipends and housing for the clergy and the combined administrative support from the Diocese.

The PCC approved a transfer of £10,000 from unrestricted funds to designated funds, prior to our Quinquennial inspection to prepare for any essential maintenance matters. The inspection was carried out in Autumn 2023, and we are awaiting the detailed report.

In the meantime, the Lady Chapel roof repairs were completed and paid for during the year and the Bell Tower works and retuning of the bell had been commenced. We are very grateful to the generous donors who enabled us to carry out this essential work.

Church running costs increased primarily due to the uplift in utility fees. The PCC had anticipated this and approved a prudent budget for 2023, so that the resultant 103% uplift in utility costs remained within our budget expectations.

As it was anticipated that we would be facing a sizeable deficit at the end of this year, we are delighted with the resultant net excess of £2,818 on unrestricted funds. Adding bank and deposit account balances brought forward at the beginning of the year, the balances of unrestricted funds carried forward at the 31st December totaled £59,373 of which £32,237 have been carried forward as designated funds and are detailed in note 7.

Reserves Policy

St James' Church, West End aims to keep uncommitted net financial assets within 3 and 6 months average routine costs and promises to take corrective action within 3 months if uncommitted net financial assets fall outside of these limits. At the end of December, this equated to between £32,595 and £51,190. The cash balance of £59,373 held on unrestricted (including designated) funds at the year end, together with the amounts payable to and from the PCC comfortably exceeded this target.

Receipts and payments are reviewed on a bi-monthly basis by the PCC via Finance reports distributed by the Treasurer.

Trustees' Responsibilities

The Charities Act 2011 requires the trustees to prepare financial statements for each financial year which presents a true and fair view of the state of affairs of the Charity and of the surplus of the Charity for that period. In preparing those financial statements the trustees are required to:

i) Select suitable accounting policies and apply them consistently
ii) Make judgements and estimates that are reasonable and prudent
iii) Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity. 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.

Approved by the Trustees on: 17th April 2024

Signed on their behalf by Trustee:

Name:

VICKY MAUNDER
CHAIR OF PCC

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

I report to the trustees on my examination of the accounts of the PCC of St James' Church, West End for the year ended 31st December 2023 set out on pages 12 to 18.

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").

Having satisfied myself that the accounts of PCC of St James' Church, West End are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination and 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:

- accounting records were not kept in respect of PCC of St James' Church,West End as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records.
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 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.

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.

Signed:

Dated: 19.4.24

K Gomes FCIE MAAT
Independent Examiners Ltd
Unit 2 ,The Broadbridge Business Centre
Delling Lane
Bosham
W. Sussex
PO18 8NF

PAROCHIAL CHURCH COUNCIL OF ST JAMES' CHURCH, WEST END, SOUTHAMPTON

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
INCOMING RESOURCES					
Voluntary income:	**2a**	83420	6739	90159	87143
Activities for generating funds	**2b**	4490	1839	6329	13637
Investment income	**2c**	558	84	642	138
Church activities	**2d**	15307	24915	40222	37913
TOTAL INCOMING RESOURCES		103775	33577	137352	138831
RESOURCES EXPENDED					
Capital Expenditure:	**3a**	5880	9832	15712	21087
Church Activities:	**3b**	92901	25777	118678	110397
Costs of generating funds		1576	31	1607	1935
Governance costs		600	0	600	540
Charitable Activities					1471
TOTAL RESOURCES EXPENDED		100957	35640	136597	135430
NET INCOMING/OUTGOING RESOURCES BEFORE TRANSFERS		2818	-2063	755	3401
Transfer between funds	**7**	-1424	1424	0	0
		1394	-639	755	3401
Brought forward as at 1st January 2023		57979	9910	67889	64488
Carried forward as at 31st December 2023		59373	9271	68644	67889

PAROCHIAL CHURCH COUNCIL OF ST JAMES' CHURCH, WEST END, SOUTHAMPTON

STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	Unrestricted Funds	Restricted Funds	TOTAL 2023	TOTAL 2022
CURRENT ASSETS					
Bank Current Accounts		8308	5648	13956	7890
Bank Liquidity Accounts		51065	3623	54688	59999
Total Monetary Assets		59373	9271	68644	67889
Debtors					
HMRC Charities Tax Claim - Q4 - 2023		976		976	649
Church Hall Letting fees		1071		1071	128
		2047	0	2047	777
Total Current Assets		61420	9271	70691	68666
Creditors					
Independent Examiner Fee		600		600	600
Payments due to Missions/Charities			1039	1039	559
Other life events payments due			1089	1089	0
Wedding deposits			200	200	790
Church Hall Security Deposits		50		50	50
Total Creditors		650	2328	2978	1999
NET CURRENT ASSETS		60770	6943	67713	66667

Non Monetary Assets

Inventory assets ie furnishings, fittings and equipment including a photocopier and various garden machinery, for ecclesiastical use, are vested in the Vicar and Churchwardens as custodian trustees.

Approved by Trustees on: 17TH APRIL 2024

Signed on behalf by: V. Maunder

Name in Full: VICKY MAUNDER (CHAIR)

PAROCHIAL CHURCH COUNCIL OF ST JAMES' CHURCH, WEST END
NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

1. Accounting Policies

The Financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards. In preparing the financial statements the PCC follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015).

The financial statements have been prepared under the historical cost basis of accounting in accordance with the Charities Act 2011 and in accordance with applicable accounting standards, except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Basis of Accounting

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners and they meet the appropriate legal requirements.

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not normally invest separately for each fund.

Incoming resources

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The Diocesan CMF (Common Mission Fund) (formerly known as parish share) is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognized when it incurred and is accounted for gross.

Statement of Assets and Liabilities

The following assets are recognized but not necessarily valued in the Statement of Assets and Liabilities: -

Consecrated and beneficed property is excluded from the accounts by s.10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property and listed in the church's inventory, which can be inspected (at any reasonable time). All expenditure incurred during the year on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1,000.

The following assets are recognized and a monetary value given as part of the description in the Statement of Assets and Liabilities: -

Amounts owing from HMRC (Her Majesty's Revenue & Customs) where a formal claim has been made.

Any other amounts owing to the PCC including Church Hall lettings and insurance claims.

Legacies where formal notification of entitlement and amount has been received at 31 December by the PCC.

Closing bank balances as shown in the receipts and payment accounts.

The following liabilities are recognized in the Statement of Assets and Liabilities: -

Any loans or overdrafts advanced to the PCC.

Creditors for goods and services where the supply has been received but not invoiced by 31 December.

Payments due to Mission partners/Charities where fundraising events have taken place as part of the current yearly projects but not yet paid out to the missions/charities.

Fees for Pastoral services conducted (Marriages and Funerals) but not yet paid out.

Advance Marriage fees collected for payment out in the next financial year.

2. Analysis of Incoming Resources

		Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
a)	**Voluntary Income**					
	Planned Giving		52155		52155	51149
	Collections at Services		5028		5028	5715
	Gift Aid recovered		12990		12990	14078
	Grants		0		0	1900
	Donations		3247	6739	9986	9301
	Legacy		10000		10000	5000
			83420	6739	90159	87143
			£	£	£	£
b)	**Activities for generating funds**					
	Christmas market		1297		1297	1085
	Christmas tree festival		0		0	3899
	Away In A Manger event		568		568	0
	Jubilee events/BBQ		1401		1401	2521
	Organ repair fundraising		0		0	3322
	200 Club lottery		930		930	924
	Other		294		294	501
	HOPE committee fundraising			1839	1839	1385
			4490	1839	6329	13637
			£	£	£	£
c)	**Investment income**					
	Bank interest		558	84	642	138
			558	84	642	138
d)	**Church activities**					
	Parish magazine sales		305		305	300
	Parish magazine advertising		660		660	1546
	Parochial fees for weddings and funerals		5413	1905	7318	10054
	Refreshment contributions		962		962	1174
	Warm Spaces donations		89		89	0
	Votives		283		283	278
	Church and Hall lettings		7186		7186	4491
	Trading (plants, books,recycling etc)		409		409	221
	Life Events receipts			23010	23010	19849
			15307	24915	40222	37913

3. Analysis of Resources Expended

		Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
a)	**Capital Expenditure**					
	Lady Chapel roof repairs			6432	6432	
	Bell Tower repairs (50%)			3400	3400	
	Organ repair					21087
	Photocopier		5880		5880	
			5880	9832	15712	21087
b)	**Church Activities**					
	Diocesan parish contribution		50678		50678	54966
	Clergy and staffing costs		11728		11728	10481
	Church running expenses	**3b(i)**	23201	1928	25129	18794
	Hall running costs		5669		5669	4430
	Mission giving and donations	**3b(ii)**	1625	1338	2963	2207
	Life Events payments			22511	22511	19519
			92901	25777	118678	110397
3b(i)	**Church Running Expenses:**					
	Insurance		3370		3370	3161
	Gas and electricity		11219		11219	5518
	Church repairs and maintenance		1058		1058	2779
	Organ servicing and repairs		2183	784	2967	700
	Costs of services		2332	1144	3476	3774
	Printing, stationery & communications		1807		1807	1526
	Childrens work support costs		704		704	832
	Parish magazine production		528		528	504
			23201	1928	25129	18794
3b(ii)	**Mission giving and donations**					
	Outreach and books		314		314	582
	Pastoral team support costs		157		157	103
	Warm Spaces		49		49	
	Stay and Play					51
	Music project		885		885	
	Charitable donations:				0	
	Through the Roof		50		50	
	Churches Together HEWEB		100		100	
	A Rocha		50		50	
	Deanery Synod		20		20	
	HOPE mission fund (**note 6**)			1338	1338	1471
			1625	1338	2963	2207

4. Diocesan CMF (Common Mission Fund) (formerly Parish Share)

The 2023 CMF request of £ 50,678.16 was paid in full. There was a decrease of £ 2287.55 compared to 2022. For 2023 the CMF was again calculated at Diocesan level under a system which takes into account the Church Membership of a parish and the Affluence category of the parish (for St James' category C - evenly to unfavourably placed).

5. Payments to PCC Members

The following payments have been made to PCC members or related parties during the year: -

Revd. L.Galvin £419 to reimburse mileage expenses (£ 514 in 2022)

All expenses claimed were supported by appropriate documentation and authorised by 2 other PCC members. No other personal payments or expenses were paid to any other PCC member, persons closely connected to them or related parties. No material transaction took place between the PCC and a PCC member or any person connected to them.

6. Mission Giving and Donations

The HOPE mission fund made the following charitable donations during the year:

	2023	2022
	£	£
Mission to Seafarers	208	105
Countess Mountbatten House	171	105
Society of St James'	121	105
DEC Earthquake Appeal	310	0
Cohen's Box	50	0
The Big Difference	50	0
Kitchen Table Charities Trust	150	300
Christians Against Poverty	150	0
Toilet Twinning	128	0
Hampshire Air Ambulance	0	50
Wessex Cancer Trust	0	50
West End Youth Clubs	0	100
Fine Cell Work	0	300
Wateraid	0	256
Yellow Door	0	50
Southampton City Mission	0	50
	1338	£ 1471

In addition to the above monies raised, during 2023 St James' paid directly into the bank account of The Children's Society £ 706.80 collected at our 2023 Christingle services and £168.82 from the Children's Society home boxes. Also, during 2023 £ 364.83 was banked into the Christian Aid bank account, being £ 199.65 from the Christian Aid lunch and £ 165.18 from donation envelopes in church.
The funds collected and payments made from the 2023 Charity Christmas card (£638.90) will be shown in the 2024 accounts.

7. Fund Movements

The movements in designated and restricted funds during the year were as follows:

	Bal Bfwd £	Receipts £	Payments £	Transfer £	Bal c/fwd £
Designated					
Organ repair fund	1724	459	2183		0
Music project	2650		885		1765
Legacy fund (unspecified)	5883				5883
Photocopier fund		5880	5880		0
Douglas Brown Legacy		4670			4670
Buildings reserve				10000	10000
Warm Spaces		1000	48		952
Church Hall	9418	5217	5668		8967
	19675	17226	14664	10000	32237

	Bal Bfwd £	Receipts £	Payment £	Transfer £	Bal c/fwd £
Restricted					
Flower Fund	1169	1782	1096		1855
HOPE mission fund	559	1893	1369		1083
Lady Chapel Fund	5008		6432	1424	0
Bell Tower Fund		6084	3400		2684
Music Fund	520		49		471
Organ fund repairs/tuning	1841	385	784		1442
Stay and Play	24				24
Allotment Fund		423			423
Life Events (weddings/funerals)	790	23010	22511		1289
	9911	33577	35641	1424	9271

The transfer of £10000 to the Buildings Reserve was from unrestricted funds in preparation for the results of the Quinquennial inspection in Autumn 2023.

The transfer of £1424 for the Lady Chapel fund was from unrestricted funds to meet the balance of the costs associated with the fabric repairs to the Lady Chapel.

Vicar's report and reports from Churchwardens and other organisations associated with St James

Please note that any accounts mentioned hereafter do not form part of the audited accounts

VICAR'S REPORT

2023 was a busy and exciting year in the parish. We welcomed two curates, Rev'd Liz Williams and Rev'd Emma D'Aeth for 6 months and their gifts and ministry were a real blessing. Rev'd Emma was ordained a priest at Winchester Cathedral on 1st July and presided at her first Eucharist at St James the following day at a special joint service.

Over the year the final covid measures we had in place were removed. We returned to using the high altar for most of our 9.30am Eucharist services early in the year and reintroduced the common cup for communion in the summer. Our volunteer teams needed building up again after covid and we put in place safer recruitment processes for all roles which was a big piece of work and is still ongoing. A huge thank you to the many, many people who offer their time, gifts and talents to enabling our church life. I am continually thankful at how God provides and when there is a need, a person with the appropriate gifts and skills steps forward to fill it.

It's a joy to see people growing in faith. Three candidates were confirmed on Ascension Day by Bishop Geoff and another confirmation group began classes at the end of the year. Our Lent course was on the film Chocolat. We offered morning and evening Bible courses over the year and had a preaching series on the Old Testament over the summer.

At the beginning of the year, we held a Vision Day and from that we put together a Mission Action Plan. One priority was to work at making St James a welcoming and accessible place for everyone and we have made good progress including running the Radical Welcoming Course and holding a 'Through the Roof' workshop about accessibility. Following the Church of England decision to offer Same Sex Blessings our congregation were asked to share their views through an anonymous survey and there was strong support for offering Same Sex Blessings here and for joining Inclusive Church, which our PCC has voted to do. Another priority was to grow in our care of creation, and we were pleased to achieve a silver Eco Church Award this year.

There were opportunities to connect with the wider community. Many local people attended our service celebrating the Coronation of King Charles III, the Remembrance Sunday service and our Christmas Carol Service where representatives from the local community read the lessons. We ran the BBQ and a children's activity tent at the Community Coronation Celebrations on Hatch Grange and our choir was invited to sing carols at the switching on of West End Parish Council Christmas lights again and singers from other local churches joined us. We also partnered with the churches in Harefield to sing carols on Bentley Green. The Away in a Manger nativity event was a wonderful way of welcoming local folk into the church and sharing the Christmas story and local children enjoyed the petting farm and dressing up as nativity figures. 'Warm Spaces' ran on Thursday mornings for 12 weeks during the coldest months and was much valued by those who attended. Our Schools Team have done brilliant work with outreach as you'll read further on. The monthly community coffee mornings have been really valuable as has open church.

Jan Barrett stepped down as School governor at our church school (and huge thanks to her for all she gave in that role) and Ann Clover took over. Rev'd Linda's school chaplaincy continues make a real difference there as does the school music project with our music director Chris Fay. Carol's Anna Chaplaincy work continues to flourish and we are very blessed to have such a capable and active pastoral team.

There is so much to be thankful for over the last year and so much to look forward to in the year ahead as we respond to God's leading. A huge thank you to the ministry team, Rev'd Linda, Carol and Alan, for their invaluable ministry here. What a blessing they are! This year our two churchwardens are both stepping

down and a huge thank you to Scott Langridge and Diana Barnes for all they have given over six years and three years respectively, for their wisdom, commitment and care. Huge thanks to Noel Becket our assistant churchwarden, to Sue Overell our PCC secretary, to Jan Barrett our Hall Manager and to Jane Hollingsworth who has just completed her first year as treasurer and done an amazing job in the hugely demanding role. This year Margaret Baker steps down as electoral roll officer and many thanks to her and to Barbara McDowell, Jill Marten, Steve Alexander and Jane Castle for their service on the PCC. So many people enable our mission and ministry here, thank you to you all.

Rev'd Vicky Maunder

CHURCHWARDEN'S REPORT ON THE FABRIC AND FURNISHINGS OF THE CHURCH

Scott and Diana are thankful for the fact that Noel Becket looks after the building, and this year Vicky was able to persuade him to accept the title of Assistant Churchwarden, and to have his own email address (see below). So this report starts with the various jobs that have had to be done this year. When it rained a lot, which if often did, rain was seeping into the Lady Chapel, so in June 2023 it was weatherproofed (re-pointing, hidden valley refurbishment, leadwork checked) by a reputable firm of stonemasons. As autumn leaves started to fall, Noel cleared the hidden gullies to ensure that there were no blockages preventing the rain from running through.

In order to save on heating costs, the temperature in the church has been reduced slightly, and there have been no complaints. The central heating system in the Church and in the Hall had its regular service in September, and the fire extinguishers were serviced in October.

Our Quinquennial Inspection (every 5 years), required by the Diocese, was carried out by Duncan McKellar, and we await his report.

We hope that we have solved the problem of cluster flies. Two diffusers on windowsills in the church are fragrant with lavender, neroli and lemon, which is supposed to deter the flies, and we have also had a fumigation treatment.

In November Noel checked and cleared the drains, and on 25th we had a Church gardening day, which was hard work for the few people who turned up, but we made a difference, including clearing the church car park of fallen leaves.

Also, in November the bell was removed for remedial work, and we loved hearing it ring out again on February 14th, St Valentine's Day!

The lower gutters and downpipes were again cleared and checked by Noel in December. We have a lot of lovely trees around the church, and we do appreciate them, but they also cause some necessary work.

Scott and Diana were pleased to have the opportunity to escort, with their wands, the Acting Bishop of Southampton, our own Bishop Geoff, at the Confirmation of seven people, and that was a lovely service.

The Inventory of items belonging to the church needs to be checked, and that is a job needing a few sessions. All is present and correct, though if a few hymnbooks are in the homes of people who enjoy the livestream services, it's not a problem. Your churchwardens keep up the Rotas of Sidespersons and Welcomers, juggling dates with people's commitments elsewhere, but always ensuring that smiling faces greet regulars and visitors to the church. Scott and Diana are grateful for all the help and support provided by church members as both come to the end of their terms of office, and will still be there to offer help as new churchwardens take up their roles.

Stjameswe.churchwardenscott@gmail.com
Churchwardenassistant.stjameswe@gmail.com
Stjameswe.dianachurchwarden@gmail.com

Diana Barnes / Scott Langridge / Noel Becket

CHURCHES TOGETHER

Representatives for the HEWEB (Hedge End, West End and Botley) churches met together every two months over the year to share fellowship and look at ways to work together. Another successful HEWEB Holiday Bible Club was run over the summer and a Good Friday Walk of Witness was held walking from St Brigid's church to Hatch Grange. Many thanks to Jane Castle, our St James representative who chaired the group over the last year. Jane has now stepped down and Rachel Owton has taken over as our HEWEB representative.

Rev'd *Vicky Maunder*

DEANERY SYNOD REPORT

Elected Members: Carol Kidd and Peter Littlejohns. There is one vacancy.
Reverend Linda Galvin is the Deanery Synod Secretary

During the 2023 term of the Synod, three meetings took place at St Boniface, Chandlers Ford, St John's Hedge End and St Francis, Valley Park.

The meeting at St Boniface included a visiting speaker, the Reverend James Mosher, the Mission to Seafarers, Southampton Chaplain. He advised that chaplaincy relationships with seafarers are mostly fleeting encounters, often one-off, and he asked people to pray that these encounters will enable our common humanity to be shared. Chaplains are prevented from evangelising or proselytising, but generally the ships' leadership are happy for chaplains to board and meet up with seafarers who would appreciate a visit. He encouraged parishes if possible to observe Sea Sunday on 9th July. James would be happy to come to local churches to speak about the work of MTS chaplaincy. Supporters in southern England helped to provide teddy bears and woolly hats, as well as providing financial support for this mission. St John's Hedge End said they would be holding a coffee morning in October to raise funds for the Mission.

The elections of Deanery Synod Officers were also held and the results were as follows: Secretary - The Revd Linda Galvin was nominated by Vicky Maunder and seconded by Carol Kidd and elected unopposed. Lay Chair - Mr Danny Stupple was nominated by Stephen Collyer and seconded by David Dimmick and elected unopposed. Treasurer - Mr David Dimmick was nominated by John Reynolds and seconded by David Lloyds and elected unopposed. Deanery Synod Standing Committee Members: In addition to ex-officio members (Area Dean, Assistant Area Dean, Secretary, Lay Chair and Treasurer) the following were elected in separate meetings of the houses of clergy and laity: Clergy – John Pawson, Phil Aindow and Laity - Tom White, Steve Williams, Stephen Collyer.

The meeting at St John's, Hedge End included a visit from the Venerable Richard Brand, Archdeacon of Winchester. He spoke about the Clergy Covenant for well-being that had been passed as an Act of General Synod in 2020; this commits all parts of the Church, as well as individual clergy, to sharing responsibility for the welfare of ministers and their households. Three documents for Reflection and Action had been produced, for the clergy, for the local congregations and for bishops and the wider church. The documents can be found here https://www.churchofengland.org/resources/diocesan-resources/ministry/ministry-development/living-ministry/living-ministry

It was announced at the third meeting at St Francis, Valley Park, that Danny Stupple, Lay Chair for the past nine years, and an active member of the Synod before that, had given his apologies for absence, not being

fully recovered from recent serious illness. He had resigned as Lay Chair for the same reason. Richard paid tribute to Danny's significant contribution to the life of the Synod both as a member and as Lay Chair and expressed the Synod's gratitude in his absence.

All three meetings included discussion about the Common Mission Fund, the lack of clarity around the Diocesan Companion Links with the DRC (Democratic Republic of Congo) and the appointment of the new Bishop of Winchester as well as the departure of the Bishop of Southampton. All meetings also asked for an item of Prayer and Praise from each parish so that we were kept up to date with what was happening in the Deanery as a whole.

Rev'd Linda Galvin
Deanery Synod Secretary

HOPE COMMITTEE ANNUAL REPORT

H HOME
O OVERSEAS
P PARTNERSHIP
E EDUCATION

HOPE began 2023 with a very successful Brunch which raised £310. This money was forwarded directly to the DEC Earthquake Appeal. During Fairtrade Fortnight in February goods to the value of £120.50 were sold. Our Lent Appeal this year was in aid of Tap Twinning. In May we held a Christian Aid Lunch which together with the envelopes put out in church raised £364.83. Unfortunately, the timing of our Quiz evening in July proved unpopular and we decided to postpone. In contrast, the Harvest Lunch in October was very well attended and raised £415. In December we once again invited donations to our Charity Christmas Card in aid of Mission to Seafarers, Mountbatten Hampshire and the Society of St James which, including some very generous donations, raised £638.90. £711 was collected at the Christingle Services this year for the Children's Society.

During the year some of the money raised was sent to our two main charities, Kitchen Table Charities Trust and Christians Against Poverty. £50 Pots of Hope were delivered to Cohen's Box, a charity for premature babies and their parents, The Big Difference (via Townhill Park Junior School) and Mountbatten Hampshire.

Thank you for all your support throughout the year and we look forward to more fun and fundraising ahead.

Fiona Weston

PASTORAL TEAM REPORT 2023

The five meetings of the pastoral team provided opportunity for information sharing, ongoing training, bible study, reflection on our roles and how we can best support those receiving pastoral contact. We discussed safer recruitment paperwork and reviewed lone worker issues as well as relevant risk assessments and our role description.

2023 members:
Carol Kidd [coordinator]; Brenda Holden; Jan Barrett; Betty Wood; Margaret Ball; Enid Plowman; Peter Littlejohns; Lyn Playford; Maura Knights; Debbie O'Brien.

All the above take responsibility for making regular pastoral telephone or visiting links; the team assist with both the All Souls and Special Lives services, distribute cards to church family members who are unwell or have a significant life event, and also deliver Easter and Christmas cards on behalf of the ministry team to a wide range of church contacts including to those unable to attend worship due to health issues.

Pastoral workers meet with baptism families; help at Stay & Play; link with local care homes by leading services and 1-1 visits to residents. Assisted by others from the church family, pastoral team members organise and run the monthly Community Coffee morning; during the year this has been well attended and has raised funds for the HOPE Lent and Advent appeals, for the Royal British Legion and Macmillan. In December the coffee morning proved a good opportunity for a café style Carol Service, suitable for all including those with dementia and their carers.

During 2023 the pattern of pastoral care to older persons in residential care or supported living was as follows:

Dawson Lodge:	2 x services per month plus 1-1 visits to residents
Speedwell Court:	1 x monthly service of Holy Communion, seasonal creative worship, 1-1 visits plus a small group of residents attend the midweek Eucharist at church once a month.
Sunnycroft:	1 x monthly service of Holy Communion, plus a group of residents and staff attended the café style Carol Service
Oaklands:	1 x monthly Songs of Praise style service plus 1-1 visits
Lincoln Court:	1 x monthly Holy Communion
Glenside:	regular contact with manager and 1-1 visits as required
Fielders Court and Elizabeth Court:	1-1 visits as requested including taking Home Communion

(Two other care homes in West End where we had occasional 1-1 links with residents have now closed).

In conjunction with lay ministry and pastoral work, I am an Anna Chaplain to lonely, isolated older persons of all faiths and none in our parish. Referrals come from Caraway and the Southern Area Care Navigators. The Role involves funeral ministry, spiritual, bereavement and prayer support as well as signposting to practical assistance. I have supported new Anna Chaplains, been a speaker on care of the elderly to neighbouring parishes, to a meeting of diocesan chaplains and as part of the BCM pastoral course.

I wish to thank Vicky for her input and support, and especially thank Enid Plowman, who has retired from the team, for her dedicated pastoral care to countless people for over twenty years.

Carol Kidd
LLM / Anna Chaplain / Pastoral Team Coordinator 07842244876

CHILDREN'S AND YOUTH WORK

At St James' we continue to provide a range of opportunities for our children to engage with the church. We use a variety of materials to plan worship, prayer, games and craft activities for a mixture of ages.

On Sundays we provide two sessions for children. At 9.30am we have Pathfinders, in this service we join the congregation in church for the first hymn before leaving to go to the hall for our own time of worship and learning. Our session starts with a story which usually corresponds with the Gospel reading in church, then we use activities and crafts to help us understand it, we have a time of prayer before returning to the church service to share in the communion and the final hymn. At the Church Alive service, which is a more informal service, we offer an all-age break out session to explore the meaning of the story, this is usually an activity or craft based session based on the story of the day.

Both of our Sunday services continue to welcome a good number of children. Later in the year lots of our children have had the opportunity to join the choir and become part of the serving team, it is wonderful to see them growing in confidence and faith.

We provided children's activity mornings on a monthly basis throughout the year, some of which proved more popular than others, our Good Friday and Christmas activity mornings, which we started running back in 2003, continue to be popular with about thirty children attending. These mornings follow the relevant

stories and we explore the theme through stories, craft and games. The Good Friday one always involves an egg hunt.

We have continued to provide the tree trail between the months of March to December, it has proven to be a good outreach tool. Each month the trail has a different theme including Bible heroes, bibles stories, poems, the creation story and more.

I would like to thank everyone who supports our children's work, your help is very much appreciated.

Janet Barrett

CHILDREN'S OUTREACH AND SCHOOLS TEAM REPORT

2023 was really busy with children's outreach work.

Partnership with Southampton City Mission

Back in January St James' Children's team worked with Southampton City Mission. Southampton City Mission works in over 50 schools, in contact with (approximately) 10,000 children every year. They work closely with teachers in schools to help deliver the RE curriculum. To be able to do this, they ask for help from local churches, which includes support for their leaders in schools within the catchment area. This involves members of the St James' children's schools team going in with the leader to help deliver assemblies and Question of Faith days which usually involve a story from the bible, illustrated through dressing up, acting, arts and crafts and films.

In 2023 we visited Harefield Junior school and delivered seven Question of Faith days, and two Harvest Festivals at Townhill Junior School.

Through these visits we have made further connections with the schools.

Church Visits

In February we arranged a visit to St James' from Townhill School, hosting a small group who learned about special places in church, including the font and baptism, the Lady Chapel, and the high altar. We also did some flower arranging. Townhill children came back in March when we held further activities and a bible story, and again in July when we talked about Creation and made eco-gardens. This visit coincided with a visit from the Archdeacon who spoke to the children, (who seemed to have all the answers) and to end the session we had a healthy snack including apples, pears, strawberries and blue berries.

Then in December, further to a connection we had made while doing a Question of Faith Day at Harefield, we were able to welcome two classes of thirty children, one in the morning and one in the afternoon. At the time the Away in a Manger Event was taking place, so the visit was about the Nativity journey, and every one of the children was able to dress up and become part of the story. After that there was a healthy snack and an activity making a nativity scene on a bauble to take home to hang on their tree.

One very tired Vicar and school team, but well worth it. We also supported the school by having a craft stall at Harefield school in December.

Other Groups included: In April we Had a Brownie group in church; we supported the Hatch Grange Youth group at Hatch Grange; in October after speaking to the local leader at a community coffee morning we had a group of Squirrels (the youngest group of the scouting movement catering for children age 4-5) come to church, where they added the squirrels they had made to our Harvest display and learnt about Harvest and giving. Then we had sixty cubs who had come to do their Faith badge, which was amazing.

So, in all a very busy year and we are looking forward to building on this for 2024.

Lyn Spratt

SAINT JAMES' SCHOOL CHAPLAINCY

The connections between the church and school continue to grow and thrive. Having found out that we are on the list for both OFSTED and SIAMS inspections within the school year, lots of preparation and training has taken place and both myself, Vicky, Ann Clover, and Sarah Langridge (as School Governors) have been active in supporting the school with this. We are very happy that the school is in an excellent position should these inspections materialise any time soon.

Within school, we have worked hard on achieving a Bronze award in the Global Neighbours scheme and our Eco credentials continue to occupy a high level of engagement, with work on the pond clearance and better use of the outdoor learning area. We have also become more aware of using the outdoors as a place for worship, and the children now regularly engage in acts of worship outdoors as part of Collective Worship.

Collective Worship has now settled into a regular pattern, which has been much enhanced by having Chris Fay come in to lead Songs of Praise. This is not only making more traditional hymns (as well as new music) known to the children but has meant that school services both at the church and within school are 'sounding' great, but also every Collective Worship includes singing.

My chaplaincy role, as a point of contact for the children, staff and parents is also vitally important, and not only do I make a point of speaking with as many people as possible each week, to check how everyone is, but I also operate an open-door policy for anyone to drop-in if needed.

In addition, I continue to work with the children on their Class Led Collective worship, as well as supporting the Christian Values Team and co-running our lunch-time club, Quiet Spaces, which I have to say is usually very oversubscribed, but we make use of quiet time in the classroom as well as using the outdoor space. We have also recently begun to open up the Spiritual Garden to more pupils during the lunch-time breaks.

I am also continuing to look for ways of engaging the school with our local Parish Council and church members, and have several projects in the pipeline.

Revd Linda Galvin

STAY AND PLAY

Stay and Play at St James' Church continues to be very successful. Our aim is to create a safe, nurturing environment where small children, parents, grandparents and carers flourish and develop friendships in a Christian environment. Parents/ carers register children every week on a weekly registration sheet and complete a registration form when they have attended their second week. The file with addresses and details on are kept in the church office. The registration sheets are looked at every year and obsolete forms are destroyed. Numbers at Stay and Play fluctuate each week, on average we get between 12 and 18 families each session. Sally Saunders has given up to date accounts for 2024 to Revd Vicky to give to the treasurer. Sadly, Sally Saunders who has been assisting me for over fifteen years will be retiring from Stay and Play at the end of the summer term. I will miss her hugely. Also, Chris Kelly, another assistant who has been helping for a number of years will be finishing this Easter. I have spoken to Revd Vicky recently about our need to recruit some more helpers, using the safer recruiting church policy and ideally this will be from within the church family. We need to appoint some new help for September 2024. I am particularly keen on finding someone who could look after the book-keeping for the group. As we are all volunteers, and it is important that on occasions people may need to take a vacation / small break outside of the school holidays, I like to have at least 3 people helping at each session. It also takes approximately 45 minutes to set up the group in the morning and it is practical to have three people help set up and pack away after the session. All volunteers at Stay and Play have current DBS checks in place with the diocese and have completed appropriate safe guarding courses. Our paperwork regarding roles has recently been completed and health and safety risk assessments have recently been assessed and renewed.

From the beginning of March 2024 our sessions will run during term times on Wednesdays from 9.15 am with a new finishing time of 10.45am (Wednesday church services will start at 11.00am from March), allowing time for small children, buggies etc to leave safely from the church hall and car park before the church service starts.

Penny Beeby (Stay and Play leader) and Team

SAFEGUARDING REPORT

The Safeguarding Parish Dashboard: Every parish in the UK has a safeguarding dashboard that requires regular updating to show compliance with safeguarding requirements. At the beginning of 2023 St James' Dashboard lacked safer recruitment components such as risk assessments and role descriptions. By end of year much progress has been made. Thank you to Noel Becket for developing the majority of risk assessments, to Martin Hollingsworth for Health & Safety Officer input on Risk Assessments, and Revd Vicky Maunder for developing role descriptions.

Safeguarding Training: Every effort has been made to encourage and support all who are required to complete safeguarding training for the role[s] that they hold at St James'. Training is via the CofE National Portal, plus local arrangements via diocesan safeguarding department for those in leadership positions.

Safeguarding training must be refreshed three-yearly as per the Diocesan Training Matrix.

Safer Recruitment: The Diocesan Safeguarding Adviser instructed Parish Safeguarding Officers (PSOs) to 'back-fill' references for those for whom references were not collected on commencement in role. This is work in progress. Going forward: references will be collected for all applicants and volunteers. An invitation to an introductory meeting will provide opportunity for a welcome, the sharing of role descriptions, risk assessments and safeguarding policies. Where applicable, DBS applications will be processed. CofE safer recruitment process:

https://www.churchofengland.org/safeguarding/safeguarding-e-manual/safer-recruitment-and-people-management-guidance

Looking ahead:

I was appointed PSO in 2010. It is fulfilling role with many positives. Huge thanks to all in parish, and the diocesan safeguarding team, for past and ongoing support including when dealing with challenging and complicated situations. Safeguarding is a high priority, deserving the utmost care and attention for the sake of those who are vulnerable, to support and be an advocate for actual and potential victims of both historical and current abuse, and to assist diocesan colleagues in the monitoring of ex-offenders who hold, and are required to comply to, CofE agreements.

I now wish to take a step down from full safeguarding responsibility.

Revd. Vicky Maunder, the Church Wardens and the PCC, propose that:

- A suitable person should be sought to shadow the role during 2024-2025
- I will stand down as named PSO for this parish following the 2025 APCM.
- I will continue in an assistant PSO role, with responsibility for processing DBS applications for Safer Recruitment purposes, and provide PSO support as and when required in regard to dealing with concerns etc.
- A third person to be sought to assist those requiring help with e-learning. This is to provide training support only and the person appointed to that role would not have access to confidential communication.

Carol Kidd
PCC Parish Safeguarding Officer

MUSIC REPORTS

Choir and Organ

I've been at the helm for nearly two years now, so have just about got used to the St James' way of doing things (I hope!). The choir is in good health, both in terms of numbers and musically, and is able to make a good contribution to the morning and evening services. It has been good to welcome new members this year, from the age of 13 to the slightly older!

The choir's mainstays remain the 0930 Sunday morning service and the Evensong on the first and third Sundays of the month. We hope that our regular contributions of anthems, psalms and chants help to enhance the worship, especially at times like Holy Week, Advent and Christmas when we are very busy with many services. I am very grateful to the small group of Evensong singers who keep that largely choral service ticking over twice a month.

We participated in a couple of national projects last year. One was "Sing for the King" and an anthem specially written for use around the time of the Coronation. The other project was at Christmas where we learned a special version of "The First Nowell" which had been commissioned by the CofE for use by choirs across the world. I think it's fair to say that the latter was a good deal more popular than the former as it has such a catchy tune.

You may have noticed that we have some children joining us for the first Sunday of the month service. This is a project still in its infancy and not without its challenges (not least where to seat everyone!). We are enjoying bringing these young people into our sung worship, and it is already noticeable that they are growing in confidence and feel able to join in with more of the music.

Our organ is behaving itself at the moment (touch wood) and it is good for our organists that this versatile instrument is able to make such a good sound. Periods of very cold or very hot weather can knock it out of tune occasionally, but it always recovers well, which is a good sign.

We are blessed to have a choir of talented and loyal singers who enhance the worship so effectively. As with all choirs, we are always on the lookout for new members, so if you'd like to join us, please get in touch. We rehearse on Tuesdays at 1930.

Chris Fay

Church Alive Music

It is with great joy and gratitude that I reflect upon my second year as a member of the vibrant and melodious community of Church Alive Music. Each Sunday, as I gather with these esteemed musicians, I am filled with an indescribable sense of fulfilment and delight. Our ensemble consists of five remarkable individuals who bring their unique talents and dedication to every performance. Among them, we have Debbie Thomson, our singer and guitarist whose voice resonates with emotion. Matthew Thomson, with his soul-stirring vocals, never fails to captivate our hearts. Mary Blake, the virtuoso trumpeter whose skilful melodies speak to the congregation. Diana Barnes, with her angelic voice, uplifts our spirits and leads us in harmonious praise. And let us not forget Jon Bagley, the guitarist whose tone always sweet and warm. And I play the piano. Furthermore, it is so great to have two new members this year - Clive Stafford, the guitarist whose soulful tone always touches everyone's heart and Ben Thorne, our youngest recorder player. This year has been particularly momentous for me, as I made the decision to start a transformative journey of faith through baptism. The significance of this sacred act filled me with a profound sense of purpose. As a group, we are driven by a shared desire to spread the message of love and hope through our music. Our heartfelt intention is to create an atmosphere where people can connect with the Lord, where the melodies and lyrics we share serve as channels for worship and praise. We long to see the pews filled with children and adults alike, engaging with us in this beautiful expression of devotion. May the year ahead be filled with even more opportunities to touch the lives of others through our music and to inspire the hearts of those seeking peace. Together, let us continue this journey, united in our passion for music and our unwavering commitment to serving God and our community. *Anita So*

PALS (Parishioners at Lunch on Sundays)

Since the last APCM, the PALS group has met about 8 times, missing May and August (holidays).

At first we continued at the Dolphin but then tried other venues and have now settled on the Master Builders in West End since their change of ownership. Food, service and prices have proved very satisfactory and at the time of writing we expect to continue there on the 4th Sunday of the month – apart from national holidays.

We still welcome anyone who wishes to join us for a pub Sunday lunch once a month.

Rita Payne

ECO GROUP REPORT

This year we have achieved our Silver Award, and the certificate is proudly displayed in the Hall foyer. To achieve this, we made improvements to our Buildings section, notably by taking advice on recording the status of our boiler, and in our Global and Community Engagement - sometimes it was a question of finding out exactly what is happening in the church and in our groups, and making sure we included good work. We were able to bump our Land section up to Gold (can we do the grow-bags again please?) and we had already reached Gold standard for Worship and Teaching from our first Survey for the Bronze Award.

It was very useful to have Rev'd Liz Williams with us for a while, and she introduced us to Jacob from St Luke's Hedge End who was able to give us some tips. The Church of England encourages the care of God's creation and has issued some useful guidelines. Diana has attended a C of E webinar on 'Becoming a Net Zero Church', and webinars by A Rocha, who run the award scheme. Rev'd Linda's helpful tips in the parish magazine are noted and acted upon; we now know about a lot more ways to recycle and be 'green'. It's very much a question of looking at what we do, and working out how to do things better, sometimes in quite small ways.

Our Diocese has recently appointed Sam Scott as Diocesan Environment Officer and we hope to meet with him soon. We are always pleased to include more people in the group, and we are pleased that Suzy, with new and interesting ideas, has joined us. If we can improve even more on Buildings, and work on Lifestyle, we'll put in another Survey. If Salisbury Cathedral can achieve Gold, maybe we can...

Diana Barnes

FLOWER ARRANGERS' REPORT

2023 started slowly for the flower team. Mothering Sunday was the 27th March and some of the flower team helped put small bunches of daffodils together with rosemary and hessian tied with string, to be given as gifts at the joint worship service.

The church was dressed for Easter on Saturday 8th, including the choir stalls, windows, and lady chapel with a mixture of silk and fresh flowers and no longer using oasis which helped greatly, not only with costs but staying as sustainable as possible.

There were eleven weddings from April to November, and as weddings now take place on any day of the week, we even had one on a Monday. The happy couple were two fire fighters and the wedding included a guard of honour in uniform and a fire engine. Another was a very small personal wedding and some of the flower team supported the couple as guests. We were able to help with the bride's bouquet which was fifty pink roses with buttonholes; we even made pew ends to make it as special as possible. The couple were very grateful.

The month of June saw the King's Coronation and union jacks were added to arrangements of red and white and blue.

We continued to do arrangements throughout the year; Ascension, Pentecost, and our Patronal festival, then Harvest was upon us again when we used a mixture of dried and fresh flowers, adding knitted

pumpkins and scarecrows. Then came Christmas with church arrangements of red and gold, again using a mixture of silk garlands, fresh flowers and foliage.

In all it was a successful year, although flower prices are rising which is always a challenge, we are now fully competent without oasis and the flower team will continue to work towards sustainability and, we hope, use some of our own flowers grown on the allotment.

Lyn Spratt

Allotment 2023

The allotment came about from an idea about being more sustainable with use of flowers in church, and as there was no suitable space to grow anything in the churchyard, the Parish Council was approached about having half a plot at the allotments in Moorgreen Road. On the 7th March 2023 a plot was allocated and the key collected. A group of us have been going up to the allotment on a regular basis, and as the plot hadn't been worked for four years, there was a lot of work to do. An existing shed there was in need of repair, we had nothing to work with and no money, so with the help of requests, gifts from various people and generous donations of tools and wood and time, we have managed to repair the shed, add a lovely sign and have made four raised beds, with still enough wood left over to make another. We planted one raised bed later in the summer which produced some flowers for church. It is still very much a work in progress but plans are in place to plant more this year.

To raise funds and to give us a budget, we held an open garden party at June Butler's home on the 12th August (thank you June), this was well received and supported, with cakes being made and donated, jams and chutneys for sale, and the event raised £421 to be used in 2024, for which we are very grateful.

Thank you so much to everyone who has helped get this project off the ground!

Lyn Spratt

CHURCH STATISTICS FOR 2023 and previous years:

Church Statistics	**2023**	**2022***	**2021***	**2020***	**2019**	**2018**	**2017**	**2016**	**2015**
(Previous year figures are recorded in brackets)									
Baptisms	29	(31)	(3)	(5)	(39)	(38)	(34)	(34)	(39)
Confirmations	3	(4)	(0)	(0)	(0)	(0)	(7)	(0)	(0)
Weddings	8	(12)	(6)	(4)	(14)	(15)	(13)	(13)	(13)
Funerals & Burials	25	(23)	(7)	(9)	(20)	(12)	(15)	(15)	((17)
Easter Communicants	148	(151)	(69)**	*	(161)	(162)	(159)	(134)	(136)
Christmas Communicants	121	(100)	(84)**	*	(140)	(159)	(187)	(168)	(134)

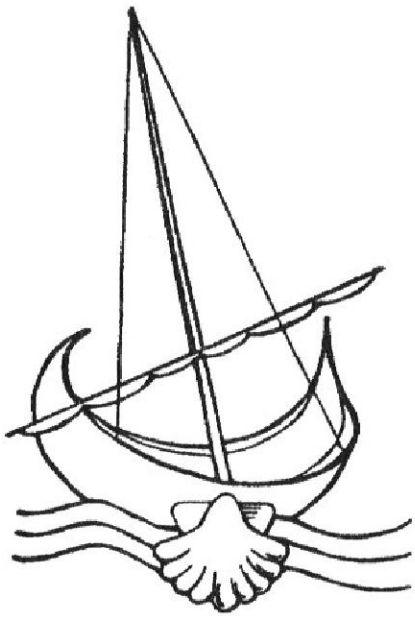
* Unfortunately, because of the Covid-19 pandemic where due to lockdowns and restrictions public worship was either suspended and offered on-line or offered with limited congregation numbers, reliable statistics were not available for this year.

** Congregation numbers were restricted at these services because of Covid-19

THE PARAOCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST.JAMES' WEST END IN

England & Wales - Charity number 1132863

Accounts



The Parish Church of St. James West End

Annual Report of the Parochial Church Council

for the year ended 31st December, 2022

To be presented at the annual Meeting of Parishioners and the Annual Parochial Church meeting

St. James' Church, West End

Annual Report

and

Statement of Financial Activities

of the

Parochial Church Council

Registered Charity No 1132863

For the year ended 31st December 2022

Vicar:
Reverend Vicky Maunder
St James Church
Church Hill
West End
Southampton
SO30 3AT

Bank:

National Westminster
1 Romsey Road
Shirley
Southampton
Hampshire
SO16 4GT

Independent Examiner:
K Gomes, MAAT
Independent Examiners Ltd
Unit 2, The Broadbridge Business Centre,
Delling Lane, Bosham
West Sussex
PO18 8NF

St. James' Church, West End

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St James' Church, West End – Annual Report of the Parochial Church Council for the year ended 31st December 2022

Legal and Administrative Information

The Church of St James, West End, is located on the A27 at the junction of West End Road with Church Hill. The postal code area in which the church is located is SO30 3AT, OS grid reference OS 466 141. It is part of the Diocese of Winchester within the Church of England.
The correspondence address is St James' Church, Church Hill, West End, Southampton, SO30 3AT.
The Parochial Church Council of the Ecclesiastical Parish of St James' West End in the Diocese of Winchester is registered with the Charity Commission - No 1132863, with the working name of "West End PCC of St James". Date of registrations 21st November 2009.

The following served as members of the PCC from the APCM held 8th May 2022:

Vicar	Revd V Maunder	Chairman	(From June 2019)
Associate Priest	Revd L Galvin	Vice Chair Chairman	(From July 2015 – May 2018) (From July 2018 – June 2019)
LLM	Mrs C Kidd	Safeguarding Officer	(From November 2016)
LLM	Mr A Jenkins	LLM Emeritus	(From August 2020)
Wardens:	Mr S Langridge	Vice Chair	(First elected 2018)
	Mrs D Barnes	Deputy Vice Chair	(First elected 2020)
Representatives on the Deanery Synod	Mr M Thomson		(Until APCM 2023)
	Mr G Holden		(Until APCM 2023)
	Mrs C Kidd	Safeguarding Officer	(Until APCM 2023)
Elected Members:	Mrs A Clover		(Until APCM 2025) [1]
	Mr F Amonya		(Until APCM 2025) [1]
	Mr S Alexander		(Until APCM 2025) [1]
	Mrs F Weston		(Until APCM 2025) [2]
	Mrs J Castle		(Until APCM 2025) [2]
	Ms Jill Marten		(Until APCM 2024) [1]
	Mr N Becket	Assistant Warden	(Until APCM 2024) [1]
	Mrs B McDowell		(Until APCM 2024) [2]
	Mr D Forster	Treasurer and Gift Aid Secretary	(Until APCM 2023) [1]
	Mrs R Owton		(Until APCM 2023) [1]
	Mr A Brooks		(Until APCM 2023) [2]
	Mrs K Badcock		(Until APCM 2023) [2]
	Mrs J Hollingsworth	(Co-opted July 2022)	(Until APCM 2023)

Elected members may serve a maximum of six years, then 2 year break (took effect in 2003)

PCC Secretary	Mrs S Overell		
Electoral Roll Officer	Mrs M Baker		
Health & Safety Officer	Mr S Wiseman		(Until July 2022)
	Mr M Hollingsworth		(From October 2022)

Structure, governance and management

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Objectives and activities

St. James' Parochial Church Council (PCC) has the responsibility of co-operating with the Vicar Revd Vicky Maunder, in promoting the work of the ecclesiastical parish (which covers the village of West End, Townhill Farm, Harefield and part of the Bitterne area of Southampton) and the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It is also responsible for the maintenance of the Church Hall. It supports the work of St. James' Church of England Primary School.

Committees

The PCC operates through a number of committees which meet between full meetings of the PCC:

Standing Committee: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council; debates complicated or detailed issues prior to submitting proposals to the PCC and reviews the financial situation.

HOPE (Home and Overseas Partnership and Education) Committee. Under this committee, the Church's ministry in the wider world is addressed, with events arranged to meet the needs of others within the Church, and by setting and attaining the aims of the mission work of the Parish.

Risk Management Policy

The PCC actively reviews the major risks which the church faces on a regular bais and believe that maintaining reserves, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The PCC has also examined the operation and business risk which they face and confirm that they have established systems to mitigate the significant risks.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 and given due regard the House of Bishops' guidance on the safeguarding of children and vulnerable adults.

Public Benefit

The PCC acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the PCC annual report. The PCC confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities they should undertake.

Achievements and performance

Church attendance

There were 148 parishioners on the Church Electoral Roll, 44 of whom live outside the parish, as recorded on the roll on 31st December 2022. Church statistics for 2022 are listed on page 9.

Review of the year 2022

The full PCC met 6 times during the year, via Zoom for the first meeting and then in person with an average attendance of 75%. Committees met between meetings and notes of their deliberations were received by the full PCC and discussed where necessary.

18 members of the PCC attended the Zoom meeting held on Wednesday 26th January 2022
Minutes were agreed and matters arising included agreement of a sentence in the Health and Safety policy, a report on the printed magazines and progress on adverts in the magazine. Business by Correspondence since the last meeting included decisions on Mar Thoma, payments to musicians, use of church as an emergency venue and agreement on a Christmas craft fair. Finances to the end of the year were good. Card machines for donations were discussed. Generosity was applauded although some services do still not take collections. Use of funds for improvements was mentioned but deferred to another meeting. The PCC agreed to an increase in our Common Mission Fund by £2,000 to £55K for 2022, payable by instalments. The Vicar's Report updated the PCC on music, choir and services, a monthly coffee morning and the relaunch of IGNITE youth group. Covid measures in church were discussed; it was agreed to stay as we are. Church of England Lent material to be used this year - 'Live Lent: Embracing Justice' and pamphlets have been ordered; a quiet day in Lent to be organised. For the Queen's Jubilee (2nd to 5th June) a mini Flower Festival was planned with an outdoor songs of praise and afternoon tea; St James' had been asked to take part in the beacon lighting festivities on Hatch Grange on 2nd June. Director of Music – the creation of two posts was approved and adverts would be published. The Building and Fabric report included an update on repairs to the organ (still awaiting quotations). Application for removal of the front pews to be delayed until the Covid situation improved. Since the latest repairs no leaks had been detected in either church or hall roofs. Livestreaming was being tested for improvements. All PCC members were reminded to complete a short online safeguarding training with regard to Domestic Abuse Awareness. Lifts to Church were not possible due to reasons of insurance, administration and lack of volunteers. Churches Together notes had been shared. The PCC approved HOPE support of both the Cafod 200k Walk against Hunger project and Wateraid UK Jars of Change for Lent. The Church Hall Committee notes detailed updates on hirings with restrictions to remain in place until after Easter. The church hall advert would be reinstated in the magazine. The PCC approved the appointment of Caroline Wigley as sidesperson. Vicky thanked the PCC for their attendance and closed the meeting with the Grace.

The PCC met on Wednesday 23rd March 2022 in the Church; the first full in-person PCC meeting since the start of the pandemic.

Revd Vicky Maunder opened the meeting with a prayer. 13 members were present and 7 apologies were noted. Minutes were agreed and signed. 30 people were now receiving printed copies of the magazine; all advertisers had paid their fees. Further investigations were being made into a Sum-Up machine and our voluntary increase to the Common Mission Fund would be spread over 12 months. Business by Correspondence was ratified by the PCC, including spending £244 to rectify a fault to the lightning conductor, to support the Ukraine situation by joining the Sanctuary Foundation and agreement to repairs to the Lady Chapel roof and walls. David Forster reported that finances were reasonable with the General Fund showing a surplus of £759 to the end of February. Hall hirings were not yet returning to

The date for re-election of Deanery Synod representatives was checked and found to be 2023. The annual report was received and thanks were recorded to David Forster and Sue Overell for their work on this. Approval was given for additional CCLI licences to cover the church and the hall for the broadcast of live music and for performances other than acts of worship. Music Posts – we would welcome Chris Fay as our Organist and Choir Director and Anita So as Church Alive music leader. Contracts for both to be checked. The APCM to be held on Sunday 8th May. Vicky suggested combining this with fellowship and food, and various suggestions were made. Members of the PCC who had agreed to stay in post for another term were thanked and three were invited to stand again having completed their first three-year terms. Sue Overell has agreed to carry on in the role of PCC Secretary as a non-voting member. Vicky's report covered the continued success of the Community Coffee mornings, the relaunch of IGNITE youth group, distribution of Lent booklets "Embracing Justice" and the thought-provoking Lent course. A Lenten Quiet day was planned and a guest preacher for our main Holy Week services. Confirmations and baptisms would take place at the Easter Vigil. As a Fairtrade church we should ensure use of Fairtrade products as much as possible. Approval for the Wednesday Eucharist service to become a permanent part of our pattern of services was agreed. Our support for the Sanctuary Foundation, offering aid to locally hosted Ukrainian refugees, was confirmed and we would also sign up to the Welcome Churches network. Information on the Church's response had been sent from the diocese, including websites offering help and guidance, and vacant diocesan properties were being assessed for possible use for refugees. Plans were going ahead for our participation in the Queen's Platinum Jubilee community event on Hatch Grange and helpers were required. A report on the 2021 Living in Love and Faith course and a summary of the feedback to be sent to Bishop David. Inclusive Church was discussed and we should work towards inclusion of all, including the disabled and those with dementia, as well as LGBTQ+. A small group to look at all areas of inclusion including facilities, resources and all other aspects. Building and Fabric included a quote from South Coast Organs at £22,000 for repairs to the Swell Organ. There were no obvious grants to cover this but there is legacy money available that could be put towards the repairs. Any repair work would require a faculty. It was agreed that we should refurbish the current organ and not opt for a digital instrument. Lady Chapel leaks – repointing work including inspecting tiles in the hidden roof gully with repairs was required. Retirement of the church architect would require a new appointment. A replacement memorial bench in the Old Burial ground was approved. Noel and Donna were keen for volunteers to take over the weekly live-streaming of services now that the system was working properly. A volunteer was required to look into bringing hard-wired broadband into the church building, including finding out what needs to be done and getting quotes for the work. Safeguarding - Carol was processing DBS applications as part of the Safer Recruitment process for the two music posts. All current DBS certificates to be renewable after 3 years rather than 5 years. The newly revised Social Media Policy was agreed by the PCC. Churches Together minutes and prayer points had been sent and Jane Castle highlighted Community sponsorship for welcoming refugees and helping out and the West End Walk of Witness on Good Friday 15th April - 11am start at St Brigid.

The first meeting of the PCC following the APCM was held on 18th May 2022 in the Church Hall. New members were welcomed and appointments agreed. David Forster announced he would be standing down as Treasurer at the next APCM in 2023 and a working group would discuss recruitment of a replacement. Sidespeople for the coming year were approved, Church Alive welcomers agreed and the names of the Pastoral Team were noted for Diocesan records. The PCC were reminded of declarations they must sign and that all sidespeople, welcomers, Pastoral team, and Choir were required to undergo DBS training. Matters from the previous meeting included new music contracts which had been agreed and signed; CCL licences were now up to date. Business by correspondence had included services for the APCM and agreement of worshipping community figures for submission to diocese. The Standing Committee met on 3rd May to discuss plans for the Platinum Jubilee, appointment of a new church architect, repairs to the Lady Chapel, the proposal for work to the organ, the phone to be used for livestreaming and making safe the area outside the hall for Stay and Play. A fixed broadband connection

was also sought. Finances showed a surplus to the general fund but a deficit on the hall fund. Vacant hire slots will be discussed by the hall committee. Covid restrictions in church were discussed and it was agreed that we should be more flexible, with mask wearing to be a personal choice. Clergy would continue to intinct wafers rather than reintroducing the common cup. The Peace would continue to be signed. The vicar's report mentioned small numbers attending the lent course, but a well-attended quiet day. Holy Week services had been more "normal" this year with good attendance at both Easter morning services. The Maundy Thursday service with option of washing of hands or feet was very much appreciated and serving was easier with acolytes in attendance. Bishop Geoff joining us for the Holy Week services had been appreciated by many and having baptism and confirmation as part of the Easter Vigil had gone well. Holding the Annual Meetings during a Service of Praise had been very successful and there had been much positive feedback, with double the number of attendees. Unfortunately, the Zoom connection had not worked properly and more time for open questions was requested next time. Earlier availability of the annual report prior to the meeting was discussed. PCC agreed that the Annual Meeting will be held within a service again next year. More joint services were requested by some but there were strong views; the PCC agreed to support joint services for Mothering Sunday, the Annual Meeting and Harvest each year. It was felt that livestreaming Evensong on the days when the Eucharist service was a joint service might be appreciated. Vicky was keen to include our younger church members to take an active part in services and she would contact our 9.30am families to ask their views on this. Many events were planned for the Queen's Jubilee and for this reason we would not have any additional Patronal Festival Day celebrations this year. Vicky proposed holding a Vision Day. Offering our hall as a meeting space was to be encouraged. A faculty would be sought to cover repairs to the Swell Organ at £25,000 cost. A survey had been completed by Virgin Media for broadband installation. Raised beds in the churchyard for the children to plant up during their activity times were agreed. An inspection of the churchyard trees was planned. Progress with the parish safeguarding review and the new safeguarding dashboard system was reported. Prayer meetings and the closeness between our neighbourhood churches was mentioned under Churches Together. The HOPE Lent Appeal, and the first Christian Aid Lunch in two years, had gone very well.

14 people attended the July meeting in the Church Hall. A candidate for the role of Treasurer had come forward to take over, Jane Hollingsworth, who had attended the finance group and made contact with David. The PCC unanimously agreed to co-opt her onto the PCC. Matters arising from the previous meeting included a mixed response from church families to an All-Age Eucharist service and the idea would be discussed again at our Vision Day (January) when we would also look further at our work with families and children. Business by correspondence had approved a recycling bin to be emptied fortnightly. The Treasurer's Report showed the general account to end June having an excess against budget of £3,149 (including the Hall deficit of -£1,225). A legacy of £5,000 was not yet shown on the restricted account. There was also a generous donation from an anonymous source towards repairs to the Lady Chapel roof. Stay and Play had received a grant towards a new banner. The Eastleigh Deanery Common Mission Fund (CMF) contribution requested from St James for 2023 would be £50,666.16. Finances in the diocese appeared to be better than expected, partly due to clergy leaving or retiring early due to the challenges of Covid and the way property and assets are valued. There was a greater need for transparency and financial information from diocese would be sent out to PCCs. The Role Description for the PCC Treasurer had been sent out and was agreed, the Parish Giving Scheme to be encouraged, and meetings held with the finance group three times a year. The new diocesan online safeguarding dashboard would see each parish completing an audit and action plan. Outstanding items were the responsibility of the vicar to oversee, including risk assessments and safer recruitment, all of which will take some time to complete. The PCC approved the action plan at level 2, with a view to moving to Level 3 next year. The Vicar's Report included a briefing on HeartEdge - a movement for renewal bringing churches together to share ideas and experiences. The PCC approved the Music Project at St James' School involving our choir director Chris Fay, with funding for the first year to come from part of the legacy left by Martin Hall. A small group had met to explore how we might connect with the schools in our parish

and perhaps work in partnership with others, including the 'Open the Book' initiative led by the Bible Society. Church Schools days would be offered again in 2023. An Organ Appeal event was agreed. The Vision Day would be held on 21st January 2023 due to time constraints this year. A mid-afternoon Songs of Praise was planned for Sunday 4th September, with the choir and Church Alive music group and Harvest Lunch on 2nd October. Events marking the Queen's Jubilee had been very positive with great attendance at the flower and wedding dress exhibition, with the barbecue and choir singing at the beacon lighting a great opportunity to share in a community event. The attendees of the Growing in Faith course had been very enthusiastic. Pastoral Team meetings also now include Bible study and discipleship input, to help encourage and nurture the team. Future events were listed, and a volunteer sought to coordinate publicity and advertising of church events. The order for the organ work had been placed and the organ would not be out of commission while the work was being carried out. A recommended builder for the roof repairs was to meet with Noel, cost should be no more than £5,000 and this amount was approved by the PCC. Work on installing broadband into the church was progressing. No problems had been noted following the annual insurance related "topple test" on the gravestones in the churchyard. A new Health and Safety Officer needed to be recruited, Steve Wiseman having stepped down. Steve was thanked for his hard work over the years.

The Church Hall committee reported that bookings had dropped drastically, with only the Cactus Club as a regular (monthly) hiring. Covid restrictions on numbers had been dropped and advertising was essential. The hall account was currently running at a deficit. It was not possible to know exactly how much power was used in the hall as there are no separate meters, although all the money is essentially church-related funds. Our facilities were competitive with other local halls; a discount could be made available to new groups wishing to hire. A key holder review had taken place. A regular fund-raising community quiz night had been suggested which may help promote the hall locally. Mar Thoma wished to greatly increase their hiring of church and hall as their congregation has grown; a spreadsheet of available dates going forward would be compiled. Their rate would be revised in November. Vicky would meet with them to discuss all the pros and cons of extending their hirings, including noise, wear and tear of equipment and time-keeping (eg not running over the allotted time). Noel said that a fundraising curry night organised by Mar Thoma had been suggested. A meeting on Inclusive Church had taken place. It was important that people understand that inclusive church challenges <u>any</u> discrimination including disability, economic power, ethnicity, gender, gender identity, learning disability, mental health, neurodiversity or sexuality; a leaflet was distributed to the PCC. Courses for awareness were planned for all, probably in the New Year. Resources were available online. The Eco group were taking part in a survey to determine the five aspects of how we run the church, aiming for a bronze award. Churches Together covered minutes, prayer points and forthcoming projects, with the Holiday Bible Club to be run 25 -29th July at St James, a project that brings churches and community together.

There was a change of venue for September and 16 members of the PCC met in the main hall at St James' CofE School. Before the meeting, Revd Linda Galvin showed the PCC around the school and grounds, including the new Camino building, the Labyrinth, Outdoor Learning Area and Spiritual Garden. Apologies were received and Jane Hollingsworth, who had been co-opted onto the PCC at the last meeting, was welcomed. Matters arising updated the PCC that the recycling bin was now in place, Revd Vicky and Brenda were to attend an Enquirers training course in October for HeartEdge, the HEWEB Holiday Bible Club had been a success and the Songs of Praise with afternoon tea had been enjoyed by the many people who attended. David Forster reported that finances are good so far this year, with Parish Share payments up-to-date, a surplus on the accounts of over £6,700 and Voluntary income almost on budget. The first instalment of £2,020 for the organ work had been paid, with the next 30% of the cost now due. The organ work was not included in the original budget work for the year and David will add this under Major Building Repairs. Revd Linda had now been School Chaplain for two days a week for a year and gave a brief description of her involvement in activities and projects including

establishing community links with the church and the Parish Council. The music project at the school involved Chris Fay leading singing in Collective Worship on a weekly basis and also encouraging reluctant children to take part in singing sessions. Revd Vicky wished to minute that this was the first meeting since the death of Her Majesty the Queen and how we had responded to the sad news by keeping the church open as much as possible. A Commemoration Service had been held on the eve of the funeral, with a full church and lots of positive feedback. Covid Restrictions: The Gospel procession would not be reinstated as the reader would not been seen if the service was being live-streamed. The offertory would once again be brought up to the altar during the 9.30am service. The Common Cup was discussed at length but it was eventually decided that the current practice of the priest intincting the wafers should continue. The choir would continue not to sing in procession and the use of the sanctuary as choir seating would continue as Covid levels may increase during the winter months; many choir members preferred to continue with current seating arrangements. Regretfully the IGNITE youth group was not attracting new young people and those who attended pre-Covid have moved on. Revds Vicky and Linda would prefer to use resources to focus on younger, primary school aged children. A Bible club for this age group was also suggested with parents to be consulted before further action is taken. It was noted that all churches are finding it very difficult to recruit anyone to work in youth ministry. Martin Hollingsworth would take on the Health and Safety Officer role from Steve Wiseman. A publicity officer was still required. The burial of ashes and possibility of a memorial garden were discussed, as well as the creation of a way of remembering those who had passed away, possibly a book. It was decided to increase Parish Magazine advertisement rates by 5% from January with David calculating these so that Scott could send out notice to all advertisers in advance of the New Year. Noel told the meeting that work to the organ was underway and pipes had been removed ready for refurbishment. The standard heating temperature in church would be reduced to save costs; also getting into the mind-set of not leaving everything on all the time would help with bills. We had a new regular church hall booking and the Parish Council is passing on enquiries to us if they have no space. A banner advertising the hall was approved at a cost of approximately £60. Risk Assessments to cover generic possibilities had been drawn up by Noel and will be sent out to all PCC members to be approved. Churches Together reported that many churches are coming together to provide safe warm spaces due to the fuel price increases. St James' would consider this in conjunction with Churches Together and West End Parish Council. Visions and mission statements were being worked on and a Holiday Bible Club would be supported again in 2023. The PCC approved the HOPE request that Tap Twinning be supported as our 2023 Lent charity and Christians Against Poverty (CAP) will take the place of Fine Cell Work from September as one of the HOPE main charities. This year's Charity Christmas Card would support Countess Mountbatten Hospice, St James' Shelter and Missions to Seafarers. It was agreed that a session on CPR by Meon Valley Heart Start, who instruct on resuscitation in dire emergencies, would be held in the Church Hall, with Rachel Owton coordinating. Responses to a consultation document on the Vacancy for a new Bishop of Winchester were required by mid-October and links would be sent to PCC and congregations. Revd Linda advised that the Diocesan Synod were keen to share with PCCs their discussions, for example on the role of PCCs and churchwardens in clergy well-being, a new strategy on Stewardship, card readers, cost of living including energy prices and warm spaces. Approval was given to the purchase of a new music stand for Church Alive. Revd Vicky thanked the PCC for their attendance and closed the meeting with the Grace.

The Standing Committee met early in mid-November to discuss the fees review and budget to present to the PCC at the next full meeting. Also at this meeting it was agreed to recommend to the PCC that any grant offered from the Diocese towards increased energy costs be accepted. It was also agreed that the legacies of £15,000 would fund the organ repairs and the music outreach program for children (£12,000 organ and £3,000 music outreach project). This reflected both the musical interests and teaching backgrounds of all donors. A donation had been received to replace the noticeboard, which had exceeded the cost required and excess funds would be returned to the general fund.

17 members of the PCC met in November 2022 in the church hall. Since the previous meeting the Gospel Procession and offertory had been reinstated. The Standing Committee had agreed with one objection to the use of the high altar for feast days. Martin Hollingsworth had taken over the role of Health and Safety officer and had met with Steve Wiseman. He will attend a PCC meeting in the New Year. Linda Galvin had taken on the role of Publicity Officer including social media. The Meon Valley Heart Start short course instigated by Rachel Owton was planned for 19th January 2023. Two new music stands had been obtained for Church Alive. The new noticeboard had now been installed. Business by Correspondence – the Standing Committee had approved replacement of organ pipes not in a good condition; Carol would have use of the Church Hall for Anna Chaplaincy events free of charge; a full service check on the sound system and network issues was approved. Finances to the end of October including the hall showed a surplus of £7,841, however, utility bills had not yet been received. Receipts for the 10 months to end October were almost the same as the previous year. The Christmas craft event in November had raised £900. A couple of hall letting fees were still outstanding, but Gift Aid monies from HMRC had now been received. The Fees Review changes for next year had been agreed for proposal to the PCC at the Standing Committee meeting. A couple of changes were suggested and then these were approved by the PCC. David had worked on the budget figures and calculated a projected surplus of £10,605 for the general fund, but this did not take into account final utility bills for 2022 which could reduce the surplus by up to £3,000. The budget for next year 2023 had been calculated: Receipts were based on current levels of voluntary income, other giving and donations and church activities. The Parish Giving Scheme amount was lower for 2023 than for 2022 because a couple of generous givers had passed away. It was agreed to focus on Generous June again in 2023. Donations and legacy amounts are difficult to predict. Only five weddings are booked for next year. Work to the Bell Tower would be included in 2023 figures. The budget figures for 2023 were approved. The Standing Committee had met and their minutes were received.

Safeguarding policies were reviewed and re-adopted, with the Social Media policy included despite having been agreed in March, to keep it in line with re-adoption of all policies. The Health and Safety policy was approved; Martin Hollingsworth to review it in 2023. Safeguarding Audit Update & Risk Assessments were introduced outlining a more formal process of recruitment of volunteers, with Caroline Wigley preparing the paperwork for this and welcome packs. A briefing was planned at the end of November and volunteers would be celebrated at a special event each year. Copy documents were available from Vicky. Risk Assessments were all now with Martin Hollingsworth. Vicky mentioned in her report how lovely it was to look forward to events over the Christmas period. A Warm Space would be offered to those struggling in the current economic climate on Thursdays from January through to March, coordinating with West End Parish Council and other local churches. It was agreed that the Christmas Craft fair should become an annual event at St James. The PCC was encouraged to attend the Vision Day on 21st January. The "As One" initiative had been presented at Deanery level to help promote street associations with the logo "fill your streets with friendliness" and we would display a banner. St James' had qualified for the bronze Eco Church award; now working towards silver with the Eco group meeting again in the New Year. Due to work and family commitments Asuka did not wish to continue with the organ scholarship and this has been terminated. Bob Thomason and Enid Plowman had both stepped down from the serving team. Vicky will be sworn in as a marriage surrogate for the diocese in January, supporting wedding couples who need to be married by special licence rather than by banns. Accessibility plans had been discussed in depth pre-pandemic and a PCC sub-group now needs to be formed to look again at requirements which will be brought back to PCC with proposals. The building and fabric report included updates on Lady Chapel leaks, with lack of scaffolding quotes holding up the work. There had not been any further leaks, despite the recent wet weather. Annual Fire equipment service took place in October and PAT testing of portable electrical equipment scheduled for early December, including lighting for the Christmas Tree Festival. Work to reinstall most of the organ pipes would be completed by the end of the following week. The PCC agreed that funds raised by the Friends of St James (a total of £2,090.80) could be used towards the organ and the Friends account shut down. The

remainder of the funding for the organ would come from the two legacies; £12,000 to the organ with £3,000 towards the school music project. A celebration of the refurbished organ would be held in the New Year. The Virgin Media cable was in place ready to set up. Scott gave an update on the DAC recommendations for the upkeep of churchyard trees; a visual inspection had been made. Help would be sought from the council on the few overhanging or dead limbs. The forthcoming Christmas Tree Festival would need help with stewarding and setting up. PCC Meeting Dates for 2023 were given. The two Churches Together groups of which we were part were explained. Women's' World Day of Prayer will be held on Friday 3rd March 2023. Linda advised that she was just finalising details including how Gift Aid was dealt with in respect of the card-less donations machine.

Copies of all the reports, documents and meeting minutes mentioned above are available from the PCC Secretary on request.

Church Statistics

Church Statistics for 2022 (Previous year figures are recorded in brackets)	**2022***	**2021***	**2020***	**2019**	**2018**	**2017**	**2016**	**2015**	**2014**
Baptisms	31	(3)	(5)	(39)	(38)	(34)	(34)	(39)	(47)
Confirmations	4	(0)	(0)	(0)	(0)	(7)	(0)	(0)	(4)
Weddings	12	(6)	(4)	(14)	(15)	(13)	(13)	(13)	(21)
Funerals & Burials	23‡	(7)	(9)	(20)	(12)	(15)	(15)	((17)	(19)
Easter Communicants	151	(69)**	*	(161)	(162)	(159)	(134)	(136)	(133)
Christmas Communicants	100	(84)**	*	(140)	(159)	(187)	(168)	(134)	(116)

* Unfortunately, because of the Covid-19 pandemic where due to lockdowns and restrictions public worship was either suspended and offered on-line or offered with limited congregation numbers, reliable statistics were not available for this year.
** Congregation numbers were restricted at these services because of Covid-19

Financial Review:-

The statement of accounts are on the following pages. This is a very brief summary: -

General Fund – Unrestricted funds

We were extremely lucky that in 2022 despite the economic situation and the cost of living increase, our voluntary income has increased slightly due to the generosity of our donors. Our collections at services are gradually improving with more weddings, funerals and baptisms taking place in church and the return of visitors at services. We are extremely lucky that over 80% of our regular congregation give via the Parish Giving Scheme and we are fortunate that everyone was able to maintain their levels of giving through difficult financial times, thank you all! Church Activity revenue has greatly improved over the previous year, parochial fees improved as more weddings were held as lockdown restrictions were lifted, parish magazine revenue was improved but mostly due to timing of receipts for the 2023 adverts being received in late 2022 instead of early 2023. Activities for generating funds increased as more fundraising events were organised, notably the Christmas craft sale, the Christmas Tree Festival and the Jubilee event held at Hatch Grange/Barbeque. Since completion of the Project Aurora the 200 Club now raises funds for the general fund. Overall our total unrestricted income in 2022 was £ 6,333 higher than in 2021.

At the end of 2022 we had 61 members giving regularly through the Parish Giving Scheme (PGS) which was one more than at the end of 2021. About half of these have opted to inflation link their giving and we would encourage the others to please consider doing this or consider a review of your giving. We would still like to encourage any of our members who haven't joined this scheme yet to please consider doing so, especially those who use the yellow gift aid envelopes or the online giving on a regular basis. If you would like more information on this efficient and easy method of giving then please speak to the treasurer. Bank branches are closing down all the time and it may become increasingly difficult to bank cash donations in the future.

Thank you to those of you not in PGS who donate through the online giving portal through Give a Little/Sum-up. we hope that you will continue to use this method in the future if you are not able to contribute using the preferred PGS direct debit system.

Our general unrestricted costs in 2022 were £ 83,415, i.e. £ 444 more than in 2021. This was despite a reduction in our parish share/common mission fund from 58,070 to 52,966 after a change in our Affluence rating from band D to band C (see note 3 on page 22). The PCC agreed to make an additional contribution of £2,000 to help support other parishes encountering financial difficulties. Therefore, our total payment was 54,966. Against this saving were increases in utility bills and small increases in other areas.

The overall result for Unrestricted funds in 2022 meant that £ 14,522 was added to our reserves.

General Fund – designated funds

These are funds that the PCC put to one side for either specific purposes or in the case of legacies, awaiting a special project to use them for.

In 2022 our income for the designated funds were £ 8,322, being £5,000 from a legacy and £ 3,322 in donations for the organ repair works. In addition, as noted below in the Restricted account note, £ 5,031 was transferred from the Restricted account into the Designated fund towards the organ repairs.

Expenditure from the Designated fund was £ 23,129, being £1,692 for a new noticeboard (a generous donation of £ 2,500 was given in 2021 to pay for this and the surplus of £ 808 transferred to general funds in 2022 per the wishes of the donor) £ 350 for the St,James' School music project (part use of the legacy received in 2022) and £21,087 for the organ repair works (the final payment will be made in 2023).

The overall result for Designated funds in 2022 meant that £ 14,807 was taken from reserves/unused legacy funds.

Hall Account

In 2022 the church hall finances continued to be affected by a lack of regular bookings as a result of several lettings that never recovered after the pandemic and despite continued efforts by the hall committee to find new ways of advertising our facilities. The shortfall of £ £1,045 was taken from reserves, and the hall account continued to pay its 25% contribution towards the gas & electricity costs and 10% of the insurance cost.

Restricted Account

Financial transactions for the Building & Fabric fund, the Flower Fund, the Organ Fund and the HOPE Committee are all recorded through this account. In December the balance of the Friends account of £ 2,090.80 and £2,940.59 from the Building & Fabric fund were transferred from the Restricted account into the General designated fund to pay towards the organ repair costs as agreed by the PCC.

Reserves policy

The PCC has now adopted a formal policy on reserves which is: "St.James' Church West End aims to keep uncommitted net financial assets in the range between the equivalent of 3 and 6 months average routine costs and promises to take corrective action within 3 months if uncommitted net financial assets fall outside these limits." Receipts and payments are reviewed on a bi-monthly basis by the PCC via Finance reports distributed by the Treasurer.

The Parochial Church Council would like to thank you all for your generous support again during 2022.

Approved by the PCC on 23/3/23 **and signed on their behalf by Revd Vicky Maunder**
(PCC Chairman)

Signed: V. Maunder **Date:** 28/3/23

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

I report to the trustees on my examination of the accounts of the PCC of St James' Church, West End for the year ended 31st December 2022 set out on pages 13 to 24.

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").

Having satisfied myself that the accounts of PCC of St James' Church, West End are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination and 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:

- accounting records were not kept in respect of PCC of St James' Church,West End as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records.
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 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.

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.

16.3.23

K Gomes MAAT
Independent Examiners Ltd
Unit 2 ,The Broadbridge Business Centre
Delling Lane
Bosham

West End P.C.C of St.James'

Statement of Receipts & Payments

For the year ending 31 December 2022

	General Fund	General Fund	Hall Fund	Restricted account	200 Club account	Fees account	Consolidation adjustment	**2022 Total Funds**	2021 Total Funds
	Unrestricted funds	Designated funds	Designated funds	Restricted funds	Restricted funds	Restricted funds	(see note 12)		
	£	£	£	£	£	£	£	**£**	£
INCOMING RESOURCES									
Voluntary income	76,585	5,000		5,558				**87,143**	82,971
Church activities	12,328		3,366	2,535	1,540	29,122	-10,978	**37,913**	20,909
Activities for generating funds	8,930	3322		1,385				**13,637**	5,334
Income from investments	94		19	25				**138**	6
TOTAL INCOMING RESOURCES	97,937	8,322	3,385	9,503	1,540	29,122	-10,978	**138,831**	109,220
RESOURCES EXPENDED									
Church activities	80,940	23,129	4,430	2,371	1,540	30,052	-10,978	**131,484**	122,223
Costs of generating funds	1,935							**1,935**	80
Governance costs	540							**540**	540
Charitable activities	0			1,471				**1,471**	1427
TOTAL RESOURCES EXPENDED	83,415	23,129	4,430	3,842	1,540	30,052	-10,978	**135,430**	124,270
NET INCOMING/OUTGOING RESOURCES BEFORE TRANSFERS	14,522	-14,807	-1,045	5,661	0	-930		**3,401**	-15,050
Transfers between funds									
Transfer from Restricted account for Organ repairs		5031		-5,031				**0**	0
Transfer surplus of Noticeboard donation	808	-808						**0**	0
Brought forward as at 1st January 2022	22,974	20,841	10,463	8,490	0	1,720		**64,488**	79,538
Carried forward as at 31st December 2022	38,304	10,257	9,418	9,120	0	790		**67,889**	64,488
Note:- A full analysis of the individual accounts are found on pages:	15	15	16	17	18	19			

West End PCC of St.James'

Statement of Assets & Liabilities for the year ending 31st December 2022

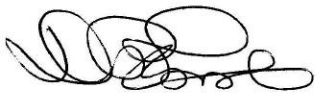
	General Account Unrestricted Funds £	General Account Designated Funds £	Hall Account Designated Funds £	Restricted Account Restricted Funds £	Fees Account Restricted Funds £	200 Club Account Restricted Funds £	**2022 Total Funds £**	2021 Total Funds £
Cash funds								
Bank Current Accounts	4,569	0	350	2,181	790	0	**7,890**	7,694
Bank Deposit Accounts	33,735	10,257	9,068	6,939	0	0	**59,999**	56,794
Total Cash funds	**38,304**	**10,257**	**9,418**	**9,120**	**790**	**0**	**67,889**	64,488
Other Monetary assets (See page 20)								
HMRC Charities Tax claim -4th Qtr 2022	649						**649**	848
Church hall letting fees			128				**128**	200
Total	**649**	**0**	**128**	**0**	**0**	**0**	**777**	1,048
Liabilites (see page 20)								
Independent Examiner fee	600						**600**	540
Payments due to Missions				559			**559**	593
Wedding deposits					790		**790**	1,720
Church hall security deposit			50				**50**	50
Total	**600**	**0**	**50**	**559**	**790**	**0**	**1,999**	2,903

See note 1 - page 21/22

Non monetary assets

Inventory assets i.e furnishings, fittings and equipment including a Photocopier and various garden machinery, for Ecclesiastical use, are vested in the Vicar and Churchwardens as custodian trustees.

Signed



David.J.Forster
PCC Treasurer 15/03/2023

West End P.C.C of St.James'

General Fund - Receipts and Payments Account (Unrestricted & designated funds)

For the year ended 31 December 2022

		2022		2021	
		£	£	£	£
Receipts					
Voluntary income					
Planned giving - gift aided		47,102		53,863	
Gift aid envelopes - one offs		2,976		1,815	
Income tax recovered on gift aided giving		14,056		14,593	
Income tax recovered on gift aided giving - designated		0		500	
Planned giving - non-gift aided		4,047		2,612	
Collections at services		2,739		1,789	
Grant from Diocese - Energy costs		1,825		0	
Donations		3,840		4,767	
Legacy Gifts (designated)		5,000		0	
Donation for noticeboard (designated)		0	81,585	2,000	81,939
Church activities					
Parish magazine sales & advertisements		1,846		1,179	
Parochial fees		6,532		3,460	
Heating fees		690		360	
Video/zoom/service sheet fees		297		88	
Refreshment donations - general		895		198	
Refreshment donations - Community Café		279		0	
HMRC - Furlough grants		0		2,634	
Trading (Books, Votives, Concert lettings etc)	See note 2	1,789	12,328	646	8,565
Activities for generating funds					
Christmas craft sale		1,085		1,953	
Christmas Tree Festival		3,899		0	
Organ repair fundraising (designated)		3,322		0	
Jubilee event		2,521		0	
Table top sale		0		506	
200 Club		924		295	
Other		501	12,252	343	3,097
Income from investments					
Bank Interest			94		3
TOTAL RECEIPTS (Unrestricted £97,937 & Designated £8,322)			106,259		93,604
Payments					
Church Activities					
Diocesan Common Mission Fund (CMF)	See note 3	54,966		60,070	
Churches Together subscription		40		0	
Clergy expenses	See note 4	514		324	
Ministry team training		100		218	
Church running expenses - Insurance		3,161		3,010	
Church running expenses - gas & electric	See note 5	5,518		3,916	
Church maintenance		1,044		1,832	
Churchyard maintenance		43		0	
Upkeep of services		1,795		920	
Photocopier & paper costs		620		249	
Organist & relief organists		5,413		6,234	
Church Alive musician		1,138		0	
Choir & music		359		395	
Support costs - admin & stationery	See note 6	906		457	
Support costs - Parish administrator	See note 4	3,276		3,182	
Support costs - Parish magazine	See note 4	504		489	
Support costs - Childrens work		482		530	
Support costs - Pastoral team		103		0	
Outreach work & books		582		208	
Communications		0		60	
Refreshment supplies		335		200	
Sum-up charges (ref online donations)		41		57	
Noticeboard renewal (from designated funds)		1,692		0	
School music project (from designated funds)		350		0	
Organ repair costs (from designated funds)		21,087	104,069	0	82,351
Costs of generating funds					
Fundraising costs	See note 7		1,935		80
Governance costs					
Account examination fees			540		540
TOTAL PAYMENTS (Unrestricted £ 83,415 & Designated £ 23,129)			106,544		82,971
EXCESS (-SHORTFALL) RECEIPTS OVER PAYMENTS			-285		10,633
Bank Account as at 1 January 2022 / 2021			43,815		33,182
Transfer from Restricted a/c - donation towards organ repairs			5,031		0
Bank Account as at 31 December 2022 / 2021			**48,561**		**43,815**
Balance represented by:	Unrestricted funds		38,304		22,974
	Designated funds		10,257		20,841
			48,561		**43,815**

West End P.C.C of St.James'

Church Hall - Receipts and Payments Account (Designated funds)
For the year ended 31 December 2022

		2022		2021	
Receipts		£	£	£	£
Church activities					
Hall letting Fees		3,151		1,363	
Stay & Play donations for hall hire		165		0	
Security deposits		50	3,366	0	1,363
Income from investments					
Bank Interest			19		1
Total Receipts			3,385		1,364
Payments					
Church activities					
Church Hall running costs					
Gas		1,011		765	
Electricity		828		541	
Water Rates		608		81	
Insurance		351		335	
PRS licence		238		0	
Refuse collection service		393		340	
Sundries	See note 8	226		78	
Building repairs & maintenance	See note 9	271		1,515	
Cleaner		323		369	
Cleaning Materials		131		30	
Refund security deposits		50	4,430	0	4,054
Total Payments			4,430		4,054
Excess(-shortfall) Receipts over Payments			-1,045		-2,690
Bank Account as at 1 January 2022 / 2021			10,463		13,153
Bank Account as at 31 December 2022 / 2021			**9,418**		**10,463**

West End P.C.C of St.James'

Restricted Account - Receipts & Payments (Restricted Funds)
For the year ended 31 December 2022

		2022		2021	
		£	£	£	£
Receipts					
Voluntary income					
	Donation - Biulding & Fabric/Lady Chapel roof	5000		0	
	Donations - Project Aurora	0		430	
	Donations - Flower Fund	431		287	
	Donations - HOPE work	30		95	
	Stay & Play grant	75		0	
	Income Tax recovered on Flower Gift Aided donations	0		7	
	Income Tax recovered on Aurora Gift Aided donations	0		107	
	Income Tax recovered on HOPE Gift Aided donations	22	5,558	56	982
Church activities					
	Fees - Organ fund	735		385	
	Fees - Flower fund	1,800	2,535	905	1,290
Activities for generating funds					
	HOPE committee events	1,385		1,364	
	Project Aurora fundraising events	0		146	
	200 Club fundraising - for Aurora Project	0	1,385	727	2,237
Income from investments					
	Bank interest		25		2
	TOTAL RECEIPTS		9,503		4,511
Payments					
Church Activities					
	Friends of St.James' - Stonework repairs	0		702	
	Flower Fund - cost of flowers etc	1,620		1,367	
	Organ Fund - organ tuning & repairs	180		0	
	Organ Fund - humidifier servicing & repairs	520		471	
	Stay & Play costs	51		0	
	Project Aurora - Lights & AVC	0	2,371	22,324	24,864
Fund-raising trading costs					
	Project Aurora - fundraising costs	0	0	0	0
Charitable Activities					
	HOPE - payments to mission partners & charities (See note 10 for details)		1,471		1,427
	TOTAL PAYMENTS		3,842		26,291
Excess (-Shortfall) Receipts over Payments			5,661		-21,780
Bank account as at 1 January 2022 / 2021			8,490		30,270
Transfer to General fund towards Organ repairs			-5,031		0
Bank account as at 31 December 2022 / 2021	(Note 11)		**9,120**		**8,490**

West End P.C.C of St.James'

200 Club - Receipts and Payments Account (Designated funds) (see note 12)
For the year ended 31 December 2022

		2022		2021	
Receipts		£	£	£	£
Church activities					
200 Club monthly subscriptions			1,540		1,620
Voluntary income					
Bank compensation			0		50
Total Receipts			1,540		1,670
Payments					
Church activities					
Monthly cash prizes		616		648	
Surplus to Aurora fund	See note 12 C	0		727	
Surplus to General fund	See note 12 C	924	1,540	295	1,670
Total Payments			1,540		1,670
Excess(-shortfall) Receipts over Payments			0		0
Bank Account as at 1 January 2022 / 2021			0		0
Bank Account as at 31 December 2022 / 2021			**0**		**0**

West End PCC of St.James'

Fees Account - Receipts and Payments (Restricted Funds) (see note 12)
For the year ended 31 December 2022

		2022 £	2021 £
Receipts			
Church activities			
Winchester Diocesan Board of Finance (Priest Fees)		5,625	3,900
Priests Travel fees		180	170
Marriage document delivery fees		90	50
PCC Fees - General		6,532	3,460
PCC Fees - Heating		690	360
PCC Fees - Video/zoom/service sheets		297	88
Wedding deposits collected		9,522	3,282
PCC Fees - Organ Fund		735	385
PCC Fees - Flower Fund		1,800	905
Organist Fees		2,731	1,131
Verger Fees		920	560
TOTAL RECEIPTS		29,122	14,291
Payments			
Church activities			
Winchester Diocesan Board of Finance (Priest Fees)		5,625	3,900
Priests Travel fees		180	170
Marriage document delivery fees		90	50
PCC Fees - General	See note 12 C	6,532	3,460
PCC Fees - Heating	See note 12 C	690	360
PCC Fees - Video/zoom/service sheets	See note 12 C	297	88
PCC Fees - Organ fund	See note 12 C	735	385
PCC Fees - Flower Fund	See note 12 C	1800	905
Organist Fees		2,731	1,131
Verger Fees		920	560
Wedding deposits redeemed		10,372	4,375
Cancelled wedding deposits trf to PCC		80	120
TOTAL PAYMENTS		30,052	15,504
Excess (-Shortfall) Receipts over payments		-930	-1,213
Bank account as at 1 January 2022 / 2021		1,720	2,933
Bank account as at 31 December 2022 / 2021		790	1,720

West End PCC of St.James'

Analysis of Non Monetary Assets 31/12/22

General Account			
HMRC Charities -Tax recoverable on Gift aided donations - 4th quarter 2022	649.10	(see attached)	Received 19/1/23
Hall Account			
2022 hire invoices:-			
Invoice 22/038 dated 07/12/22 - Matt Fiddes Martial Arts	80.00	(see attached)	Received 21/2/23
Invoice 22/040 dated 27/12/22 - Matt Fiddes Martial Arts	48.00	(see attached)	Received 21/2/23
	777.10		
Total Non Monetary Assets as at 31/12/22	**777.10**		

Analysis of Liabilties 31/12/22

General Account	
Independent Examiners Ltd - Fee for 2022 review	600.00
	600.00
Hall Account	
Church hall letting deposit - Paula Medway/Zumba - paid 7/6/14	50.00
	50.00
Restricted Account	
Balance of HOPE Committee fundraising to be paid 2023	559.41
	559.41
Fees account	
Advance Wedding Deposits 2023-2024	790.00
	790.00
Total Liabilties as at 31/12/22	**1,999.41**

West End PCC of St.James' - Notes to the financial statements

For the year ended 31 December 2022

1. Accounting Policies

The Financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards. In preparing the financial statements the PCC follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015).

The financial statements have been prepared under the historical cost basis of accounting in accordance with the Charities Act 2011 and in accordance with applicable accounting standards, except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Basis of Accounting

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners and they meet the appropriate legal requirrments.

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not normally invest separately for each fund.

Incoming resources

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The Diocesan CMF (Common Mission Fund) (formerly known as parish share) is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognized when it incurred and is accounted for gross.

Statement of Assets and Liabilities

The following assets are recognized but not necessarily valued in the Statement of Assets and Liabilities:-

Consecrated and beneficed property is excluded from the accounts by s.10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property and listed in the church's inventory, which can be inspected (at any reasonable time). All expenditure incurred during the year on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1,000.

The following assets are recognized and a monetary value given as part of the description in the Statement of Assets and Liabilites:-

Amounts owing from HMRC (Her Majesty's Revenue & Customs) where a formal claim has been made.

Any other amounts owing to the PCC including Church Hall lettings and insurance claims.

Legacies where formal notification of entitlement and amount has been received at 31 December by the PCC.

Closing bank balances as shown in the receipts and payment accounts.

The following liabilities are recognized in the Statement of Assets and Liabilities:-

Any loans or overdrafts advanced to the PCC.

Creditors for goods and services where the supply has been received but not invoiced by 31 December.

Payments due to Mission partners/Charities where fundraising events have taken place as part of the current yearly projects but not yet paid out to the missions/charities.

Fees for Pastoral services conducted (Marriages and Funerals) but not yet paid out.

Advance Marriage fees collected for payment out in the next financial year.

2. Church Activities - Trading

	2022	2021
Mar Thoma hire of church	£ 800	£ 340
Election hire of church	£ 0	£ 160
Hire of church for concerts	£ 490	£ 0
Votives	£ 278	£ 63
Lent book sales	£ 61	£ 35
Traidcraft commission	£ 0	£ 15
Sale of goods	£ 160	£ 33
Total	**£ 1,789**	**£ 646**

3. Diocesan CMF (Common Mission Fund) (formerly Parish Share)

The 2022 CMF request of £ 52,965.71 was paid in full. There was a decrease of £ 5,104.04 compared to 2021. St.James' PCC made an additional voluntary payment of £ 2,000.00. So the total CMF payment for 2022 was £ 54,965.71. For 2022 the CMF was again calculated at Deanery level under a system which takes into account the Church Membership of a parish and the Affluence category of the parish (for St.James' category C - evenly to unfavourably placed).

4. Payments to PCC Members

The following payments have been made to PCC members or related parties during the year:-

Revd. L.Galvin	£ 514	for expenses of office	(£ 324 in 2021)
Mrs.Kate Badcock	£ 3,276	for Parish Administrator role	(£ 3,182 in 2021)
Mrs.Kate Badcock	£ 504	for Parish Magazine support role	(£ 489 in 2020)

No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties. No material transaction took place between the PCC and a PCC member or any person connected to them.

5. Church Running Expenses – Gas & Electricity

	2022	2021
Gas	£ 3,032	£ 2,294
Electricity	£ 2,486	£ 1,622
Total	**£ 5,518**	**£ 3,916**

6. Support Costs – Administration & Stationery

	2022	2021
Stationery/Printer ink	£ 118	£ 186
Zoom licence	£ 106	£ 0
Gift Aid envelopes	£ 93	£ 0
Microsoft licence	£ 80	£ 0
Postage	£ 11	£ 0
Other	£ 7	£ 0
Dropbox	£ 96	£ 96
Website domain	£ 0	£ 26
Wifi	£ 324	£ 69
Gratuity/gifts	£ 36	£ 0
Archive boxes	£ 0	£ 45
Data Protection fee (ICO)	£ 35	£ 35
Total	**£ 906**	**£ 457**

7. Fundraising trading costs

	2022	2021
Table top sale refreshment costs	£ 0	£ 70
Barbeque gas	£ 0	£ 10
Christmas Market	£ 72	£ 0
Jubilee event costs	£ 760	£ 0
Lottery licence for 200 Club	£ 20	£ 0
Christmas Tree Festival	£ 1,083	£ 0
Total	**£ 1,935**	**£ 80**

8. Church Hall Sundry costs

	2022	2021
Fridge repairs	£ 84	£ 0
Sanitary bins	£ 39	£ 78
Dishwasher servicing	£ 103	£ 0
Total	**£ 226**	**£ 78**

9. Church Hall building repairs & maintenance

	2022	2021
Light bulbs	£ 0	£ 27
Heating servicing/repairs	£ 100	£ 237
Paint	£ 0	£ 70
Electrical repairs	£ 0	£ 802
Cistern repairs	£ 0	£ 104
Light fitting replacement	£ 102	£ 0
Shed cladding	£ 69	£ 0
Roof repairs/replace ridge tiles	£ 0	£ 275
Total	**£ 271**	**£ 1,515**

10. Analysis of payments made to Missions partners and Charities from Restricted funds

	2022		2021
Kitchen Table Charities Trust	£ 300		£ 0
The Society of St.James'	£ 105		£ 89
Mission to Seafarers	£ 105		£ 89
Wessex Countess Mountbatten House	£ 105		£ 88
Rainbow Trust	£ 0		£ 50
Kings community church - food bank	£ 0		£ 120
Medicins sans Frontiers	£ 0		£ 100
Fine Cell Work	£ 300		£ 100
Solent MIND (Lent appeal)	£ 0		£ 546
Southampton Womens Refuge	£ 0		£ 50
Eastleigh Young Carers	£ 0		£ 50
Revitalise	£ 0		£ 50
Christian Aid	£ 0		£ 95
Hampshire & IOW Air Ambulance	£ 50		£ 0
Wessex Cancer Trust	£ 50		£ 0
West End Youth Clubs	£ 100		£ 0
Wateraid (Lent appeal)	£ 256		£ 0
Yellow Door	£ 50		£ 0
Southampton City Mission	£ 50		£ 0
Total	**£ 1,471**	**Total**	**£ 1,427**

In addition to the above monies raised, during 2022 St.James' paid directly into the bank account of The Children's Society £ 928.50 collected at our 2022 Christingle services and £ 165.44 from the Children's Society home boxes. Also during 2022 £ 1313.05 was banked into the Christian Aid bank account, being £ 216.00 from the Christian Aid lunch and £ 1097.05 from donation envelopes in church.
The funds collected and payments made from the 2022 Charity Christmas card (£363.70) will be shown in the 2023 accounts.

11. Analysis of Restricted Account balance

Balance by fund:-	2022	2021
Building & Fabric	£ 5,008	£ 2,924
Friends of St.James'	£ 0	£ 2,091
Flower Fund	£ 1,169	£ 558
Missions/HOPE	£ 559	£ 593
Music Fund	£ 519	£ 519
Organ Fund	£ 1,841	£ 1,805
Stay & Play	£ 24	£ 0
Total	**£ 9,120**	**£ 8,490**

12. Consolidation adjustment: Fees account & 200 Club account (Restricted funds)

The Fees account is specifically used to record the collection of fees due for marriages and funerals and other occasional offices. The receipts are collected into this account and then payments made to the various recipients of these fees. This account is also used to record deposits taken for future marriage bookings. The PCC's portion of these fees are then transferred into the relevant account (see general and restricted accounts). In order to avoid the reporting of income and expenditure twice, an adjustment column has been added to the Statement of Financial Activities (SOFA) to adjust for this. In 2022 this equated to £ 10,054. The 200 Club surplus of £ 924 was also transferred into the General Fund, giving a total adjustment of £ 10,978. These items are indicated by a C on the receipts and payments accounts for the Fees account and the 200 Club account.

Vicar's report and reports from Churchwardens and other organisations associated with St James

(Please note that any accounts mentioned hereafter do not form part of the audited accounts)

VICAR'S REPORT

I was once given some wise advice about starting in a new parish as the vicar. Think of the parish as a garden I was told and don't make any changes in the first year, as you never know what beautiful flowers are hidden that will blossom later on. This year, at last, we emerged from the covid pandemic, and I got to appreciate some more of the beautiful blooms at St James. There was no West End Carnival, but the famous St James BBQ was part of the Queen's Platinum Jubilee Celebrations on Hatch Grange in June and in December we were able to hold the much-enjoyed Christmas Tree Festival with 34 Christmas Trees decorated by church and community groups. Both events were a brilliant opportunity to work with the wider community. In September Queen Elizabeth II died aged 96 and we opened the church daily during the period of national mourning for people to visit to pray, light a candle and write in the book of condolences and we held a very well attended commemoration service in church to enable the community to come together to grieve.

Bishop Geoff Annas preached the Triduum in Holy Week and baptised and confirmed 4 candidates at the Easter Vigil service which was a joy. Confirmation classes were followed up with the brilliant Holy Habits course by Andrew Roberts. As we emerged from the pandemic, we continued to be cautious, keeping covid measures in place, and not planning too far ahead. We found times to reconnect as a church family with a bring and share lunch after our Annual Meeting in May and a Songs of Praise service and tea in early September.

After the isolation and trauma of the pandemic we continued to focus on pastoral care and the Pastoral Team, ably led by Carol Kidd, met bi-monthly over the year for training, Bible study and to support each other. Carol has also developed her Anna Chaplain role over the year and made connections with a number of older folk in the local community.

Feeling God calling us to connect with the schools in our parish we explored setting up an 'Open the Book' Team. This led us to a partnership with Southampton City Mission which has been fruitful. We support them with their schools work in Harefield Primary School and Townhill Junior School. Rev'd Linda now has an increased chaplaincy role of two days a week in our church school which has been invaluable to them.

This year we were blessed to make two excellent appointments to lead our music in the church: Chris Fay as our new Choir Director and Organist and Anita So as our Church Alive Music Leader. We took the opportunity God was giving us in Chris' appointment and in the gift of two legacies (given by previous Music Director, Martin Hall and choir members, Pat and Mike Raynor), to introduce a music project in our church school. Chris has been leading a weekly 'Songs of Praise' collective worship with support from Rev'd Linda and I, to encourage singing and help the children understand and appreciate Christian hymns and songs. We hope this is a blessing to the school and will encourage a love of church music in the children. The rest of the legacy money went towards repairs to the swell organ.

Life has felt fragile as we adjusted back to more normality post pandemic and being rooted in our worshipping life as a church family has been central. Thank you to everyone who has generously given their gifts and time to our church life over the year. There are so many of you, but particular thanks to the Ministry Team, Rev'd Linda Galvin, Carol Kidd and Alan Jenkins, the Church Wardens, Scott Langridge, Diana Barnes and Noel Beckett, our Treasurer David Forster, our PCC Secretary Sue Overell and our Children's Work Lead and Church Hall Manager Jan Barrett. This year several parishioners' earthly pilgrimages came to an end. We remember with love Gerry Plant, Pat Halifax, Trevor Wilmshurst and Doug Brown. Rest eternal grant unto them O Lord and let light perpetual shine upon them.

Revd Vicky Maunder

CHURCHWARDEN'S REPORT ON THE FABRIC AND FURNISHINGS OF THE CHURCH

We were all busy in the Spring, with members of the congregation pitching in to help with cleaning the church in March, and tidying the grounds in May. Many hands really do make light work, and we were also thankful for the team who brought out refreshments for the workers. We are very grateful to those who have supported the upkeep of the church grounds and building throughout the year, including those who regularly clean the building, mow the lawns and make safe the pathways and car park in the winter, removing the leaves.

A more permanent improvement was the artificial grass laid at the rear of the hall, where the Stay and Play children might go outside in good weather.

The Taizé cross was hung in the Lady Chapel in place of the Picture of the Last Supper, which has temporarily been moved to the Sanctuary.

Noel, our Assistant Churchwarden, has responsibility for the building, and Scott and Diana are very grateful for his expertise and knowledge. Technical improvements include a Virgin Media fibre optic cable being installed in the Vestry, and tuning and servicing for the organ (before the planned refurbishment in 2023). Inspections and servicing have ensured that our fire extinguishers, central heating, audio visual system and all electrical equipment are working well and safe to use. Gutters, including hidden gullies, and drains are cleared carefully to ensure that rain runs smoothly off our buildings.

We now have a new Health & Safety Officer, Martin Hollingsworth, who has set about the task of checking our property and activities with great enthusiasm.

Thanks to an anonymous donor, we now have a splendid new Noticeboard on the path side of the hedge, so it's a lot easier to read, without having to lean over the prickly hedge. Four locking windows for posters enable us to keep our parish information interesting and up-to-date.

Diana Barnes / Scott Langridge / Noel Becket

CHURCHES TOGETHER

During the year the CT HEWEB group of 14 churches met 6 times to encourage, inspire and pray as one church together. Throughout the year of 2022 there was a great variety of serving our local communities and celebrating connecting with the local communities around the Churches through:

Regular weekly and mid-week services of the word and Eucharist;

Festival services for Easter, Pentecost, Birth of Jesus at Christmas;

Holding Advent and Lent preparation and introspection seasons.

Thy Kingdom Come prayer times in preparation for Pentecost.

Christian Unity and Persecuted Church focus services.

Building new ways for the future and re-connecting in worship after and with Covid; Serving local neighbours through Tea Parties with the aim of forming Street Associations; Coffee mornings, Safe Warm Spaces, Anna chaplaincy.

School chaplaincy; Schools ministry with SCM and Open Book, provision of Summer Lunches for school children in Hedge End. Youth clubs, café; Messy and Children's Church, Tree Trails, Creative Worship spaces.

Supporting Syrian and Ukrainian refugee families. Families from Hong Kong and Afghanistan.

Connecting as Borough Church at Eastleigh Parish Church, as the 5 Borough Council Church Together areas. Roof Top Encounter prayers for the whole Borough.

We give thanks to our Lord for the coming together and gathering as one in Christ in so many ways; worship and prayer, study and service.

Giving thanks to all leaders and friends meeting bi-monthly throughout the year.

Many thanks to Sash Vale for maintaining and updating published details through the Facebook page for Churches Together in Hedge End, West End and Botley and through the web page www.hewebchurches.co.uk

Jane Castle

DEANERY SYNOD REPORT

Elected Members: Carol Kidd, Matthew Thomson and Geoff Holden

Linda Galvin is the Deanery Synod Secretary

Three meetings of the Synod took place in 2022 at Fair Oak, Netley Abbey and Boyatt Wood, thankfully all of them in person.

At the first meeting, Chris Hill, Mission Trainer, Winchester Diocese spoke about his work which involves training lay and ordained people in all aspects of mission and ministerial development. There are good opportunities available within the Diocese if anyone wants to undertake such training. Discussion also took place about the approach the Deanery should follow in order to achieve its required financial contribution to the Diocesan Common Mission Fund. There are considerable differences in ability to raise the necessary funds between the parishes in the Deanery even after affluence allowances are taken into account.

At the second meeting, members reported on how their churches were progressing in meeting the requirements for Ecochurch awards. It was felt that assistance from the Diocesan Environmental Group would be useful. The Area Dean, Richard Wise, reported on progress being made to sort out organisational problems at Diocesan level in the absence of a Bishop.

At the third meeting, Martin and Gina Graham gave a presentation on the "As One" project which aims to form street associations to increase social interactions between neighbours. There was a discussion on how parishes could work together more. It was also reported that the Diocese in future would be ecumenically linked with the Democratic Republic of Congo rather than Uganda as had been the case previously. Details still had to be worked out.

[As a later update, Eastleigh Deanery met 97.4% of its 2022 financial obligation to Diocesan Funds, considerably higher than the average.]

Geoff Holden
On behalf of St James' Deanery Synod representatives

ECO GROUP REPORT

For some time, we have been re-using paper, and using and selling Fairtrade products, but we have made quite a lot of progress in the past year. The Flower Team has found a sustainable alternative to plastic 'oasis', or they use chicken wire, for flower arranging; our cleaning materials are sustainable where possible, and we have all become much more conscious of what we're using and how to improve.

We were still not sure if we had made enough progress to become an Eco-church, so we were surprised and delighted to be given a Bronze Award! We had to complete a Survey on 5 topics, and here are our scores:

Worship & Teaching: GOLD,

Buildings: Silver,

Land: Silver,

Community & Global Engagement: Bronze,

Lifestyle: Bronze.

So, there are a lot of areas in which we're doing well, but there is plenty of room for improvement, and it shouldn't be too difficult to move up to a Silver Award. Perhaps we could hold some events that include the community in recycling etc. The group will be meeting in the summer, and will be considering ideas both for how the church is run and improving our individual lifestyles in terms of saving energy and reducing our carbon footprint. If anyone would like to run an event, or to join the small team working on making our church and its people more ecologically aware, you would be most welcome.

Diana Barnes

FLOWER ARRANGERS' REPORT

Looking back on another year now over; it was certainly quite a year. 2022 started slowly, with pedestal arrangements going back into church after Christmas, a spring clean of the south porch and the two flower sheds having a sort out. A wedding preparation morning was held in February, when we discussed with couples getting married the flowers and pew-ends they might like, showing photo examples. We have been badly hit by the fact that the actual cost of flowers rose over the previous year by 30% due to various factors, after-effects of both Covid and Brexit. This meant we had to look more closely at the types of blooms we used and the quantities. With March upon us and discussions about what we could do for Easter in April; we decided to fill wooden crates with foliage and flowers for the window sills; the choir stalls featured jam jars inside of containers, all of which helped with the cost. April saw our first wedding, with a further twelve weddings from May until November - a busy time. In June, to celebrate the Queen's Platinum Jubilee, we made plans for a celebration of wedding dresses featuring flower arrangements through the seven decades of Her Majesty's reign. The response was amazing! We were hoping for at least one dress per decade, but ended up with twenty-six dresses, many of which had been worn at weddings at St James', and the community were so enthusiastic we also had a display of photographs of all the weddings of those who sadly no longer had their dresses. Along with the flower arrangements through the decades, there were mounted photographs and crowns made of flowers; the church and flower team certainly celebrated the Queens Platinum Jubilee in style. In July we held our Patronal Festival for St James, with the pedestals featuring blue and white arrangements with scallop shells. Weddings continued through the summer and then September was upon us, and our attention was drawn to an article in the Church Times about sustainable church flowers, the use of "oasis" floral foam and the carbon footprint of flowers. This got the flower team thinking that we should do something, so for Harvest we decided to not use floral foam anymore; a big step but as usual we are always up for the challenge.
After a few small teething problems, we succeeded and have not looked back. This was not only saving on the cost of oasis which had increased to £14.00 a box but helping in a small way slowing the damage that is being done to our planet. We are now working towards being Sustainable Church flower Ambassadors.

At Harvest the church looked beautiful with pedestals arranged with no oasis and choir stalls, window sills using foliage from everyone's gardens, dahlias from the local allotment holders and flowers purchased or grown locally where possible. We used wheatsheaves and had a display of pumpkins, gourds and vegetables and on the back font knitted scarecrows and pumpkins creating a great attraction for the children. Weddings continued into October and planning was in full swing for the long-awaited Christmas

tree festival (postponed from 2020 due to Covid). Poppy arrangements were in church in November for Remembrance and we also did some arrangements in the churchyard for those lost in the war in Ukraine. Then Christmas, with Christmas trees everywhere, pedestal arrangements, arches inside church and outside, window sills and choir stalls all decorated the end to 2022. Perfect!

Lyn Spratt

HOPE COMMITTEE ANNUAL REPORT

H HOME
O OVERSEAS
P PARTNERSHIP
E EDUCATION

After a difficult two years of remote fundraising, HOPE were very pleased to get back to enjoying social gatherings again.

Unfortunately, we had to cancel a planned Brunch in February and Discovery Trail in April but the Barbecue and Treasure Hunt in July was well attended. We were very grateful to our team of volunteers who cooked the food and organised the treasure hunt which raised £229.10 for our charities. In October our traditional Harvest Lunch buffet raised £379.

We were able to raise awareness for Fair Trade Fortnight and sold Fairtrade produce in church. The Christian Aid Lunch and donations through envelopes in church raised £1,313.05.

Mothering Sunday Teas in a Bag raised £128.50 and we were able to send £256.04 to Wateraid through the Lent Appeal.

Our Charity Christmas Card raised £363.70 and the proceeds were distributed to our named charities, Society of St James, Countess Mountbatten House and Mission to Seafarers. Donations to the Christingle Services and charity boxes raised £928.50 for the Children's Society.

We endeavour to donate Pots of HOPE to local charities and gave £50 pots to Hampshire Air Ambulance, Wessex Cancer Trust and West End Youth Clubs in West End village and Townhill Park.

We were able to send £150 to each of our main charities Kitchen Table Charities Trust and Fine Cell Work.

Thank you to everyone who has supported us and we look forward to 2023 and hopefully many more opportunities to raise funds and awareness for charities both at home and overseas.

Fiona Weston

MUSIC REPORTS

Choir and Organ

I was appointed Organist and Choir Director in May 2022, but I already had a good idea as to what the job entailed since I had been helping out since January that year – taking choir rehearsals and playing for the occasional service. I was unavailable in late March and early April, but thanks to some talented deputies, the Holy Week and Easter services were ably led by choir and organ.

The choir's mainstays are the 09:30 Sunday morning service and Evensong on the first and third Sundays of the month. For most of 2022 we were still operating under Covid conditions, with socially distanced rehearsals and services, but thankfully we have recently returned to normal, which has meant that we rehearse far more comfortably and confidently. We have gradually added more choir items into the morning service, and hope that these are an enhancement to the worship. The small group of Evensong singers does a fine job in leading that service with its challenges of responses, psalms and canticles.

We have also got out and about, performing the Jubilee song at the beacon lighting in June, the Royal School of Church Music Festival in October, the Remembrance Service in November, and the Christmas lights switch-on in December. In addition, we had a busy December, preparing music for the Advent and Christmas carol services at church.

When I started at St James's it was painfully obvious that the organ was in need of some TLC, as half of it wasn't functioning properly and some strange sounds were coming from it. A focus for the second half of the year was to fund-raise in order to get it fixed, and with a contract awarded to a local firm, the work was duly completed in early 2023. The organ, which is a fine instrument, is now back to full power and was rededicated at a joyous and well attended event in February. I hope you enjoy hearing the instrument put through its paces every week. I certainly enjoy playing it, so thanks to those who donated.

We are blessed to have a choir of talented and loyal singers who enhance the worship so effectively. As with all choirs, we are always on the lookout for new members, so if you'd like to join us, please get in touch. We rehearse on Tuesdays at 1930 for an hour.

Chris Fay

Church Alive Music

This is the first year I have joined the Church Alive Music Group. It is a very warm and musical place here. I have enjoyed immensely playing with this ensemble group. The 6 valued members now playing together are Debbie Thomson (singer and guitarist), Matthew Thomson (singer), Diana Barnes (singer), Mary Blake (trumpeter), William Saunders (harmonica player) and Jon Bagley (guitarist) and I play the piano. We shared traditional as well as modern hymns, most of which relate to the selected theme of the service. We encourage children and adults to join with their musical instruments, the best opportunity to bond musically in Christ.

Hope to see more people engaging with us.

Anita So

PALS (Parishioners at Lunch on Sundays)

In 2022 for some summer months our meetings were skipped due to bank holidays etc, with several regular participants having other commitments and numbers not warranting a booking. The previous year we began to feel a little less welcome in the Master Builder, and had migrated to the Southampton Arms. However, towards the end of the year, again we felt it was time to 'move on'. So, in the early part of the year, we tried the Glasshouse Restaurant at In Excess, Fair Oak as Rita and one or two others liked the 'conservatory' area which was airy and very pleasant, the food good and prices very reasonable. Unfortunately, when we arrived as a group, the weather was cold so the staff had kindly reserved a table inside for us where it was warm. It was all laid out with a 'cloth' (paper – but made us feel special) – they allowed us to order separately but our meals were brought to the table together, with excellent service. The food was good and less than we had been paying so we patronised the Glasshouse on several occasions. Unfortunately, towards the end of the year, it seemed the chef had changed and the quality of the food not as good as it had been and for the last meeting of 2022 we tried the Dolphin Inn at Botley. Although more expensive than previous venues, the food and service were excellent and for the start of 2023 we have continued to patronise the Dolphin. Number-wise, we seem to have settled on a regular 8 or so with another 4 coming when they could.

The group was originally started for those parishioners who were going to be home alone for Sunday lunch and didn't want to go out on their own to a carvery or restaurant. I am aware that since our start in 2018 we have had many newcomers to St James and wonder if they are aware of the PALS (Parishioners At Lunch on Sundays) group and perhaps would like to join us. There's no commitment, cost or anything else involved other than wanting to 'go out for lunch' occasionally, with company. (You don't have to come every time!) We usually try to meet on 4th Sunday, leaving the church car park about 12:25 to arrive at a venue for around 12:40 to eat about 1pm. We can normally arrange lifts for those without cars, but some people

prefer to travel independently. If you'd like to join us just let Rita have your email address (if possible) and you'll get a reminder about a couple of weeks beforehand (though sometimes I forget and it's a little shorter notice!).

Rita Payne

PASTORAL TEAM REPORT 2022

St James' West End Pastoral Team members during 2022-202 were:
Carol Kidd, Brenda Holden, Betty Wood, Enid Plowman, Janet Barrett, Linda Playford, Peter Littlejohns, Maura Knights, Debbie O'Brien & Margaret Ball.

The team supported Revds Vicky & Linda in a wide variety of ways:

- Phone or face-face visits with members of the congregation suffering from ill-health or experiencing difficult circumstances, unable to attend worship in person & feeling isolated, anxious, or lonely.
- Several pastoral workers hold the Bishop's Certificate required for taking Home Communion to the sick in their own homes or residential nursing care.
- Brenda, Carol & Peter prepare and lead regular Care Home & sheltered housing services. Other team members provide much appreciated support.
- Jan, Betty & Lyn are baptism visitors & have received specific training.
- Carol provides funeral ministry as requested; with the team supporting at the annual "All Souls" & organising the "Special Lives" services.
- Christmas & Easter cards are distributed to all on the pastoral visit list; plus, individual cards at significant times & anniversaries throughout the year.
- The St James' Community Coffee Morning was launched January 2022: an informal, drop-in for people of any age from this parish or beyond. It is held on the 'second' Friday morning of each month & provides an opportunity for anyone to pop in & enjoy a cuppa, cake & chat!

Five pastoral team meetings were held in 2022 & included training & updating, reflecting on our pastoral ministry, supporting each other & also sharing in prayer & Bible study.
All team members agree to abide by safer recruitment guidelines, have clear DBS certificates & complete safeguarding modules as directed by Winchester Diocese.
Depending on the situation, visits can be in the person's own home, in nursing or care home, hospital or hospice, at church or at a mutually agreed parish venue.
If you feel called to explore being a part of this essential ministry Vicky, myself or Brenda can guide & advise you. Please note you can request a phone call or visit from a team member by contacting:
07842244876 / stjameswe.pastoral@gmail.com

Anna Chaplaincy: additional to the above parish pastoral work, since 2021 I am a commissioned volunteer Anna Chaplain for older persons of Harefield & West End.
An interdenominational, community-based approach to ministry for older people, Anna Chaplaincy is part of The Bible Reading Fellowship (BRF), providing spiritual support to older persons of all faiths & none.
Referrals come from the BRF, from individuals or members of their families, as well as from other professionals e.g., Admiral Nurses or the local Care Navigators & the Southampton Carraway charity.
Would you like to help me in my ministry? Please get in touch if you would be interested in training as an Anna Friend. To find out more about Anna Chaplains & Anna Friends: https://www.annachaplaincy.org.uk/

Carol Kidd
LLM / Anna Chaplain / Pastoral Team Coordinator

CHILDREN'S AND YOUTH WORK

At St James' we continue to provide a range of opportunities for children to engage with the church.

On Sundays we provide two sessions for children; at 9.30 we have a traditional Sunday school style group in the hall in which we retell the story that corresponds with what is happening in church and use activities and crafts to help us understand it. During the more informal 11am Church Alive service we offer a break-out session to explore the meaning of the story of the day, usually through activity or craft. Once a month we offer an activity morning on a Saturday, over 2022 these have had a variety of themes, including Harvest, Christmas, Candlemas, All Saints plus many more. These mornings attract all ages; it is a lovely opportunity for children and adults to spend time together.

We continue to provide the tree trail in the church grounds as an outreach tool, it continues to be popular and we have received positive feedback from people that use it. Each month the trail has a different theme which has included Christmas Traditions, The Tell Me Tree, Recycling, Easter….

A new initiative that started in the last year has been for a group of us to join with and support Southampton City Mission on their school days, involving us going into a school with them to support them as they lead various days of exploring the Christian faith, they deliver Assemblies, Question of Faith days, Transition support days, Grow Communities and CAP Money Kids. These days are always rewarding and a chance to plant seeds of faith. We recently had a child come to an activity morning who had experienced a Question of Faith day and wanted to find out more with her mum. (Please see below under Schools Team Report for more details).

Unfortunately we are not able to run our youth group at the moment, which is disappointing but it is something we continue to pray for and we hope that an opportunity to start up again will not be too far away.

Thank you to everyone who supports our children's work; we are truly blessed to have such a great team.

Jan Barrett

SCHOOLS TEAM REPORT

In 2022 Revd Vicky, through Churches Together, made contact with Southampton City Mission. They run a food and clothing bank and also liaise with schools all over Southampton, to take Christianity into schools. They work with the schools as part of the curriculum for religious education and invite local churches within the schools' catchment areas to help with volunteers. A small team from St James' went to a meeting on 8th September at Waltham Chase Methodist Church to meet with other church volunteers from all over Southampton, some who had been involved before and some new, (which included us), so we could see how things worked and the plan for the year ahead. There are certain assemblies like Harvest where we are in school for a just few hours, explaining faith to the chldren through a Bible story, some activities and dressing up. Then there are Question of Faith Days, where we are in school all day, again this is part of the curriculum, usually one a month, again based around a bible story with activities and sometimes a short film and dressing up. During 2022 we have been involved in:

2 Harvest Assemblies, 2 Question of faith days, 1 day in October called "Ideas about God", and in November a "Nativity Journey".

A further 6 Question of Faith Days have been booked for 2023 taking us up to June with further dates for the rest of the year following after a mid-year meeting. The two schools we are involved with are Harefield Primary School and Townhill Junior School both in our parish. As volunteers we are so pleased to be able to help the Southampton City Mission Team and interact with the children from the local area; in some cases following these events the children have attended St James activity mornings and Christingle services.

We look forward to another positive year.

Lyn Spratt

STAY AND PLAY

We have had a very successful year with our Stay and Play "wiggle and stretch" parent and toddler group. Over the year our numbers have grown and we regularly now get over 18 families attending every week. The children and adults enjoy a time of free play and activities in a safe setting with a healthy snack time followed by a short story and singing. We are charging £1.50 per family and this covers activities/ resources and healthy snacks. Any small profits are given to the church on a monthly basis. Our aim is to offer a nurturing Christian environment for children to develop friendships and social skills and to give adults an opportunity to talk and communicate / support each other.
I am able to lead the group with the assistance of my fantastic helpers : Sally, Lyn, Maura and Chris, and I am so grateful to them for their help in making the group work so well.

Penny Beeby (Stay and Play leader) and Team

SAFEGUARDING REPORT

During 2022-2023 DBS applications have been processed for persons beginning in roles where a current clear DBS is mandatory. Please note that Winchester Diocese now require that DBS certificates are renewed via a fresh application every 3 years for persons continuing in such a role [previously this was a 5-year requirement].

All holders of a DBS for paid or volunteer work on behalf of St James' West End have been advised that it is necessary to complete safeguarding training, this is provided via the CofE National Safeguarding Training Portal.

The National Church and Diocese have strict guidelines for Safer Recruitment; it is now necessary to report evidence of compliance on the St James' Church Safeguarding Dashboard which is viewable by the Diocesan Safeguarding Department. For several years these guidelines have been observed and implemented in this parish for paid employees. However, some elements of the process have been lacking, for example the requirement to gather references and hold written records of meetings held by the leadership team with new volunteers. Within my remit as PSO I have been advising the clergy on this matter for several years. I am therefore pleased to express my thanks to Revd Vicky Maunder and Caroline Wigley for their work in developing a pathway for recruitment which will ensure that anyone who is already in named role, and all new volunteers and employees, will in future be appropriately led correctly through the safer recruitment process. This will meet best safer recruitment practice and importantly make sure essential time is made for encouraging and supporting, listening to, and appraising, all who offer time and talents here at St James'.

Safeguarding Training is being constantly reviewed and updated by the CofE. There is a subsequent requirement for a higher number of persons involved in the life of the church to complete online modules. Thank you to all who have responded to my instructions and provided proof of undertaking and achieving a pass mark.

I will be continuing to advise and guide those yet to complete the necessary training, and am only too willing to offer support to all who, for whatever reason, do not feel able to access and follow the set online modules.

At the November 2022 meeting, the PCC approved and readopted the parish safeguarding policy and guidelines; these can be read via the church website where you will also find useful helplines and advice. Copies of the approved documents are also available on the church and hall noticeboards. All are advised to read these as safeguarding is everyone's responsibility

Carol Kidd
PCC Parish Safeguarding Officer

SAINT JAMES' SCHOOL CHAPLAINCY

Since starting to work two full days in school a lot is being achieved in our links between the church and local community. Regular meetings are held in the Parish Office and two visits by the children, one on a visit to see how the Parish Council were maintaining their green spaces and one to install a display concerning Global Neighbourhood. We were also pleased to welcome our PCC to a meeting on the school premises, when they were also given a tour of the school.

Within school the chaplaincy continues to offer support to pupils, staff and parents on an ad hoc basis as well as regularly engaging with classes. Two main tasks are carried out each week, namely planning the school's Collective Worship programme and training students to lead Child Led Collective Worship. Other work includes being involved in appropriate RE lessons and arranging outdoor Collective Worship each half term as well as being involved with the Christian Values Team (students who oversee events to enhance and promote Christian values within school). I am also co-running a lunchtime club with a member of staff called Quiet Space which includes Christian Mindfulness sessions.

Like church we are very eco conscious and have taken part in the Great Big Green Week and taken a group of children to visit the local allotments and we are looking forward to visiting and possibly working on the new church allotment.

The biggest project that we took part in last year was a link up with the Hopeweavers community to create 'Cathedral Windows' an art project set in the Outdoor Learning area which was open to the public over one weekend.

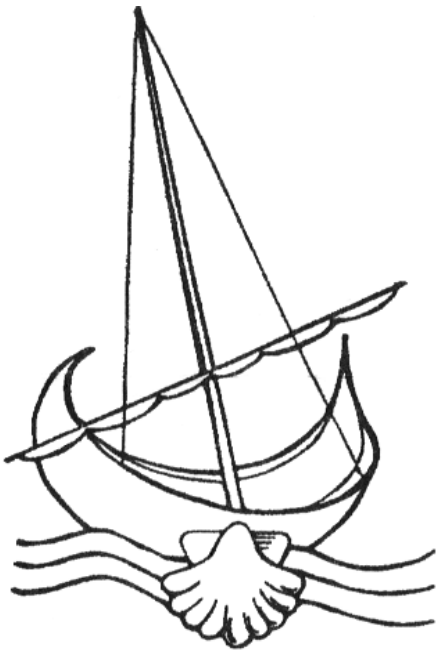
The joint music project between the school and our Musical Director is bearing a lot of fruit and is enjoyed by both the children and staff. It has made a great difference to the children singing during church class visits.

Revd Linda Galvin

THE PARAOCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST.JAMES' WEST END IN

England & Wales - Charity number 1132863

Accounts



The Parish Church of St James West End

Annual Report of the Parochial Church Council

for the year ended 31st December, 2021

To be presented at the annual Meeting of Parishioners and the Annual Parochial Church meeting

PARISH OF ST. JAMES', WEST END

Minutes of the Annual Meeting of Parishioners
held on Sunday 9th May 2021 at 6:00pm via Zoom

38 people attended the meeting

Annual Meeting of Parishioners

1. **Revd Vicky Maunder welcomed all the attendees and opened the meeting with a prayer.**

2. **Apologies** were received from Sally Redfearn, Margaret Baker, and Rachel Owton

3. **Minutes of the Annual Meeting of Parishioners held on Sunday 25th October 2020.**
   The minutes were agreed and signed as a true record.

4. **Election of Churchwardens for 2021-2022**

   Revd Vicky Maunder said that it had been rather a challenging year to be a churchwarden as the leadership team had to make so many decisions about how to do things and keep people safe with shifting goalposts throughout the year. She thanked Janet Barrett and Scott Langridge for their wisdom and commitment over the past year 2020 and said how they had been an invaluable help and support.

   Jan Barrett was stepping down as churchwarden having completed her maximum term of six years and Vicky thanked her for her service and all the gifts she had brought to the role. She had quietly and capably fulfilled her role with warmth, kindness as well as deep faith and dedication. Vicky asked those present to show their thanks and appreciation via a group wave. A gift had been delivered to Jan the previous day on behalf of the church family.

   Scott Langridge, standing again as churchwarden, was proposed by Diana Barnes and seconded by Jan Barrett.

   Diana Barnes was proposed by Scott Langridge, and seconded by Noel Becket.

   As no one else was standing they were both duly elected and appreciation was shown with a group wave.

5. **Assistant Churchwarden**

   Noel Becket had agreed on completion of his term as churchwarden a few years ago to continue to look after the church buildings and was given the title Buildings Officer. This role is unique to St James and is a great gift to both church and to the wardens as the tasks covered by Noel's role are the responsibilities of the churchwardens. He was thanked for the work that he does. The PCC had agreed that this role be renamed as Assistant Churchwarden, and Noel and the wardens will work more closely together going forward.

   Those attending the APCM were asked to support this and the agreement was unanimous.

   A prayer was said for all three churchwardens.

6. **There being no other business, the annual meeting of Parishioners was closed.**

Signed……V. Maunder…….. **Date**……8/5/22……..

PARISH OF ST. JAMES', WEST END

Minutes of the Annual Parochial Church Meeting
held on Sunday 9th May 2021 at 6:00pm via Zoom

Annual Parochial Church Meeting

1 Minutes of the Annual Parochial Church Meeting held on Sunday 25th October 2020

The minutes were unanimously accepted as correct and a true record.

2 Matters Arising. There were no matters arising.

3 The Electoral Roll: The Electoral Roll Officer, Margaret Baker, was unable to attend the meeting but had sent a report that the Electoral Roll currently stood at 136. There had been no deletions and 3 additions since the APCM in October. 33 of those on the roll live outside the Parish. Revd Vicky Maunder wished to record thanks to Margaret for her work as Electoral Roll office and also for her time spent managing the Church Hall.

4 Appointment of External Examiners: David Forster, in his role as Treasurer, proposed the re-appointment of the external examiners, Independent Examiners Ltd. They were now based at Bosham near Chichester and continue to be very efficient and do a fantastic job. This was seconded by Jill Marten and all were in favour.

5 Financial Statements of the Parochial Church Council for 2020: The accounts for the year 2020 were included in the Annual Report. David had written a brief review on page 12 and the financial statements in detail appeared from page 14 onwards. David explained that it had been quite a difficult year finance-wise but we had got through it and he thanked everyone for maintaining their levels of giving. Matthew Thomson asked if David could give the highlights of the year, as in were we better or worse off. David explained that we had a shortfall for 2020 of nearly -£8,000 as opposed to a small surplus in 2019 of £500. This was caused more by a lack of income from church activities (eg collections in church and at weddings and fundraising events), rather than expenditure. Everyone had maintained their planned giving throughout 2020 which was a great blessing. David explained that our charitable giving is mainly via the HOPE committee who hold fundraising events for their designated projects. Payments to mission partners and charities last year were just under £1,000 whereas in the previous year they had been £1,700. Our CMF (Parish Share) payments were up to date and on track. We had done very well in this respect compared to some parishes. There were no further questions.

Bethea Alexander proposed the accounts for 2019, Barbara McDowell seconded and all were in favour. David was thanked for all his work as Treasurer, particularly during what has been a very demanding year, with extra work caused by the pandemic on the furlough scheme among other things.

6 Annual Report:

The Report of the Proceedings of the Parochial Church Council was shown on pages 5 – 12 of the Annual Report. The PCC Secretary was thanked for her work. There were no questions.

The Vicar's Report and Reports from Churchwardens and other organisations were detailed from page 27 of the Annual Report onward and Vicky mentioned that the document itself was only a couple of pages shorter than usual, despite not having had so many events to include. The report

told the story of how we had had to "do church in a new way" in 2020. It had been a very challenging year for the world with such a huge loss of life and other losses in so many ways, with the church building closed for part of the year and two of our staff on furlough. No weddings, no singing and no being able to welcome the wider community to our church building. There had however been blessings in the gift of technology creating virtual spaces to meet, with Zoom becoming a regular part of our church life. Revd Vicky particularly wanted to thank Donna who had given so much of her time to setting up livestreaming and being there every week. Thanks were also extended for all the various gifts of the ministry team of Linda, Carol and Alan and the two BCMs, David and Mike, all of whom had to adapt to leading worship online and had worked incredibly hard in their service of the church over the past year. Vicky also thanked Alan for re-joining the ministry team and for his wisdom and experience. Vicky also wished to thank Steve Wiseman who had dealt with all the extra work required on risk assessments as part of his Health and Safety officer role and Brenda Holden who had taken on the booking system for services during the pandemic.

Other blessings included the instigation of the Buddy system, the upkeep of the church grounds and displays for inspiration and outreach which had been installed there and in the village during the year. Social media had been a great boon in connecting with the wider community and thanks to volunteer stewards we had been able to open the church for private prayer. There had been new faces at our services and some signs of growth despite everything.

Vicky wanted to say three things about moving forward:

.1 We can't go back and can only go forward; we are not the people that we were before the pandemic. We need to discern God leading us, not our own agendas, in our future.

.2 It is important that we move onward as one church family, as one community, the body of Christ, and identify as one church, not a particular congregation.

.3 We need to be outward looking as there is a lot of need after this difficult year and we should think about how we can serve the wider community in faith and love.

The annual report was proposed by Vicky Maunder, seconded by Enid Plowman and unanimously accepted by all.

Linda Galvin gave heartfelt thanks to Vicky for leading us all during 2020 and beyond, especially as it had been such a difficult time and while having to care for her family too.

7 Any Other Business of church or parochial interest:

.1 Vicky wished to thank Margaret Baker who was stepping down after many years of service as Hall Manager, and a gift had been given to her in appreciation. Linda Galvin had volunteered to fill the role for the time being until a replacement was found.

.2 Vicky mentioned to the meeting the Living and Love and Faith resources based around sexuality, relationships and the attitude of the church to these, and encouraged everyone to be part of the process to help create a safe space for all God's people going forward.

8 Election of 4 members of the Church to the PCC

There were 4 vacancies to the PCC, and 4 nominations.

Coming to the end of their first term of three years, standing for re-election:

Nominee:	Proposed by:	Seconded by:
Barbara MCDOWELL	**Noel Becket**	**Carol Kidd**
Sarah LANGRIDGE	**Diana Barnes**	**Janet Barrett**

New Nominees this year	Proposed by:	Seconded by:
Noel BECKET	**Carol Kidd**	**Janet Barrett**
Jill MARTEN	**Linda Playford**	**Andrea Scott**

As there were no more than four nominees for the four vacancies, all were duly automatically elected.

9 Election of 1 member of the Church to the Deanery Synod

Following the revision of the Church Representation rules, beginning in 2020 Deanery Synod Representatives are to be are elected every three years by the annual parochial church meeting and hold office for a term of three years beginning with the next 1st July following the date of their election: As Diana Barnes, elected in 2020, had now been accepted as Churchwarden, there was a vacancy for two years on the Deanery Synod to be filled.

Noone had come forward, but Matthew Thomson agreed to fill the position. Revds Vicky Maunder and Linda Galvin were delighted at this news and Matthew was duly proposed as follows:

Nominee:	Proposed by:	Seconded by:
Matthew THOMSON	**Rev Linda Galvin**	**Rebecca Almeida**

Post meeting note: Unfortunately due to the technicalities of his not yet being on the Electoral Roll, and having being proposed by a Clerk in Holy Orders, Matthew's election was declared void. Once he has been accepted onto the Electoral Roll he will be voted onto the PCC at the meeting on 13th July 2021.

10 The date of first meeting of the new PCC will be Tuesday 11th May at 7.30pm via Zoom.

Vicky thanked all for attending, and closed the meeting with 'The Grace'.

SignedV. Maunder **Dated**8/5/22

St. James' Church, West End

Annual Report

and

Statement of Financial Activities

of the

Parochial Church Council

Registered Charity No 1132863

For the year ended 31st December 2021

Vicar:
Reverend Vicky Maunder
St James Church
Church Hill
West End
Southampton
SO30 3LA

Bank:

National Westminster
1 Romsey Road
Shirley
Southampton
Hampshire
SO16 4GT

Independent Examiner:
P.B.Robinson, MAAT FCIE
Independent Examiners Ltd
Unit 2, The Broadbridge Business Centre,
Delling Lane, Bosham
PO18 8NF

St. James' Church, West End

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INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

I report to the trustees on my examination of the accounts of the PCC of St James' Church, West End for the year ended 31st December 2021 set out on pages 12 to 24.

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

I have completed my examination and 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:

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- the accounts do not accord with those records.

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.

P B Robinson MAAT FCIE
Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
W. Sussex
PO18 8NF

Dated: 18th March 2022

St James' Church, West End – Annual Report of the Parochial Church Council for the year ended 31st December 2021

Administrative Information

The Church of St James, West End, is located on the A27 at the junction of West End Road with Church Hill. The postal code area in which the church is located is SO30 3AT, OS grid reference OS 466 141. It is part of the Diocese of Winchester within the Church of England.
The correspondence address is St James' Church, Church Hill, West End, Southampton, SO30 3AT.
The Parochial Church Council of the Ecclesiastical Parish of St James' West End in the Diocese of Winchester is registered with the Charity Commission - No 1132863, with the working name of "West End PCC of St James".

The following served as members of the PCC from the APCM held 9th May 2021:

Vicar	Revd V Maunder	Chairman	(From June 2019)
Associate Priest	Revd L Galvin	Vice Chair	(From July 2015 – May 2018)
		Chairman	(From July 2018 – June 2019)
LLM	Mrs C Kidd	Safeguarding Officer	(From November 2016)
LLM	Mr A Jenkins	LLM Emeritus	(From August 2020)
Wardens:	Mr S Langridge	Vice Chair	(First elected 2018)
	Mrs D Barnes	Deputy Vice Chair	(First elected 2020)
Representatives on the Deanery Synod	Mr M Thomson		(Until APCM 2023)
	Mr G Holden		(Until APCM 2023)
	Mrs C Kidd	Safeguarding Officer	(Until APCM 2023)
Elected Members:	Mrs S Overell	PCC Secretary	(Until APCM 2022) [2]
	Mrs F Weston		(Until APCM 2022) [1]
	Mrs B Alexander		(Until APCM 2022) [1]
	Mrs J Castle		(Until APCM 2022) [1]
	Mr D Forster	Treasurer and Gift Aid Secretary	(Until APCM 2023) [1]
	Mr A Brooks		(Until APCM 2023) [2]
	Mrs R Owton		(Until APCM 2023) [1]
	Mrs K Badcock		(Until APCM 2023) [2]
	Ms Jill Marten		(Until APCM 2024) [1]
	Mr N Becket	Assistant Warden	(Until APCM 2024) [1]
	Mrs S Langridge		(Until APCM 2024) [2]
	Mrs B McDowell		(Until APCM 2024) [2]

Elected members may serve a maximum of six years, then 2 year break (took effect in 2003)

Electoral Roll Officer	Mrs M Baker
Health & Safety Officer	Mr S Wiseman

Structure, governance and management

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Objectives and activities

St. James' Parochial Church Council (PCC) has the responsibility of co-operating with the Vicar Revd Vicky Maunder, in promoting the work of the ecclesiastical parish (which covers the village of West End, Townhill Farm, Harefield and part of the Bitterne area of Southampton) and the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It is also responsible for the maintenance of the Church Hall. It supports the work of St. James' Church of England Primary School.

Committees

The PCC operates through a number of committees which meet between full meetings of the PCC:

Standing Committee: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council; debates complicated or detailed issues prior to submitting proposals to the PCC and reviews the financial situation.

HOPE (Home and Overseas Partnership and Education) Committee. Under this committee, the Church's ministry in the wider world is addressed, with events arranged to meet the needs of others within the Church, and by setting and attaining the aims of the mission work of the Parish.

Friends of St James. Its purpose is to raise funds for maintaining the buildings and fabric of St James' Church, Hall and surrounding churchyard; to promote the historical and architectural heritage of the church and to broaden the contacts between the congregation of St James' Church and the wider parish. *This Committee is currently suspended.*

Achievements and performance

Church attendance

There were 137 parishioners on the Church Electoral Roll, 37 of whom live outside the parish, as recorded on the roll on 31st December 2021. Church statistics for 2021 are listed on page 10.

Review of the year 2021

The full PCC met 7 times during the year via Zoom with an average attendance of 89%. Committees met between meetings and notes of their deliberations were received by the full PCC and discussed where necessary.

January 2021 – The PCC held their first meeting of 2021 on Tuesday 26th January, via Zoom, with no apologies. Decisions made by the PCC or Standing Committee via email since the last meeting were ratified, and included investigative work on the organ and various decisions on services. Charging a fee for live-streaming of weddings and funerals was agreed in principle. The dispensation of reading Morning and Evening Prayer and celebration of Holy Communion had been agreed from 3rd January until the end of the current lockdown.
Finance reports to the end of year 2020 were not as bad as expected with Parish Giving figures very encouraging. The Furlough Scheme continued for the Administrator and Musical Director. Vicky's Report

highlighted a totally different Christmas season for everyone, there had been engagement with the local community, online services had gone well including services with a limited congregation. Christingle "DIY" bags and the online service had been very popular. Outdoor Christmas trees, the Nativity trail and online Advent Calendar had been appreciated locally. The church had been open from Monday to Saturday; cake and cards delivered to vulnerable members of the congregation and worship material had been sent to those not online. Activities for the immediate future were outlined, including online coffee mornings, Zoom Quiz, Sunday bible stories for younger children and Diddy Disciples. A "Love Is" display was planned in the churchyard during February and Myles planned a live-streamed concert. "Lent-in-a-Bag" for adults and for children would be available, along with Lent books for discussion. An online Ash Wednesday service was planned. The buddy system had been revived and Vicky was sending a letter regularly to those unable to access weekly emails. Concern over lack of provision for pre-teen and teenaged church members would be addressed by asking the children what they would like to do with a Zoom meeting to discuss. The PCC agreed to register an account for the Living in Love and Faith learning hub and Brenda Holden had sent a report detailing the initiative. A cable had been installed to enable livestreaming of services with a stable connection with costs well below budget and the new sound system should also improve the experience. It was agreed to contact a local bat group before investigating methods of fly control in church, which had been particularly bad during the autumn of 2020. Building and Fabric – work to the hall floor and leaks in the hall roof along with electrical inspections had been undertaken. Maintenance of Old Burial Ground - any work other than routine maintenance by West End Parish Council requires permission from the Church before it is carried out. Administration and status of the foodbank – for which St James is a collection point – was clarified. An update on Church magazine advertising was given and letters had been sent out to subscribers. Back copies were available online and some donations had been received. A Churches Together update was received. HOPE events over the festive season had not raised as much as in usual times but had still had a good response; further events were planned.

19 members of the PCC were present at the 23rd March Zoom meeting, with a reflection on the first anniversary of Lockdown which occurred that same day. Matters arising included the collection of copies of PCC member signed documents and the success of Zoom meetings with the young people of St James'. Business since the previous PCC meeting was ratified and included approval of remedial work to Hall MCBs on circuit board, Solent Mind as HOPE committee's chosen charity for Lent Appeal, re-opening the church on Wednesday 17th March for public worship, Holy Week services and church cleaning prior to reopening. The church would also open for the National Day of Reflection (Anniversary of first Lockdown) on Tuesday 23rd March 2021. Community use of hall was also agreed. Finance was steady but £3,000 would need to be transferred from reserves to pay insurances. The 2020 Annual report to the PCC was approved. The term of office for Deanery Synod members was clarified as three years from April 2020. David presented the financial report which had been agreed by the Independent Examiner, and this was accepted and approved by the PCC. The Furlough Scheme would be reviewed should more administrative help be required by clergy. Under her Vicar's Report, Vicky introduced a discussion on nurture and development of worship and discipleship in the coming months and years, following the lockdown months of "doing things differently" during the pandemic. The renaming of our 'Buildings Officer' as Assistant Church Warden will be agreed at the APCM. It was agreed to revoke our membership of ENTRUST (the vehicle under which we were able to apply for grants from Biffa and Veolia) A new email address for the administrator for GDPR and safeguarding reasons was agreed. A date for the Annual Meetings was agreed and election of members of the PCC discussed. Vicky was pleased to announce a new candidate for election as churchwarden. Margaret Baker was standing down as Church Hall manager, a PCC subgroup would run it in the meantime. Safeguarding paperwork for all hall hirers was recommended and no new hirers will take the time slot of existing groups unless these give notice. Building and Fabric report included that the leak in the hall roof had hopefully now been resolved. The five year electrical inspection had been completed; Jon Bagley had redecorated hall toilets and lobby. AV System installation would take place in April. It was agreed to apply for a faculty to remove two pews from the back and the two that had already been moved a few years previously on a permanent basis.

An attempted break-in via the West Doors on 1st January had fortunately caused no damage. The installation of security cameras may be a future option. Jane Castle had contacted a local bat group and information provided to the PCC on the the treatment of cluster flies. More work was required to decide on whether to produce a paper version of the magazine. Deanery Synod minutes were received and the closure of the diocesan office at Old Alresford Place noted. All parishes are now requested to pay their CMF by bank transfer. Carol's safeguarding report highlighted the Safer Spaces initiative for survivors of abuse. A Social Media policy draft was discussed but needs further clarification of information before it can be fully approved. Churches Together minutes were received; with news of Street Pastors carrying out daylight patrols in Hedge End on Friday afternoons, and a virtual AGM.

The first meeting of the PCC following the APCM was held on Tuesday 11th May 2021 via Zoom. Nineteen people attended, new members welcomed and appointments agreed. Sidespeople for the coming year were approved along with Church Alive Welcomers and the names of the Pastoral Team were noted for Diocesan records. PCC were reminded of declarations they must sign. The APCM had been held on Sunday 9th May, attended by 38 people. A faculty had been submitted for removal of four pews. PCC discussions by email had included support for an updated risk assessment allowing four choir members to sing at 9:30am services, agreement to extend Asuka's organ scholarship for another year, the approval of the purchase of a new CD player for c£200 for Project Aurora, along with a small monitor to allow users of the large projector screen to see what was on it. Project Aurora was nearing completion and additional items such as power sockets, CD player and a mixer had been purchased; the screen and projector were now in place. Thanks were recorded for all the work and time Noel has given to the project. Under Finance there was a shortfall of -£3596 for the year to end April, but our CMF was all paid up to date. The cancellation of West End Carnival this year meant no income from the Carnival barbecue. There had been no Hall rental income since last March and we were hoping for a better situation post-Covid. The Diocese was encouraging "Generous June" again this year, based on generosity both financial plus time and talents. The wording for the Stewardship letters should include an explanation of how much it costs to run the church. The use of giving by text and QR codes should also be investigated. Furlough Scheme – it was agreed to part-unfurlough Kate so that she could help produce service sheets and do other admin tasks now that things are getting busier. Vicar's Report - Vicky was glad to have the choir singing again with services in person as well as live-streaming. Easter Services had been well attended. A "Thy Kingdom Come" event with prayer stations inside the church was planned. An Ordinand from St Mary's in central Southampton would be joining us for the month of June. It was agreed to move the Wednesday Eucharist to 10:30am to enable Stay and Play to run again. A "bring your own coffee" morning was suggested in the church grounds was approved. Linda Galvin was overseeing Church Hall matters on a temporary basis. Jan Barrett had agreed to take over the day to day running and bookings.
Safeguarding - Carol again reminded all PCC members of their responsibilities regarding online training. There would be a HOPE Quiz on Friday 15th May. Our Patronal Festival would allow for celebrations as we hopefully emerge further from restrictions.

The PCC next met on Tuesday 13th July 2021 via Zoom. Matthew Thomson was welcomed onto the PCC as a member of the Deanery Synod. It was confirmed that Jan Barrett had taken over as Hall Manager. CofE Covid-19 guidance was awaited before future use of the hall could be decided. At the end of June Finances were in good form; a generous gift-aided donation in May had helped this. Gift-aid payments had been received from HMRC and all debtors had settled to date. Our CMF (Parish Share) affluence band had been downgraded from D to C for 2022. Both Kate and Myles continued to be part-furloughed but the scheme would cease at the end of September. Changes to the Bank Mandate were agreed following the change of Churchwarden. Vicky's report detailed Revd Linda Galvin increasing her days as St James' School Chaplain from one to two and Carol's plans to become an Anna chaplain, promoting the spiritual welfare of older people. The Patronal Festival on Sunday 25th July would include an afternoon tea and outdoor Songs of Praise service at 4:30pm. All PCC members were encouraged to

take part in a Living in Love and Faith (LLF) course planned for the autumn at St James'. A draft plan for Emerging from Restrictions and a Services Review was discussed and agreed, with two key dates of 19th July and 5th September and an emphasis on small steps and caution. Wearing masks indoors would be encouraged with sidespeople and welcomers continuing to wear them to encourage those entering the building to do so. Hand sanitising would also still be expected with supplies available for all. Bookings for services would no longer be necessary from 19th July and Sunday evening services would resume in September. It was hoped that Pathfinders/Mustard Seeds would resume on Sunday mornings. Livestreaming at services would continue for the time being. Coffee would be served in the hall between services to give more space. A monthly Taizé service will be held on the second Sunday evening of each month. It was agreed to cease holding a monthly 8am Eucharist and pew / notice sheets would no longer be produced, for both environmental and financial reasons. St James' will be added to the list of churches calling on the Government to tackle climate change. A group was formed to re-visit our status as an Eco Church. The future of the church magazine was discussed. Although it was decided not to print any more magazines for economic and environmental reasons, some PCC members were not happy with this decision and a meeting was called to discuss how best to reach out to people who may be missing out by not receiving a magazine. Audio recordings had been analysed by the Bats in Churches group which suggested that there were no bat roosts present in the church building; quotations for the treatment of cluster flies could now be obtained. The Building and Fabric report noted that the hall roof leak continues to be investigated by the roofer. A faculty to dispose of four pews had been issued; they may be used for a project renovating an old chapel in Dorset. Minor electrical works had been undertaken. Feedback on the successful grant application for the hall kitchen had been requested by Biffa, but because the hall had not been used during the pandemic it was difficult to report. A fallen decorative pinnacle over the West Door would be repaired with funds taken from the dormant Friends of St James account. The final outstanding balance of £240 on Project Aurora will be met by ongoing 200 Club subscriptions. The 200 Club was discussed briefly and it was decided to continue for the time being as some people contribute to both schemes. Safeguarding folders in church and hall had recently been updated. In the autumn there will be a "self-audit" of the safeguarding procedures in place at St James'. The Social Media policy had now had Linda Galvin added as the required named person and was agreed by the PCC. A Churches Together meeting report included welcoming new leaders, support for those with mental health concerns, links with new-build communities and the continuing work of Street Pastors, as well as a Children's' holiday bible club. The first post-Covid HOPE event – a barbecue attended by 30 people – had been a great success and raised over £250.

17 members of the PCC met on Tuesday 14th September 2021 via Zoom. A new temporary service booklet was being prepared and Revd Linda Galvin reported that her work at St James' School was going well. Diana Barnes had volunteered to chair the Eco-Church group. Business by correspondence since the previous meeting had included approval of a further meeting on the magazine, guidance on restrictions at services and protocol at weddings. Finances were in a reasonable state with accounts showing a surplus of £4667 at the end of August. Payments were on track and generous donations by church members had meant revenue was looking good; we should be very proud of this achievement given the circumstances of the pandemic. All but a small payment for Project Aurora had now been made. A final claim for furlough payments would be made for the end of September when the scheme ceases. Kate was now working her full hours and Myles would be back on full hours at the end of September. A voluntary payment to the Common Mission Fund (CMF) was discussed but no decision made. Vicky reported that she was pleased to be getting back to a more normal pattern of services and reconnecting with people. Church Alive would be inside from the start of October with Myles playing for services and the new screen would be used. Caution was still to be encouraged. Vicky would write to the Bishop for permission for Peter Littlejohns to be licensed to administer the chalice. The Remembrance Day service would be held at the War Memorial in conjunction with the Parish Council; no Church Alive service would be held on that day. Carol was to be commissioned as an Anna Chaplain on Sunday 21st November at a joint service with Eucharist to include prayers for, and a blessing of, the

pastoral team. A generous donation of £2,000 had been received to replace the Church noticeboard at the South path entrance. Autumn events were announced. Livestreaming of services was discussed using a mobile phone with 4G as other options were currently too expensive. A dedicated hardwired line into the vestry will be discussed again in the future. An meeting would be held to discuss the Parish Magazine. Building and Fabric report included booking a local firm for October to hopefully rid the church of the seasonal cluster flies problem using a ULV fogging process. The Church Hall Committee had met via Zoom and agreed key points. Regular hirers were beginning to return and some new enquiries had been made. Carol and Vicky were checking safe-guarding best practice as church facilities continue to open up. Churches Together minutes had been received highlighting the next service for Christian Unit will be held on 23rd January at the Salvation Army Centre in Hedge End. The HOPE committee had met and recommended to the PCC that the charity "Kitchen Table Charities Trust" be supported as one of the main charities from September 2021 for two years.

An additional meeting of the PCC was held on Tuesday 2nd November 2021, mainly to discuss the future of the Church magazine. As a result of discussions on the magazine, the PCC agreed to produce a paper copy from January in A4 size, black on white paper, on a monthly basis, to meet the needs of those who are unable to receive it in any other way, and it will be charged at an annual rate of £5.00. A printed information sheet from the magazine with details of events and contacts would be made available at the back of the church as handouts to give information to visitors.

The following business was also agreed at this meeting: Following pastoral team training the PCC were asked to agree to support an application to the Bishop to authorise Debbie O'Brien as a Lay Eucharistic Minister. The names of the Pastoral Team were required to be agreed by the PCC for insurance purposes. After some discussion it was agreed to apply to the Archdeacon to remove four pews (ie two rows) and trial removing the rows one at a time. This was proposed by Vicky Maunder, seconded by Bethea and all were in agreement.

The PCC met again on Tuesday 30th November 2021, with 17 members attending via Zoom. A letter received from *Bats in Churches* thanked St James and Jane Castle in particular for completing a bat survey and questionnaire in the summer. Business by Correspondence had approved gifts of appreciation to our Organ Scholar and relief organists. The Standing Committee had approved a special fee for initial AA meetings in the church hall.

Church Magazine – 39 copies of the December/January edition would be printed and delivered, thanks were noted to those who are coordinating deliveries and responses had been received from advertisers for next year's magazines. Finance reports were included and figures to end of October showed a real surplus of £5,019. Direct Debit payments to the Common Mission Fund were up to date, all debtors clear and all Project Aurora bills had been paid. Fees Review: Changes to charges for next year had been discussed and proposed at the Standing Committee meeting on 23rd November and these were agreed by all. The Budget Worksheet was discussed and approved with a budget for next year 2022 of £87,676 for payments. Many of the figures had not changed much from this year. Major Building Repairs had been added for 2022, mainly due to the possible necessity of work to the bell and bell tower. A note was made of the possible need for repairs to the organ, which could be anything between £5K - £50K. The Vicar's Report covered Church Life during the autumn and included Covid measures, increase in choir numbers and the return of Church Alive to inside the church. There are new faces in congregations at all services and refreshments are once again being served. Vicky was pleased that services for Remembrance Sunday and the Anna Chaplaincy commissioning/Pastoral Team service had gone well. A welcome event for new folk had been well attended. Care home services had recommenced and social events including a Macmillan coffee morning, Harvest Lunch and the Christmas craft fayre had been popular, with the latter raising £1,950 for church funds. Feedback from the LLF course is to be discussed at a future PCC meeting. Rev'd Linda Galvin had been elected to represent our deanery at Diocesan Synod and is also involved in the Diocesan Board of Education. Due to the ongoing Covid-19 pandemic and the emergence of a new variant it was reluctantly agreed not to serve refreshments after the Lessons and Carols and

Special Lives services. Following Myles Tyrrell's resignation as Director of Music in-depth discussions on recruitment and requirements from the position were held. Building and Fabric covered the successful ULV fly removal treatment, the securing of the hall Velux window and stonework repairs at the west door. A reply from the Archdeacon for the removal of pews was still awaited. Sound checks had been made using different phones to try and solve livestream problems and a dedicated sim card purchased. Safeguarding policies were re-approved and Carol told the PCC that in the New Year all parishes will be undertaking in-depth parish safeguarding audits. The Social Media Policy requires revision before re-adoption and the Health and Safety Policy this was accepted after a suggested amendment. Churches Together minutes highlighted a Christmas meal at the Salvation Army centre and the service for Christian Unity in January. The HOPE Christmas Card was now in church for all to sign. The requirement to book for Christmas services was covered in the magazine and online, and would also be mentioned in notices at the end of services. Dates for future PCC meetings were agreed.

Copies of all the reports, documents and meeting minutes mentioned in the above are available from the PCC Secretary on request.

Church Statistics for 2021 (Previous year figures are recorded in brackets)	**2021***	**2020***	**2019**	**2018**	**2017**	**2016**	**2015**	**2014**
Baptisms	3	(5)	(39)	(38)	(34)	(34)	(39)	(47)
Confirmations	0	(0)	(0)	(0)	(7)	(0)	(0)	(4)
Weddings	6	(4)	(14)	(15)	(13)	(13)	(13)	(21)
Funerals & Burials	7	(9)	(20)	(12)	(15)	(15)	((17)	(19)
Easter Communicants	69**	*	(161)	(162)	(159)	(134)	(136)	(133)
Christmas Communicants	84**	*	(140)	(159)	(187)	(168)	(134)	(116)

* Unfortunately because of the Covid-19 pandemic where due to lockdowns and restrictions public worship was either suspended and offered on-line or offered with limited congregation numbers, reliable statistics were not available for this year.
** Congregation numbers were restricted at these services because of Covid-19

Financial Review:-

The statement of accounts are on the following pages. This is a very brief summary:-
Or course, it goes without saying, that our finances have continued to be affected by the Covid-19 Pandemic, but activities are now slowly returning.

General Fund
We were extremely lucky that in 2021 our voluntary income has increased due to the generosity of our donors. Our collections at services are still greatly reduced, mostly due the lack of weddings and funerals taking place in church and the lack of visitors at services. Our patterns of giving have changed slightly with a few new participants in the Parish Giving Scheme and whilst loose collections at services are reduced, some are now giving via online giving. We are extremely lucky that over 80% of our regular congregation give via the Parish Giving Scheme and we are fortunate that everyone was able to maintain their levels of giving through difficult financial times, thank you all! Church Activity revenue was lower than the previous year due to less Furlough grants for our furloughed Director of Music and Parish Administrator compared to 2020 as the scheme has now closed, parochial fees were up slightly as a few more weddings were held as lockdown restrictions were gradually lifted, parish magazine revenue was reduced due to a few cancellations of adverts but mostly due to timing of receipts for the 2022 adverts

being received in early 2022 instead of late 2021. Activities for generating funds improved as a few fundraising events were organised, notably the table top sale and Christmas craft sale. Since completion of the Project Aurora the 200 Club now raises funds for the general fund. Overall our total income in 2021 was £ 15,707 higher than in 2020.

At the end of 2021 we had 60 members giving regularly through the Parish Giving Scheme (PGS) which was five more than at the end of 2020. About half of these have opted to inflation link their giving and we would encourage the others to please consider doing this or consider a review of your giving. We would still like to encourage any of our members who haven't joined this scheme yet to please consider doing so, especially those who use the yellow gift aid envelopes or the online giving on a regular basis. If you would like more information on this efficient and easy method of giving then please speak to the treasurer. Thank you to those of you not in PGS who switched your giving during lockdown to the online giving portal through Give a Little/Sumup. We hope that you will continue to use this method in the future or even better please sign up to PGS.

Our general costs (church activities cost) in 2021 were £ 82,351, ie. £ 2,885 less than in 2020. This was mostly due to a reduction in our parish share/common mission fund from £64,548 to £58,070 after a review by the diocese of the 2021 budget. The PCC agreed to make an additional contribution of £2,000 to help support other parishes encountering financial difficulties. Therefore our total payment was £60,070. Against this saving £1,338 was spent on an electrical inspection, PAT testing and an electrical upgrade to the boiler house.

The overall result in 2021 meant that £ 10,633 was added to our reserves.

Hall Account

In 2021 the church hall finances were seriously affected with a shortfall of £ £2,690 taken from reserves as the hall was closed for long periods again. The hall account continued to pay its 25% contribution towards the gas & electricity costs and 10% of the insurance cost.

Restricted Account

Financial transactions for the Flower Fund, the Organ Fund and the HOPE Committee are all recorded through this account. Project Aurora has come to an end as the Audio-Visual equipment has been installed and paid for in May.

The Parochial Church Council would like to thank you all for your generous support again during 2021.

Approved by the PCC on 23rd March 2022 and signed on their behalf by Revd Vicky Maunder (PCC Chairman)

Signed: V. Maunder **Date:** 23/3/2022

West End P.C.C of St.James'

Statement of Financial Activities

For the year ending 31 December 2021

	General Fund	General Fund	Hall Fund	Restricted account	200 Club account	Fees account	Consolidation adjustment	**2021 Total Funds**	2020 Total Funds
	Unrestricted funds	Designated funds	Designated funds	Restricted funds	Restricted funds	Restricted funds	(see note 13)		
	£	£	£	£	£	£	£	**£**	£
INCOMING RESOURCES									
Voluntary income	79,439	2,500		982	50			**82,971**	71,811
Church activities	8,565		1,363	1,290	1,620	14,291	-6,220	**20,909**	16,690
Activities for generating funds	3,097			2,237				**5,334**	3,271
Income from investments	3		1	2				**6**	56
TOTAL INCOMING RESOURCES	91,104	2,500	1,364	4,511	1,670	14,291	-6,220	**109,220**	91,828
RESOURCES EXPENDED									
Church activities	82,351		4,054	24,864	1,670	15,504	-6,220	**122,223**	106,843
Costs of generating funds	80							**80**	89
Governance costs	540							**540**	480
Charitable activities	0			1,427				**1,427**	942
TOTAL RESOURCES EXPENDED	82,971	0	4,054	26,291	1,670	15,504	-6,220	**124,270**	108,354
NET INCOMING/OUTGOING RESOURCES BEFORE TRANSFERS	8,133	2,500	-2,690	-21,780	0	-1,213	0	**-15,050**	-16,526
Transfers between funds									
None	0	0	0	0	0	0	0	**0**	0
Brought forward as at 1st January 2021	14,841	18,341	13,153	30,270	0	2,933	0	**79,538**	96,064
Carried forward as at 31st December 2021	22,974	20,841	10,463	8,490	0	1,720	0	**64,488**	79,538
Note:- A full analysis of the individual accounts are found on pages:	14	14	15	16	17	18			

West End PCC of St.James'

Balance Sheet as at 31st December 2021

	General Account	General Account	Hall Account	Restricted Account	Fees Account	200 Club Account	**2021 Total Funds**	2020 Total Funds
	Unrestricted Funds	Designated Funds	Designated Funds	Restricted Funds	Restricted Funds	Restricted Funds		
	£	£	£	£	£	£	**£**	£
Monetary Assets								
Bank Current Accounts	4,916	0	714	344	1,720	0	**7,694**	4,850
Bank Liquidity Accounts	18,058	20,841	9,749	8,146	0	0	**56,794**	74,688
Total Monetary Assets	**22,974**	**20,841**	**10,463**	**8,490**	**1,720**	**0**	**64,488**	79,538
Debtors (See page 19)								
HMRC Charities Tax claim -4th Qtr 2021	848						**848**	891
Church Letting fees	200		0				**200**	0
Total Debtors	**1,048**	**0**	**0**	**0**	**0**	**0**	**1,048**	891
Total Current Assets	**24,022**	**20,841**	**10,463**	**8,490**	**1,720**	**0**	**65,536**	**80,429**
Creditors (see page 19)								
Independent Examiner fee	540						**540**	540
Payments due to Missions				593			**593**	504
Wedding deposits					1,720		**1,720**	2,933
Church hall security deposit			50				**50**	50
Total Creditors	**540**	**0**	**50**	**593**	**1,720**	**0**	**2,903**	4,027
NET CURRENT ASSETS	**23,482**	**20,841**	**10,413**	**7,897**	**0**	**0**	**62,633**	**76,402**

See note 1 and 2

Non monetary assets

Inventory assets i.e furnishings, fittings and equipment including a Photocopier and various garden machinery, for Ecclesiastical use, are vested in the Vicar and Churchwardens as custodian trustees.

Signed

David.J.Forster
PCC Treasurer 05/03/2022

West End P.C.C of St.James'

General Fund - Receipts and Payments Account (Unrestricted & designated funds)

For the year ended 31 December 2021

		2021		2020	
		£	£	£	£
Receipts					
Voluntary income					
Planned giving - gift aided		53,863		44,997	
Gift aid envelopes - one offs		1,815		1,748	
Income tax recovered on gift aided giving		14,593		12,409	
Income tax recovered on gift aided giving - designated		500		0	
Planned giving - non-gift aided		2,612		2,362	
Collections at services		1,789		1,924	
Collections at Pathfinders		0		44	
Legacy Gifts (designated)		0		8	
Donations		4,767		3,397	
Donation for noticeboard (designated)		2,000	81,939	0	66,889
Church activities					
Parish magazine sales & advertisements		1,179		2,641	
Parochial fees		3,460		2,491	
Heating fees		360		60	
Video/zoom/service sheet fees		88		0	
Refreshment donations		198		127	
HMRC - Furlough grants		2,634		4,695	
Trading (Books, Votives, Concert lettings etc)	See note 3	646	8,565	230	10,244
Activities for generating funds					
Christmas craft sale		1,953		0	
Table top sale		506		448	
200 Club		295		0	
Other		343	3,097	302	750
Income from investments					
Bank Interest			3		14
TOTAL RECEIPTS			93,604		77,897
Payments					
Church Activities					
Diocesan Common Mission Fund (CMF)	See note 4	60,070		64,548	
Clergy expenses	See note 5	324		138	
Ministry team training		218		0	
Church running expenses - Insurance		3,010		3,000	
Church running expenses - gas & electric	See note 6	3,916		4,174	
Church maintenance		1,832		471	
Upkeep of services		920		1,026	
Photocopier & paper costs		249		586	
Organist & relief organists		6,234		6,024	
Choir & music		395		257	
Support costs - admin & stationery	See note 7	457		583	
Support costs - Parish administrator		3,182		3,182	
Support costs - Parish magazine		489		489	
Support costs - Childrens work		530		104	
Outreach work & books		208		211	
Communications		60		0	
Refreshment supplies		200		113	
Bank charges		0		12	
Sun-up charges (ref online donations)		57		68	
Banns fee refund		0		44	
Silver wafer box repairs (from legacy donations)		0	82,351	206	85,236
Costs of generating funds					
Fundraising costs	See note 8		80		68
Governance costs					
Account examination fees			540		480
TOTAL PAYMENTS			82,971		85,784
EXCESS (-SHORTFALL) RECEIPTS OVER PAYMENTS			10,633		-7,887
Bank Account as at 1 January 2021 / 2021			33,182		21,911
Transfer from Restricted a/c - repayment for Project Aurora 2017/2018 costs			0		19,158
Bank Account as at 31 December 2021 / 2020			**43,815**		**33,182**
Balance represented by:	Unrestricted funds		22,974		14,841
	Designated funds		20,841		18,341
			43,815		**33,182**

West End P.C.C of St.James'

Church Hall - Receipts and Payments Account (Designated funds)
For the year ended 31 December 2021

		2021		2020	
Receipts		£	£	£	£
Church activities					
Hall letting Fees		1,363		2,020	
Security deposits		0	1,363	100	2,120
Income from investments					
Bank Interest			1		10
Total Receipts			1,364		2,130
Payments					
Church activities					
Church Hall running costs					
Gas		765		799	
Electricity		541		593	
Water Rates		81		303	
Insurance		335		333	
Refuse collection service		340		332	
Fire Extinguisher servicing		0		36	
Sundries	See note 9	78		139	
Building repairs & maintenance	See note 10	1,515		464	
Cleaner		369		252	
Cleaning Materials		30		70	
Refund security deposits		0	4,054	100	3,421
Total Payments			4,054		3,421
Excess(-shortfall) Receipts over Payments			-2,690		-1,291
Bank Account as at 1 January 2021 / 2020			13,153		14,444
Bank Account as at 31 December 2021 / 2020			**10,463**		**13,153**

West End P.C.C of St.James'

Restricted Account - Receipts & Payments (Restricted Funds)
For the year ended 31 December 2021

		2021		2020	
		£	£	£	£
Receipts					
Voluntary income					
	Donations - Project Aurora	430		4,105	
	Donations - Flower Fund	287		330	
	Donations - HOPE work	95		40	
	Income Tax recovered on Flower Gift Aided donations	7		0	
	Income Tax recovered on Aurora Gift Aided donations	107		444	
	Income Tax recovered on HOPE Gift Aided donations	56	982	3	4,922
Church activities					
	Fees - Organ fund	385		70	
	Fees - Flower fund	905	1,290	230	300
Activities for generating funds					
	HOPE committee events	1,364		969	
	Project Aurora fundraising events	146		557	
	200 Club fundraising - for Aurora Project	727	2,237	995	2,521
Income from investments					
	Bank interest		2		32
	TOTAL RECEIPTS		4,511		7,775
Payments					
Church Activities					
	Friends of St.James' - Stonework repairs	702		0	
	Flower Fund - cost of flowers etc	1,367		1,109	
	Organ Fund - organ tuning & repairs	0		620	
	Organ Fund - humidifier servicing & repairs	471		472	
	Project Aurora - Lights & AVC	22,324	24,864	12,330	14,531
Fund-raising trading costs					
	Project Aurora - fundraising costs	0	0	21	21
Charitable Activities					
	HOPE - payments to mission partners & charities (See note 11 for details)		1,427		942
	TOTAL PAYMENTS		26,291		15,494
Excess (-Shortfall) Receipts over Payments			-21,780		-7,719
Bank account as at 1 January 2021 / 2020			30,270		57,147
Transfer to General Fund (Repay Project Aurora 2017/2018 costs)			0		-19,158
Bank account as at 31 December 2021 / 2020	(Note 12)		**8,490**		**30,270**

West End P.C.C of St.James'

200 Club - Receipts and Payments Account (Designated funds) (see note 13)
For the year ended 31 December 2021

		2021		Adjusted* 2020	
Receipts		£	£	£	£
Church activities					
200 Club monthly subscriptions			1,620		1,660
Voluntary income					
Bank compensation			50		0
Total Receipts			1,670		1,660
Payments					
Church activities					
Monthly cash prizes		648		665	
Surplus to Aurora fund	See note 13 C	727		995	
Surplus to General fund	See note 13 C	295	1,670	0	1,660
Total Payments			1,670		1,660
Excess(-shortfall) Receipts over Payments			0		0
Bank Account as at 1 January 2021 / 2020			0		0
Bank Account as at 31 December 2021 / 2020			**0**		**0**

* The published 2020 figures showed both receipts and payments as being £1,250. These were wrong because the cash book figures hadn't all been populated into the correct columns and so both income and expenditure figures were understated. It is a zero balance account at the end of each month so there was no affect to overall balances.

West End PCC of St.James'

Fees Account - Receipts and Payments (Restricted Funds) (see note 13)
For the year ended 31 December 2021

		2021	2020
		£	£
Receipts			
Church activities			
Winchester Diocesan Board of Finance (Priest Fees)		3,900	2,155
Priests Travel fees		170	60
Marriage document delivery fees		50	0
PCC Fees - General		3,460	2,308
PCC Fees - Heating		360	120
PCC Fees - Video/zoom/service sheets		88	0
Wedding deposits collected		3,282	996
PCC Fees - Organ Fund		385	70
PCC Fees - Flower Fund		905	230
Organist Fees		1,131	154
Verger Fees		560	160
TOTAL RECEIPTS		14,291	6,253
Payments			
Church activities			
Winchester Diocesan Board of Finance (Priest Fees)		3,900	2,155
Priests Travel fees		170	60
Marriage document delivery fees		50	0
PCC Fees - General	See note 13 C	3,460	2,308
PCC Fees - Heating	See note 13 C	360	120
PCC Fees - Video/zoom/service sheets	See note 13 C	88	0
PCC Fees - Organ fund	See note 13 C	385	70
PCC Fees - Flower Fund	See note 13 C	905	230
Organist Fees		1,131	154
Verger Fees		560	160
Wedding deposits redeemed		4,375	625
Cancelled wedding deposits trf to PCC		120	0
TOTAL PAYMENTS		15,504	5,882
Excess (-Shortfall) Receipts over payments		-1,213	371
Bank account as at 1 January 2021 / 2020		2,933	2,562
Bank account as at 31 December 2021 / 2020		1,720	2,933

West End PCC of St.James'

Analysis of Debtors 31/12/21

General Account

HMRC Charities -Tax recoverable on Gift aided donations - 4th quarter 2021	848.30
Hampshire County Council - Inv PCC/21/005 dated 8/12/21	200.00
	1,048.30

Total Debtors as at 31/12/21	**1,048.30**

Analysis of Creditors 31/12/21

General Account

Independent Examiners Ltd - Fee for 2021 review	540.00
	540.00

Hall Account

Church hall letting deposit - Paula Medway/Zumba - paid 7/6/14	50.00
	50.00

Restricted Account

Balance of HOPE Committee fundraising to be paid 2022	592.70
	592.70

Fees account

Advance Wedding Deposits 2022-2023	1,720.00
	1,720.00

Total Creditors as at 31/12/21	**2,902.70**

West End PCC of St.James' - Notes to the financial statements

For the year ended 31 December 2021

1. Accounting Policies

The Financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards. In preparing the financial statements the PCC follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015).

The financial statements have been prepared under the historical cost basis of accounting in accordance with the Charities Act 2011 and in accordance with applicable accounting standards, except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not normally invest separately for each fund.

Incoming resources

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The Diocesan CMF (Common Mission Fund) (formerly known as parish share) is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognized when it incurred and is accounted for gross.

Balance Sheet

The following assets are recognized but not necessarily valued in the Balance Sheet:-

Consecrated and beneficed property is excluded from the accounts by s.10(2) of the Charities Act 2011.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property and listed in the church's inventory, which can be inspected (at any reasonable time). All expenditure incurred during the year on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1,000.

Investments are valued at market value at 31 December.

The following assets are recognized and a monetary value given as part of the description in the Balance Sheet:-

Amounts owing from HMRC (Her Majesty's Revenue & Customs) where a formal claim has been made.

Any other amounts owing to the PCC including Church Hall lettings and insurance claims.

Legacies where formal notification of entitlement and amount has been received at 31 December by the PCC.

Closing bank balances as shown in the receipts and payment accounts.

The following liabilities are recognized in the Balance Sheet:-

Any loans or overdrafts advanced to the PCC.

Creditors for goods and services where the supply has been received but not invoiced by 31 December.

Payments due to Mission partners/Charities where fundraising events have taken place as part of the current yearly projects but not yet paid out to the missions/charities.

Fees for Pastoral services conducted (Marriages and Funerals) but not yet paid out.

Advance Marriage fees collected for payment out in the next financial year.

2. Investments

There is a total value of £ 222,772.07 (£199,086.04 - 2020) invested with the Central Board of Finance of the Church of England. This relates to the old West End National School. This investment is for the purpose of St.James' Primary School, West End only AND CANNOT BE USED BY THE CHURCH. The trustees of this investment are the Vicar and the Churchwardens. The investments are valued at market value at 31st December.

3. Church Activities - Trading

		2021		2020
Mar Thoma hire of church	£	340	£	0
Election hire of church	£	160	£	0
Votives	£	63	£	100
Lent book sales	£	35	£	130
Traidcraft commission	£	15	£	0
Sale of goods	£	33	£	0
Total	**£**	**646**	**£**	**230**

4. Diocesan CMF (Common Mission Fund) (formerly Parish Share)

The 2021 CMF request of £ 58069.75 was paid in full. There was a decrease of £ 6,477.89 compared to 2020 as the Diocese readdressed its 2021 budget. St.James' PCC responded to a plea for help from the Bishops to help plug a shortfall in the CMF for the diocese due to reduced income as a result of the pandemic and made an additional voluntary payment of £ 2,000r. So the total CMF payment for 2021 was £ 60,070. For 2021 the CMF was again calculated at Deanery level under a system which takes into account the Church Membership of a parish and the Affluence category of the parish (for St.James' category D - evenly placed).

5. Payments to PCC Members

The following payments have been made to PCC members or related parties during the year:-

Revd. L.Galvin	£ 324	for expenses of office	(£ 138 in 2020)
Mrs.Kate Badcock	£ 3,182	for Parish Administrator role	(£ 3,182 in 2020)
Mrs.Kate Badcock	£ 490	for Parish Magazine support role	(£ 490 in 2020)

No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties. No material transaction took place between the PCC and a PCC member or any person connected to them.

6. Church Running Expenses – Gas & Electricity

	2021	2020
Gas	£ 2,294	£ 2,396
Electricity	£ 1,622	£ 1,778
Total	**£ 3,916**	**£ 4,174**

7. Support Costs – Administration & Stationery

	2020	2020
Stationery/Printer ink	£ 186	£ 258
Postage	£ 0	£ 30
Other	£ 0	£ 10
Dropbox	£ 96	£ 96
Website domain	£ 26	£ 0
Wifi	£ 69	£ 117
Gratuity/gifts	£ 0	£ 37
Archive boxes	£ 45	£ 0
Data Protection fee (ICO)	£ 35	£ 35
Total	**£ 457**	**£ 583**

8. Fundraising trading costs

	2021	2020
Table top sale refreshment costs	£ 70	£ 0
Barbeque gas	£ 10	£ 0
Cream tea in a bag costs	£ 0	£ 50
Events box stationary	£ 0	£ 18
Total	**£ 80**	**£ 68**

9. Church Hall Sundry costs

	2021	2020
Replacement path/car park light	£ 0	£ 139
Sanitary bins	£ 78	£ 0
Total	**£ 78**	**£ 139**

10. Church Hall building repairs & maintenance

	2021	2020
Light bulbs	£ 27	£ 0
Heating servicing/repairs	£ 237	£ 57
Paint	£ 70	£ 0
Electrical repairs	£ 802	£ 0
Cistern repairs	£ 104	£ 0
Floor repairs	£ 0	£ 82
Roof repairs/replace ridge tiles	£ 275	£ 325
Total	**£ 1,515**	**£ 464**

11. Analysis of payments made to Missions partners and Charities from Restricted funds

	2021		2020
The Salvation Army	£ 0	The Salvation Army	£ 86
The Society of St.James'	£ 89	The Society of St.James'	£ 86
Mission to Seafarers	£ 89	Mission to Seafarers	£ 0
Wessex Countess Mountbatten House	£ 88	Wessex Countess Mountbatten	£ 85
Rainbow Trust	£ 50	Rainbow Trust	£ 85
Kings community church - food bank	£ 120	Kings Comm.Chur.- food bank	£ 0
Medicins sans Frontiers	£ 100	Medicins sans Frontiers	£ 300
Fine Cell Work	£ 100	Fine Cell Work	£ 300
Solent MIND (Lent appeal)	£ 546	Solent MIND (Lent appeal)	£ 0
Southampton Womens Refuge	£ 50	Southampton Womens Refuge	£ 0
Eastleigh Young Carers	£ 50	Eastleigh Young Carers	£ 0
Revitalise	£ 50	Revitalise	£ 0
Christian Aid	£ 95	Christian Aid	£ 0
Total	**£ 1,427**	**Total**	**£ 942**

In addition to the above monies raised, during 2021 St.James' paid directly into the bank account of The Children's Society £ 245.34 collected at our Christingle services and £ 165.44 from the Children's Society home boxes. Unfortunately during 2021 we were unable to raise funds for Christian Aid as we usually do due to the Pandemic but instead highlighted the online giving options for them.
The funds collected and payments made from the 2021 Charity Christmas card (£315.11) will be shown in the 2022 accounts.

12. Analysis of Restricted Account balance

Balance by fund:-	2021	2020
Building & Fabric	£ 2,924	£ 2,922
Project Aurora	£ 0	£ 20,914
Friends of St.James'	£ 2,091	£ 2,793
Flower Fund	£ 558	£ 726
Missions/HOPE	£ 593	£ 504
Music Fund	£ 519	£ 519
Organ Fund	£ 1,805	£ 1,892
Total	**£ 8,490**	**£ 30,270**

13. Consolidation adjustment: Fees account & 200 Club account (Restricted funds)
The Fees account is specifically used to record the collection of fees due for marriages and funerals and other occasional offices. The receipts are collected into this account and then payments made to the various recipients of these fees. This account is also used to record deposits taken for future marriage bookings. The PCC's portion of these fees are then transferred into the relevant account (see general and restricted accounts). In order to avoid the reporting of income and expenditure twice, an adjustment column has been added to the Statement of Financial Activities (SOFA) to adjust for this. In 2021 this equated to £ 5,198. The 200 Club part surplus of £ 727 was also transferred into the Restricted account and £ 295 into the General Fund, giving a total adjustment of £ 6,220. These items are indicated by a C on the receipts and payments accounts for the Fees account and the 200 Club account.

14. Risk Assessment
The PCC actively reviews the major risks which the church faces on a regular basis and believe that maintaining reserves, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The PCC have also examined the operational and business risk which they face and confirm that they have established systems to mitigate the significant risks.

15. Reserves policy

The PCC has now adopted a formal policy on reserves which is: "St.James' Church West End aims to keep uncommitted net financial assets in the range between the equivalent of 3 and 6 months average routine costs and promises to take corrective action within 3 months if uncommitted net financial assets fall outside these limits."

Receipts and payments are reviewed on a bi-monthly basis by the PCC via Finance reports distributed by the Treasurer.

16. Public Benefit

The PCC acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the PCC annual report. The PCC confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities they should undertake.

Vicar's report and reports from Churchwardens and other organisations associated with St James

(Please note that any accounts mentioned hereafter do not form part of the audited accounts)

VICAR'S REPORT

Two of the key events in the Old Testament are when God's people spend extended time 'in the wilderness'. After God liberates the Israelites from slavery in Egypt, they spend tough years in the desert before arriving in the promised land. Centuries later the Babylonian army marches into Jerusalem, destroying the city and God's people are taken into exile for many years. These were deeply challenging times, but the people came to understand that God was faithful and was with them despite everything. The wonderful verses of Isaiah chapters 40 to 55, when the prophet speaks to the people in exile promising them of God's continued love for them, have been a great strength through another very difficult year. When the covid pandemic began in March 2020 we imagined life would be back to normal by 2021, how wrong we were! 2021 has been another year dominated by the pandemic and many people have suffered. But despite the challenges there have also been gifts and opportunities. We have grown in resilience and come to appreciate the many ordinary things we took for granted before, meals with friends, singing hymns in church, enjoying refreshments together after services. I hope we continue to treasure these everyday things once life gets back to more normality. As a church family we have found new ways to connect, to worship, and to support each other as we journey on in faith and to share that faith more widely with others.

The year began with an extended lockdown and covid safety measures have been in place in church throughout the year. Technology played an important part in our church life with morning prayer, Church Alive, Diddy Disciples, Coffee mornings and meetings on zoom for some of the year. Eucharist services were held in church throughout the year on Sunday mornings and Wednesday mornings. During lockdowns these were said services with restricted numbers and communion was offered in one kind. Gradually we were able to introduce singing again, servers and offer the bread and wine with the priest intincting rather than a shared cup. Our Sunday Eucharist and special services were livestreamed, members of the congregation recorded Bible stories for our children to watch and Debbie Thomson recorded a large number of songs for our Church Alive worship which many have enjoyed on our church YouTube channel.

We appreciated the opportunities our church grounds offer. Church Alive and Children's worship was held outdoors in the summer months as restrictions eased. We had a wonderful Songs of Praise and afternoon tea outdoors on our Patronal Festival. Jan Barrett started a monthly Tree Trail and the Flower Team created outdoor flower arrangements and outdoor prayer stations were also appreciated.

The church and vicarage porch were used as a collection point for the Foodbank. We set up an Eco-group again to look at ways we can better care for God's creation and we decided not to return to pew sheets but to provide a monthly notice sheet at the back of church. After much discussion it was also agreed to continue with an online church magazine and only print copies for those not online. Social Media and weekly e-mails have been an important means of communication and outreach. We kept in contact with those not online through letters and phone calls.

During September we offered a preaching series on the Church of England's Pastoral Principles for Living Well Together and in October, with restrictions easing, we held the Living in Love and Faith course which was attended by 20 people plus 5 leaders. This explored issues of identity, sexuality, relationships and marriage. In the autumn we held a well-attended welcome event for those who joined the church in the last two years.

Myles Tyrell, our Music Director, and Kate Badcock, our administrator, were furloughed for much of the year. Joel Wells, an ordinand, was on summer placement with us. There were two exciting new outreach developments in the autumn with Rev'd Linda Galvin increasing her school chaplaincy work at St James School to two days a week and LLM Carol Kidd commissioned as an Anna Chaplin to work with

older people in the community. Peter Littlejohn and Debbie O'Brien were given permission to administer the chalice and joined the team taking Home Communions.

It was a challenging year, but I thank God for our wonderful St James' family, for the ministry team, Rev'd Linda, Carol and Alan, for the churchwardens and leadership team, Scott, Diana, Noel, David and Sue, who have all given so tirelessly over the last year and for so many others who have enabled our church life, prayed and served in these challenging times. God bless you all. And a final mention of thanks to Myles Tyrrell as he leaves as our Director of Music.

Revd Vicky Maunder

CHURCHWARDEN'S REPORT ON THE FABRIC AND FURNISHINGS OF THE CHURCH

Whilst the Covid pandemic has continued to have an impact on our normal routines we are pleased to be able to report that during this period of time it has been possible to continue to carry out necessary maintenance on our church buildings to keep them in good repair. We would like to acknowledge that during this difficult year the generosity our church family has shown with its time and giving has been paramount in being able to achieve this.

We would like to thank our experienced Buildings Officer, Noel Becket, who has managed the jobs needed to maintain the beauty and safety of our church. The key works carried out include:

Feb 21	Hall toilets decorated (Jon Bagley)
	5 yearly electrical survey carried out (Remy)
	Circuit breakers replaced in hall fuse box (Remy)
April 21	Audio system replaced and Visual system installed by APi (Faculty permission)
	West door mat replaced
June 21	4 Pews removed and disposed of (Faculty permission)
	Clergy vestry window ironwork repainted (church members)
Sep 21	Central heating in Church and Hall serviced (by Ashville).
	Hidden gullies cleared (Noel)
Oct 21	West entrance pinnacle repair (Colin Avery)
	Cluster Flies treated with ULV (Pest Doctor)
	Many hall floor tiles resecured with glue (Noel)
Nov 21	Church and Hall – Fire Extinguishers serviced (Classic Fire)
	Hall drains checked and cleared (Noel)
	Hall Velux window (S side nearest to fire exit) resecured (Abbott Roofing)
Dec 21	Lower gutters and downpipes cleared and checked (Noel)

The Standing Committee, with support from our Health and Safety Officer (thanks to Steve Wiseman for his time given to this role) and Buildings Officer, have continued to review and implement the health and safety guidance available on the safe use of the church and church hall.

We are very grateful for all those who volunteer their time to keep the church buildings and grounds in good order; through working together we are able to keep our church open and welcoming to our community.

Diana Barnes / Scott Langridge / Noel Becket

CHURCHES TOGETHER

During the year we said goodbye to 3 Church leaders, Revd Fi of St Luke's, Revd Arthur Methodist Circuit Superintendent and Father Paul; and welcomed 3 new leaders, Revd Ben for St Luke's and Revd John as the new Superintendent Minister for both Southampton and Meon Circuits as well as Father Elijah for the Catholic Pastorate.

All 15 churches in the Church together area of Eastleigh Borough known as HEWEB continued to hold services in person as well as being livestreamed or on zoom. Many of the services of worship finding new expressions to reach out to local communities during these still difficult days of Covid-19 pandemic restrictions, bringing to the fore creative ways of using church grounds and open spaces. Through the sharing of concerns and challenges the group were able to pray for one another and to see God working across the experiences of all.

Within the wider area of both Eastleigh Borough and Southampton City Borough many kept in touch through sharing of prayer concerns using digital platforms hosted and maintained by Zion Projects. With an increasing of connections across the whole world, shortening time zones and distances and bringing about greater understanding of challenges in Christian faith communities.

August saw the beginning of a new CT HEWEB project, the Holiday Bible Club, where families and children can come together to learn more about the Bible and faith in Jesus through craft, challenges, bible verse, stories and snacks. This project will take place annually and will move around the churches and across the whole community. Many thanks to Nicky Davies in heading up this project and to all volunteers for giving of their time and willingness to connect families together. Other days will also be offered to help families stay in touch with each other. To this end we look to providing info on all family, children events. Details published through the Facebook page for Churches Together in Hedge End, West End and Botley and through the web page www.hewebchurches.co.uk

With the easing of face to face restrictions the wider Churches Together community will seek to maintain and relate to the immediate growing of new housing areas, in welcome and service.

Grateful thanks given to all who represent their Church groups and for regularly meeting bimonthly on zoom and for praying.

Jane Castle

DEANERY SYNOD REPORT

There were three meetings of the Synod held in 2021; all were conducted by Zoom video conferencing.

At the February meeting, Linda Galvin was appointed as Deanery Synod Secretary.

Discussion took place at the earlier meetings concerning the filling of clergy vacancies in the parishes of Fair Oak, St Luke's Hedge End, Boyatt Wood, and Netley and Hound. The length of time taken to fill these vacancies was clearly disappointing to some of the respective parish lay representatives. Action seemed to have been affected by the uncertainties surrounding the position of the Bishop of Winchester. At the time, synod members only had information available from press reports on this matter. The latest

news I have is that St Luke's has a new vicar in post; Fair Oak have made an appointment; Boyatt Wood are still waiting to hear how reorganisation will pair them with another parish or benefice (they will not get a vicar of their own); Netley and Hound will also not get a vicar of their own and are under discussions regarding a joint Hamble/Netley/Hound benefice.

The perennial topic at Deanery Synod is how much financial contribution the deanery has made to the Diocesan Common Mission Fund. During the Covid epidemic, some parishes have been unable to meet their requested contribution. During 2021, the Deanery as a whole was 5.3% short of the requested total. Four parishes were short and three parishes (including St James) contributed more than they had been asked for.

In the 2022 assessment, the parish population of West End was deemed to have dropped to a lower affluence band and therefore our church has received a requested contribution about £5000 lower than the previous year.

Geoff Holden
On behalf of St James' Deanery Synod representatives

FLOWER ARRANGERS' REPORT

Covid-19 has certainly given the Flower Team more than a few headaches, ending 2020 with a wedding on Christmas Eve brought forward to avoid lockdown - and although small it was beautiful.

We had been looking forward to a more "normal" 2021, but alas January began with a further lockdown. Not to be beaten and trying to find how to make it work for us , we started the year with a team of two using silk flowers with real foliage to put in a lockdown church under a tight budget.

In February with the church still in lockdown, Reverend Vicky and Reverend Linda came up with the idea of using the churchyard to stay connected. At the beginning of February and with Valentine's Day in mind we used the words from 1 Corinthians 13 "Love is patient, love is kind" with each line interpreted in flowers, and there were 15 displays in all.

Using the churchyard was a great idea, but with restrictions we had to consider how to get this to work while keep the team safe, so we set up "an at home team" with containers, oasis and a few flowers delivered by one person at a distance with mask, wording emailed and then artistic license released!

When the arrangements were completed they were then collected by one person or delivered to the churchyard at staggered times and put into place with boards showing the words along with illustrations. The feedback was good and made people feel that the church was there for them during a difficult time, even though they couldn't go inside.

Apart from flowers and foliage being so important to us, mask wearing, sanitising and social distancing now became a big part our routine. It seemed that every week things changed and we had to change too.

So with Easter fast approaching and restrictions still in place, (although the church was open with restricted numbers) prayer stations were put around the churchyard and the flower team made Easter wreaths or picture frames to accompany them. This was also offered to the community and we had a lot of uptake, all were done at home and we had 17 in the end. Inside the church all the containers (which had been greened up at home working on our own or in pairs) were then brought up to church and flowers and eggs added outside on tables, to avoid close contact.

We had a Wedding in April; May flowers included Pentecost arrangements and in July the Patronal Festival included a tea outside, for which small vases of flowers were put together, along with flowers in church. All arrangements were started at home or outside – there was also a wedding in July.

Then August came and we had five Weddings very close together, at weekends and mid-week, all with very different mixes of colours.

For September there was a tree trail based around a book remembering 9/11 (it was the tenth anniversary of the terrorist attacks in the USA) and the flower team stepped up once more and depicted the story through flowers.

Then in October for Harvest Festival, the flower team and others became knitters as well and supported the tree trail by knitting scarves for outside and inside the church combining the flower arrangements in church. As the budget was very tight we were thankful for all the support from the West End Garden and Allotments society, and members of the church family who grew dahlias on their allotments or gardens, giving us a steady supply throughout October.

In November for Remembrance we decorated the yew tree in the churchyard with poppies and put displays outside to support the tree trail. Inside the church we did arrangements with poppies and foliage.

For December the church was decorated in icy blues, silver and white using white flowers, silver fir cones, twigs and assorted foliage, all from the flower team gardens,

The year has certainly been a challenge, it's amazing how much time we have spent outside and apart but managing to remain a team - and with new team members as well. So what will 2022 bring us… hmmm!

Lyn Spratt

HOPE COMMITTEE ANNUAL REPORT

H HOME
O OVERSEAS
P PARTNERSHIP
E EDUCATION

Despite the many challenges of 2021 HOPE continued to find ways to raise money for our charities. We began with Easter Goody Bags and a Lent Appeal in aid of Solent Mind and were able to send a total of £546.35.

In Christian Aid Week we were grateful to Chris Badcock and Debbie Becket for preparing and hosting our online quiz which raised £95.

Despite a cloudy day we were able to host our Summer Barbecue outside and serve 30 people (the maximum we were allowed). This raised £444 for our charities Fine Cell Work and Medicins Sans Frontiers. In September, after three years of fundraising for Medicins Sans Frontiers (one extra year due to the pandemic), we agreed to nominate Kitchen Table Charities Trust as our main international charity. This charity was created by John Humphrys (broadcaster, author) to support small charities (mainly in Africa) and often for children to transform lives. In October, the Harvest Lunch raised a further £234.50 which we were able to send to Fine Cell Work and Kitchen Table Charities Trust.

Once again, we asked for donations to our Charity Christmas Card at Christmas and thanks to the generosity of our congregation were able to send £105 to each of our charities, Society of St James, Countess Mountbatten House and Missions to Seafarers.

We continue to support the work of the Children's Society and money from boxes and proceeds from the Christingle services raised £245.34.

We have lots of exciting things planned for 2022 and look forward to your continued support.

Fiona Weston

MUSIC

This year of course saw a continuation of the pandemic; I was coming gradually out of furlough and playing for some Sunday services and doing online work with the choir. Our online training sessions, which then transitioned into in-person pre-rehearsal sessions worked really well at giving some extra training and groundwork for both musical theory and vocal technique with the choir. The addition of the projector also helped massively when it came to doing those presentations in person.

I want to thank the team and for those that stepped up to fill in for the services that I wasn't playing for - notably Asuka, Ashley and John for the Wednesday services and for Diana and Debbie for helping out with the Church Alive music.

We saw the choir diminish in numbers at the beginning of the year - some members understandably hesitant to return and we also had Les' retirement this year. However we are lucky to have 5 new members with us - Tom and Barbara, Catherine, Davina and Sabine, who have been assisting greatly with the choir. I'm pleased to report that we are back up to about 16 members regularly attending.

I particularly enjoyed playing for the Valentine's Day concert which was (mostly) successfully live streamed and put on YouTube; it was good to see people engaging with this - especially those that may not regularly attend St. James', developing interest in the music at the church.

We managed to have a wonderful 9 lessons and carols and the Christmas services were beautiful to listen back to - the choir have really made me proud in both how resilient they have been but also the continually high standard of music they produce.

Asuka will be continuing on as organ scholar, which is fantastic news for the music department - I look forward to seeing how her organ playing develops.

Being my final year at St. James', I would just like to wish you all the best for the future, and thank you all for being such a supportive, welcoming and musical place to be!

Myles Tyrrell

PALS (Parishioners at Lunch on Sundays)

Well, we haven't much to report this year due mainly to Covid-19. We were unable to have our normal PALS lunches on the 4th Sunday at a local pub or other venue, mostly due to the restrictions in place, but when they were briefly eased later in the year most members were reluctant to take the risk of meeting indoors. However, towards the end of the year, I visited the new Glasshouse Restaurant in the 'new' In Excess garden centre, just outside Fair Oak. I was impressed with the 'conservatory' type area which was 'outdoors' but covered and heated. It was very airy, and not too many people seemed to use it. I elicited opinions from a few members individually, and all was favourable.

Subsequently, eight of us had a belated November PALS lunch at In Excess's Glasshouse Restaurant - at the beginning of December!! We all took a lateral flow test before the event and were seated well socially distances from others, though not in the 'Conservatory' bit we'd originally hoped to use due to the drop in temperature, so we were indoors.

We all enjoyed the lunch - compliments to the chef - had a few different meals all of which were said to be very good. The table service was excellent, and we all felt we'd like to go back.

At the time of writing, I'm about to try to arrange our next lunch, again at the Glasshouse Restaurant.

Rita Payne

PASTORAL TEAM REPORT 2021

The Pastoral Team continued to provide prayerful support for various housebound and elderly parishioners, also for residents of local Care & Nursing Homes plus a number of persons living in Sheltered Housing. Whilst Covid restrictions prevented home and hospital visits communication was 'from a distance' mainly through regular phone calls.

Towards the latter part of 2021 in-person visits recommenced including taking Home Communion to those unable to return to services, or simply providing friendship and a listening ear. Younger generations were served by members assisting at Stay & Play and via a subgroup assisting with baptism visits, preparation and welcome.

Easter and Christmas Cards were distributed to pastoral contacts, with gifts of candles and bookmarks respectively, plus Mothering Sunday flowers.

Cards were also organised and distributed to members of the church family at significant times: for example, when the team were notified of an illness or a bereavement, plus on special anniversaries, and to celebrate landmark occasions including new homes and new babies!

The team has increased to 10:

Carol Kidd [coordinator]; Brenda Holden; Betty Wood; Janet Barrett; Enid Plowman; Margaret Ball. Maura Knights; Peter Littlejohns; Linda Playford; Debbie O'Brien.

During the autumn Revd Vicky led a series of training and update sessions, with further topics planned for the year ahead. The PCC agreed an annual pastoral team budget of £150 and a resource box is now in use.

In November, members of the Pastoral Team were commissioned and anointed for their role by Bp Geoff Annas. At that service Carol was commissioned as an Anna Chaplain.

Anna Chaplaincy is a recognised ministry offering spiritual support to older people who are living in care homes and sheltered housing complexes, plus their relatives and the staff who look after them. An essential part of the role is promoting the spiritual welfare of older people, of all faiths and none, who live in the wider community, therefore not only those of the church congregation. There is a particular focus on those facing challenges living independently. Further information: www.annachaplaincy.org.uk/

Thank you to Revd Vicky for all her support and encouragement.

Carol Kidd
(LLM / Team Coordinator)

CHILDREN'S AND YOUTH WORK

Children's Church

Our children's groups met throughout the year when restrictions allowed, in the better weather we met outside which worked really well, the children enjoyed the freedom of being outside. We ran a Diddy Disciples group for our very young children, which proved to be very popular, and our Pathfinders group. As the weather declined we moved indoors ensuring we had good ventilation and followed the necessary guidelines to keep everyone safe and we have been combining the two groups, we start in church before moving to the hall for our session, we then return for communion or blessing at the end of the church service.

To maintain a link with our children we prepared Lent in a bag again, each bag contained five small bags and in each bag there was a story to share and an activity, one for each week.

The tree trail has proven to be very popular, people have enjoyed engaging with the ideas there and we have received some very positive feedback. A special thank you to the flower team who have helped

decorate the church grounds to fit in with our themes throughout the year. In July for our Patronal festival we were able to decorate the trail and trees with bunting created by the children at St James School and in November we were delighted to be able to display some wonderful poems that the children had written to commemorate Remembrance Sunday.

In October we started a new venture, on the first Saturday of each month we are holding an activity morning for children, our first one was based on harvest and scarecrow making, and then we held a session on saints and then angels and Christmas. Each session has a story or discussion on the theme for the month which is then followed by an activity.

Thank you to everyone who supports us with our children's work and outreach.

Jan Barrett

STAY AND PLAY

We restarted the Stay and Play parent/ carers toddler group last May (2021), adhering carefully to Covid restrictions regarding the opening of the group. New Health and safety procedures/ paperwork are in place to ensure the group runs well. I know that the social and communication skills of young children has been a major concern throughout the pandemic, and therefore after talking to Vicky and Linda we knew that restarting the group was very important. It is also an excellent way of integrating the local community into the life of the church.

We deliberately have made the session slightly shorter and simpler to help maintain a safe environment. We run during term times. The group starts at 9.15 am and finishes at about 10.20am. We make sure the main and hall front doors are open with the child safety gate in place to ensure ventilation, we put out a few tables with varied activities / floor toys etc and have a simple snack system where parents/ grandparents/ carers administer the children's snacks (which we provide). We finish with a "wiggle and stretch" action rhyme time and a story. Linda keeps all the personal information/registration sheets in the church office, which we go through yearly so that details are not kept of children who no longer attend. We have put the weekly charge back up to £1.50 per family as we are now able to offer hot drinks from the kitchen. I have an amazing band of happy adult helpers who make the group run very smoothly and who are a joy to work with. Without them the group would not work. .

The Stay and Play group is slowly growing and currently we are having about 6 /7 adults a week with approximately 10/ 12 children. The children and adults love the session and are thriving, growing in confidence and developing communication skills and it is great to see quite a few young babies and parents/ carers/ grandparents join the group. Numbers mean we are not regularly making any small profits after snacks/ activity costs etc have been bought. However, we intend to give the church any small profits we do make at the end of each term.

I have just filled in a grant form from the Parish council to ask if we can have a small grant awarded (£75), so that we can re-order a new banner for the road. The original one ordered by Thomas has vanished! A lot of people from the church have spent many weeks and hours looking for it. It is an excellent way of advertising what we are doing for the local community.

Penny Beeby (Stay and Play leader) and Team

SAFEGUARDING REPORT

The Ministry Team, all Church Officers and those in positions of authority at St James' West End, continue to regard safeguarding as of paramount importance.

DBS Certificate applications are requested and checked according to national and diocesan requirements and also in line with Safer Recruitment Standards.

Following CofE recommendation, DBS certificates must now be renewed 3yearly [previously 5yearly], this change is being implemented within this parish.

Due the pandemic, all local and national training modules have remained online or via zoom. I have advised, encouraged and supported those for whom training is mandatory.

Following an end of year notification by the diocese of an increased number and range of roles within the church where safeguarding training is now required or desirable, therefore during 2022 I will be working with our volunteers to ensure the necessary levels of training are met.

All the parish safeguarding policies* were updated in autumn 2021 following diocesan templates, these were approved at the November meeting of the PCC.

Copies are available on the church and hall noticeboards and via St James' website:
www.stjameswestend.org.uk/documents/documents/policies/SafeguardingPolicies2021.pdf

* A Statement of Safeguarding Policy
[encompassing the safeguarding of children and vulnerable adults]
A statement of the Parish Understanding of Domestic Abuse
A policy statement on the recruitment of ex-offenders

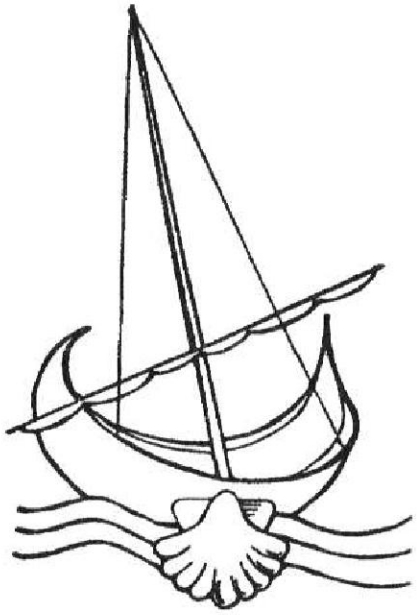
In 2022, the diocese will review how effective and compliant we are in implementing safeguarding recommendations, Revd Vicky and myself will be carrying out an audit.

Carol Kidd
PCC Parish Safeguarding Officer

THE PARAOCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST.JAMES' WEST END IN

England & Wales - Charity number 1132863

Accounts



The Parish Church of St. James West End

Annual Report of the Parochial Church Council

for the year ended 31st December, 2020

To be presented at the annual Meeting of Parishioners and the Annual Parochial Church meeting

PARISH OF ST JAMES WEST END

ANNUAL MEETING OF PARISHIONERS AND ANNUAL PAROCHIAL CHURCH MEETING

To be held via Zoom

Topic: APCM
Time: May 9, 2021 18:00 London

Join Zoom Meeting
https://us02web.zoom.us/j/84475751467?pwd=VStuZ1pIOWlJWjFzWGxXWUpNOXVKQT09

Meeting ID: 844 7575 1467
Passcode: 704317

Sunday 9th May 2021
6:00p.m. Meeting begins

Review of the year 2020

ANNUAL MEETING OF PARISHIONERS

Agenda

1. Prayer
2. Apologies
3. Minutes of the Annual Meeting of Parishioners held on Sunday 25th October 2020.
4. Election of Churchwardens
5. Assistant Churchwarden

ANNUAL PAROCHIAL CHURCH MEETING

Agenda

1. Minutes of the Annual Parochial Church Meeting held on Sunday 25th October 2020.
2. Matters arising
3. The Electoral Roll
4. Appointment of Auditors
5. Financial Statements of the Parochial Church Council for 2020
6. Annual Report 2020
7. Any other business of church or parochial interest
8. Election of 4 members of the Church to the Parochial Church Council.
9. Election of 1 member of the Church to the Deanery Synod.
10. To announce the date of the first meeting of the new Parochial Church Council

PARISH OF ST. JAMES', WEST END

Minutes of the Annual Meeting of Parishioners
and the Annual Parochial Church Meeting
held on Sunday 25th October 2020 at 2:35pm via Zoom

27 people recorded their attendance.

Annual Meeting of Parishioners

1. **Revd Vicky Maunder opened the meeting with a prayer.**

2. **Apologies** were received from Sally Redfearn, Margaret Baker, Chris Badcock, Kate Badcock and Fiona Weston

3. **Minutes of the Annual Meeting of Parishioners held on Sunday 7th April 2019.**
   The minutes were agreed and signed as a true record.

4. **Election of Churchwardens for 2020-2021**

   Revd Vicky Maunder thanked Janet Barrett and Scott Langridge for their work over the year 2019 and particularly during the interregnum and asked those present to show their appreciation via a group wave. Both were standing again as Churchwardens and there were no other nominations.

   Scott Langridge was proposed by David Forster and seconded by Carolyn Langridge.

   Janet Barrett was proposed by Jan Barrett, proposed by Carol Kidd and seconded by David Forster.

   As no one else was standing they were both automatically re-elected.

5. **There being no other business, the annual meeting of Parishioners was closed.**

Signed……..…….. **Date**……..……..

PARISH OF ST. JAMES', WEST END

Minutes of the Annual Meeting of Parishioners
and the Annual Parochial Church Meeting
held on Sunday 25th October 2020 at 2:40pm via Zoom

Annual Parochial Church Meeting

1 **Minutes of the Annual Parochial Church Meeting held on Sunday 7th April 2019**

Revd Vicky Maunder wished to correct minute 7 to read that she had been ordained in 2002, not 2003. The minutes were then unanimously accepted as correct and a true record.

2 **Matters Arising**. There were no matters arising.

3 **The Electoral Roll:** The Electoral Roll Officer, Margaret Baker, was unable to attend the meeting but had sent a report that the Electoral Roll currently stood at 133. 33 of these live outside the Parish. Revd Vicky Maunder wished to record thanks to Margaret for her work as Electoral Roll office and also for her time spent managing the Church Hall.

4 **Appointment of External Examiners:** David Forster, in his role as Treasurer, proposed the re-appointment of the external examiners, Independent Examiners Ltd of Walberton, West Sussex. They have been doing this job for over 20 years and are very efficient. This was seconded by Steve Wiseman and all were in favour.

5 **Financial Statements of the Parochial Church Council for 2019:** The accounts for the year 2019 were included in the Annual Report. David had written a brief review on page 11 and pointed out that without a generous legacy amount received in 2019 we would have had a drain on our reserves of nearly £9,500. This is quite a serious situation and David wished to highlight that we are currently showing a deficit of £7,500 this year. David asked if anyone had any questions but there were none. Bethea Alexander proposed the accounts for 2019, they were seconded by Rachel Owton and all were in favour. David asked to record his thanks to all who attend our church and contribute talents and make donations to keep things moving. Vicky thanked David for his work on the accounts and for all his continuing input as Treasurer.

6 **Annual Report:**

The Report of the Proceedings of the Parochial Church Council was shown on pages 5 – 10 of the Annual Report. There were no questions.

The Vicar's Report and Reports from Churchwardens and other organisations were detailed from page 24 of the Annual Report onward. Revd Vicky wanted to thank those people who had contributed to running the parish during the challenging time of the interregnum. She said it was a time when people can discover new gifts. The interregnum had gone incredibly smoothly, due in no small part to Revd Linda Galvin in her then new role of Associate Priest. She had worked incredibly hard during the vacancy and the church had flourished during that time. Vicky wished to say a huge thank you to Linda for her ministry and all that she does at St James' and everyone present showed their appreciation with a wave. Vicky also wished to thank Carol Kidd and Brenda Holden for their wonderful work as LLMs during the interregnum. Although Brenda had stepped down from her public facing role last year she has continued to offer ministry behind the scenes which is hugely

appreciated. Vicky also thanked David Forster and Mike O'Brien for their invaluable contribution as BCMs.

Vicky continued by thanking Noel Becket, in particular for his work on Project Aurora and the huge amount of fundraising he has overseen. She mentioned that the role of Buildings Officer was unique to St James and that Noel was often to be found at church keeping the building in excellent order.

There had been many successful fundraising events and in particular the Flower Festival in the autumn and Vicky extended her thanks to all who had taken part in all the events over the year.

Music as usual had played an important part in the life of St James and 2019 had seen the introduction of an organ scholarship at the church; Asuka Tsuchiya was thanked for all she does as our first organ scholar.

Donna Matteucci had stepped down as magazine editor in 2019 and was a very hard act to follow. Her technical skills in editing the new website, as well as running the now essential live-streaming of services, continue to be greatly appreciated.

The introduction of Open Church was a very positive initiative and had continued to be until Covid-19 put a stop to it. Vicky hoped that eventually people would once again be able to visit the church on an informal basis and for private prayer.

At the end of the year Mustard Seeds were introduced with worship and activities for the youngest in our congregation and Janet Barrett and Sarah Langridge were thanked for their input in that venture.

The Social Group had held its last meeting after 13 years and thanks were given for the group and what it had meant to members over that time.

There were many reports contained within the Annual Report showing how much goes on at St James' and how it is a blessing that there are so many people with valuable gifts and talents to offer. Vicky wished to thank everyone for their contribution to church life throughout the year.

Scott Langridge responded by saying how, following the deliberations during the interregnum, everyone was so pleased and blessed to have the gift of Vicky and her family at St James'. He also said that it was especially important, given the recent difficulties of the Covid-19 pandemic, to thank her and the ministry team for everything they had done during the difficult period of time since March.

David Forster added his thanks to the PCC Secretary and Linda also thanked her for her work on the magazine during the last few months. Vicky added her thanks and asked for a wave of appreciation from those present.

The annual report was proposed by Enid Plowman, seconded by Jan Barrett and unanimously accepted by all.

7 Any Other Business of church or parochial interest:

Vicky told the meeting that the Church Representation Rules had been revised this year and there was no longer a requirement for sides persons to be elected at the APCM – they would be approved at the first PCC meeting following the APCM. This also applied to members of the Pastoral Team.

8 Election of 5 members of the Church to the PCC

There were 5 vacancies to the PCC, and 5 nominations.

Coming to the end of their first term of three years, standing for re-election:

Nominee:	Proposed by:	Seconded by:
Andrew BROOKS	**Enid Plowman**	**Carolyn Langridge**
Kate BADCOCK	**Fiona Weston**	**Helen Wiseman**

Replacing a resigning member, with a term of two years to run:

Bethea ALEXANDER	**Christopher Badcock**	**Sue Overell**

New Nominees this year	Proposed by:	Seconded by:
David FORSTER	**Scott Langridge**	**Sarah Langridge**
Rachel OWTON	**Helen Wiseman**	**Kate Badcock**

As there were no more than five nominees for the five vacancies, all were duly automatically elected.

9 Election of 3 members of the Church to the Deanery Synod

Following the revision of the Church Representation rules, beginning in 2020 Deanery Synod Representatives are to be are elected every three years by the annual parochial church meeting and hold office for a term of three years beginning 1 July during the year of their election:

The following were standing for election to the Deanery Synod:

Nominee:	Proposed by:	Seconded by:
Carol KIDD	**Enid Plowman**	**Janet Barrett**
Geoffrey HOLDEN	**Christopher Badcock**	**David Forster**
Diana BARNES	**Carol Kidd**	**Christopher Badcock**

As there were no more than three nominees for the three vacancies, all were duly automatically elected.

David Forster had decided not to stand again as Deanery Synod representative and Vicky thanked him for his service over the years.

10 The date of first meeting of the new PCC will be Tuesday 24th November at 7.30pm – venue/Zoom to be confirmed.

Vicky thanked all for attending, and closed the meeting with 'The Grace' at 3:05pm.

Signed…… **Dated**……

St. James' Church, West End

Annual Report

and

Statement of Financial Activities

of the

Parochial Church Council

Registered Charity No 1132863

For the year ended 31st December 2020

Vicar:
Reverend Vicky Maunder
St James Church
Church Hill
West End
Southampton
SO30 3LA

Bank:

National Westminster
1 Romsey Road
Shirley
Southampton
Hampshire
SO16 4GT

Independent Examiner:
P.B.Robinson, MAAT FCIE
Independent Examiners Ltd
Unit 2, The Broadbridge Business Centre,
Delling Lane, Bosham
PO18 8NF

St. James' Church, West End

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Pages 27 – 35	Vicar's Report and Reports from Organisations

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

I report to the trustees on my examination of the accounts of the PCC of St James' Church, West End for the year ended 31st December 2020 set out on pages 14 to 26.

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

I have completed my examination and 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:

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- the accounts do not accord with those records.

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.

P B Robinson MAAT FCIE
Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
W. Sussex
PO18 8NF

Independent EXAMINERS Limited

Dated: 8th March 2021

St James' Church, West End – Annual Report of the Parochial Church Council for the year ended 31st December 2020

Administrative Information

The Church of St James, West End, is located on the A27 at the junction of West End Road with Church Hill. The postal code area in which the church is located is SO30 3AT, OS grid reference OS 466 141. It is part of the Diocese of Winchester within the Church of England.
The correspondence address is St James' Church, Church Hill, West End, Southampton, SO30 3AT.
The Parochial Church Council of the Ecclesiastical Parish of St James' West End in the Diocese of Winchester is registered with the Charity Commission - No 1132863, with the working name of "West End PCC of St James".

Due to the Coronavirus pandemic and the postponement of the Annual Meetings the following served as members of the PCC until the delayed APCM held 25th October 2020:

Vicar	Revd V Maunder	Chairman	(From June 2019)
Associate Priest	Revd L Galvin	Vice Chair Chairman	(From July 2015 – May 2018) (From July 2018 – June 2019)
LLM	Mrs C Kidd	Safeguarding Officer	(From November 2016)
LLM	Mr A Jenkins	LLM Emeritus	(From August 2020)
Wardens:	Mrs J Barrett	Deputy Vice Chair	(First elected 2015)
	Mr S Langridge	Vice Chair	(First elected 2018)
Representatives on the Deanery Synod	Mr D Forster	Treasurer and Gift Aid Secretary	(Until APCM 2020)
	Mr G Holden		(Until APCM 2020)
	Mrs C Kidd	Safeguarding Officer	(Until APCM 2020)
Elected Members:	Mrs S Overell	PCC Secretary	(Until APCM 2022) [2]
	Mrs J Butler		(Until APCM 2022) [2]
	Mrs J Castle		(Until APCM 2022) [1]
	Mrs F Weston		(Until APCM 2022) [2]
	Mrs D Matteucci		(Until APCM 2020) [2]
	Mr A Brooks		(Until APCM 2020) [1]
	Mr M O'Brien		(Until APCM 2020) [1]
	Mrs K Badcock		(Until APCM 2020) [1]
	Mr S Wiseman	Health & Safety Officer	(Until APCM 2021) [2]
	Mr C Badcock		(Until APCM 2021) [2]
	Mrs S Langridge		(Until APCM 2021) [1]
	Mrs B McDowell		(Until APCM 2021) [1]

Elected members may serve a maximum of six years, then 2 year break (took effect in 2003)

Electoral Roll Officer	Mrs M Baker
Buildings Officer	Mr N Becket

The following served from APCM held 25th October:

Vicar	Revd V Maunder	Chairman	(From June 2019)
Associate Priest	Revd L Galvin	Vice Chair Chairman	(From July 2015 – May 2018) (From July 2018 – June 2019)
LLM	Mrs C Kidd	Safeguarding Officer	(From November 2016)
LLM	Mr A Jenkins	LLM Emeritus	(From August 2020)
Wardens:	Mrs J Barrett	Deputy Vice Chair	(First elected 2015)
	Mr S Langridge	Vice Chair	(First elected 2018)
Representatives on the Deanery Synod	Mrs D Barnes		(Until APCM 2023)
	Mr G Holden		(Until APCM 2023)
	Mrs C Kidd	Safeguarding Officer	(Until APCM 2023)
Elected Members:	Mrs S Overell	PCC Secretary	(Until APCM 2022) [2]
	Mrs B Alexander		(Until APCM 2022) [1]
	Mrs J Castle		(Until APCM 2022) [1]
	Mrs F Weston		(Until APCM 2022) [2]
	Mr D Forster	Treasurer and Gift Aid Secretary	(Until APCM 2023) [1]
	Mr A Brooks		(Until APCM 2023) [2]
	Mrs R Owton		(Until APCM 2023) [1]
	Mrs K Badcock		(Until APCM 2023) [2]
	Mr S Wiseman	Health & Safety Officer	(Until APCM 2021) [2]
	Mr C Badcock		(Until APCM 2021) [2]
	Mrs S Langridge		(Until APCM 2021) [1]
	Mrs B McDowell		(Until APCM 2021) [1]

Elected members may serve a maximum of six years, then 2 year break (took effect in 2003)

Electoral Roll Officer	Mrs M Baker
Buildings Officer	Mr N Becket

Structure, governance and management

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Objectives and activities

St. James' Parochial Church Council (PCC) has the responsibility of co-operating with the Vicar Revd Vicky Maunder, in promoting the work of the ecclesiastical parish (which covers the village of West End, Townhill Farm, Harefield and part of the Bitterne area of Southampton) and the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It is also responsible for the maintenance of the Church Hall. It supports the work of St. James' Church of England Primary School.

Committees

The PCC operates through a number of committees which meet between full meetings of the PCC:
Standing Committee: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council; debates complicated or detailed issues prior to submitting proposals to the PCC and reviews the financial situation.

HOPE (Home and Overseas Partnership and Education) Committee. Under this committee, the Church's ministry in the wider world is addressed, with events arranged to meet the needs of others within the Church, and by setting and attaining the aims of the mission work of the Parish.

Friends of St James. Its purpose is to raise funds for maintaining the buildings and fabric of St James' Church, Hall and surrounding churchyard; to promote the historical and architectural heritage of the church and to broaden the contacts between the congregation of St James' Church and the wider parish. *(As of January 2020 the "Friends" group is dormant, monies remain in the account for use as per the constitution, but no further subscription requests will be made until an agreed relaunch date.)*

Achievements and performance

Church attendance

There were 133 parishioners on the Church Electoral Roll, 33 of whom live outside the parish, as recorded on the roll on 31st December 2020. Church statistics for 2020 are listed on page 12.

Review of the year 2020

The full PCC met 4 times during the year (due to postponement of meetings due to Coronavirus) with an average attendance of 90%. Committees met between meetings and notes of their deliberations were received by the full PCC and discussed where necessary.

January 2020 – The first meeting of the year was held on Tuesday 21st January in the Church Hall. 17 were present with 2 apologies. Revd Vicky Maunder opened the meeting with a prayer. Previous meeting minutes were approved with the addition of magazine advertisement rate reviews which should be held annually in September. Planned work to the organ was more extensive than first thought, new Laptops had been purchased as agreed and our Health and Safety Policy had been approved. Plans for a joint Mothering Sunday service were outlined. Further publicity for children's groups was agreed and hall noticeboards were to be used for this. Parents and carers would be offered the option to take their children into the hall for children's church or to stay in the church for the 9:30am service.

Finance - figures were better than the budget forecast at the end of 2019. Funds for **Project Aurora** were to be paid back into the general fund. The **Stewardship Group** had met in November but there were still two vacancies to fill. Visitor donations were down and it was suggested that the 9:30am Eucharist collection bags be reinstated with those using the PGS scheme to put a token in the bag during collection. Vicky requested that PCC members attend the **Vision Day** on Saturday 1st February. We were slightly out of synchronisation with our pMap progress due to the vacancy, but this was not a great problem. Jan Barrett was to become a **Foundation Governor** at St James' School. Doug Brown was stepping down from the sacristan team but would continue in the choir. Vicky would be attending a training session in March on the revised **Church Representation Rules**. An Archdeacon's Licence to remove one row of pews at the front and two at the back would be applied for; a temporary measure allowing the possibility to reverse the decision. A working party would discuss the layout at the rear of the church. The PCC decided to "close the **Friends of St James** temporarily, monies to remain the Friends' account for use as per the constitution".

Project Aurora was progressing: Lighting would be slightly more expensive for the access equipment to reach the high level lamps and an increase in spend to £3,800 was agreed. Three AV quotes of approximately £30,000 had been received. Failure of the sound system during several services over the Christmas period necessitated acceleration of the installation of a new system, with an order of not more than £35,000 to be placed. Steve Wiseman had been looking into costs of redecorating the upper walls. A fundraising meeting date was agreed. An updated **Risk Assessment for Open Church** was unanimously approved, to be updated annually at the same time as the Health & Safety Policy document. Investigations into a ramp to access the Chancel and Lady Chapel, for those with mobility problems, had been carried out. The purchase of a £250 temporary, portable ramp was approved. **Safeguarding** is everyone's responsibility and all Church Officers were encouraged to watch the recent BBC2 Documentary "Exposed -The Church's Darkest Secret". The **Churches Together** group had met in January with updates on Healing on the Streets, Street Pastors and Welcome Packs. **HOPE** had distributed profits from recent events to their chosen charities and planned activities included a brunch, a Fairtrade Fortnight table and the World Day of Prayer at Hedge End URC. A **Lent Appeal**, 40p for 40 days, was agreed by the PCC. There was to be a quiz on Saturday 25th April and a Bake'n'Brew on Sunday 26th April. The Church of England's Lent campaign for 2020 is: #LiveLent: Care for God's Creation. The meeting finished with the Grace.

On 16th March 2020, due to the Coronavirus pandemic, the country went into general lockdown, and under government regulations all church buildings had to close from 24th March. The PCC meeting planned for 24th March was postponed indefinitely. The Bishop of Winchester passed a dispensation for Annual Meetings to be postponed this included the Annual Meetings planned for Sunday 25th April.

Online resources for worship at home were sent out from the clergy and "buddy groups" were introduced to keep the church family in touch with others. The clergy team and PCC adapted rapidly to business by correspondence which had been permitted under the new Church Representation Rules 2020. All PCC and Standing Committee decisions by this method were recorded and approved at the next meeting of the PCC (via Zoom) in September 2020.

On 13th May 2020, Revd Vicky Maunder updated the PCC by email, thanking them for their prayers and support as we adapted to being 'church in a new way'. Vicky was looking forward to church being open again, inviting feedback and suggestions in shaping what we do during this lockdown period. A **Zoom Church Alive** service on Sunday 10th May and was very much appreciated, 18 people "attended" including a parishioner from Tanzania! Feedback from an online survey about attending church "online" was very positive. Continued prayer for the ministry team was requested. Permission from the Bishop for one named person (Vicky) to access the church to pray and offer services on behalf of the parish was received. Vicky encouraged everyone to be patient and sensible, showing our love for our neighbours by continuing to social distance - as hard as that might be.

David and Geoff had looked in detail at the latest financial figures and we were facing a substantial deficit on top of the deficit we were already facing in the year's finances. Donations were encouraged and a Facebook donation page was being considered. Myles and Kate remained furloughed.

The church was **re-opened for private prayer** on Wednesdays from 17th June with Covid safety measures in place and following a full risk assessment. This was overseen by the Standing committee and Health and Safety Officer.

The Standing committee met to discuss plans for re-opening the church for public worship from the beginning of July. Stringent safety precautions were to be put in place. Online worship would still be offered. The first Sunday Eucharist in church was held on 12th July, with limited numbers and a booking service in place. The service was also live-streamed on Facebook for the first time. The same service was repeated on a Wednesday morning.

In August guidelines were given for APCMs to be held by 31st October in Winchester diocese.

The following PCC and Standing Committee decisions during Lockdown period (ie from 17th March to 15th September) were recorded:

17th March	Standing Committee Meeting Agreement: • To open church daily for private prayer • To provide on-line worship resources • First and second deputies for key roles to be approached for Parish Continuity Plan
22nd March	Standing Committee decision via e-mail £4,000 transferred from 'designated' pot to general funds in order to pay bills. To be returned when possible – agreed.
28th March	Standing Committee decision via e-mail Furlough Music Director and Parish administrator from 1st April with Myles' and Kate's agreement. We would top up the 20% so they receive their full pay – agreed.
3rd June	PCC decision via e-mail Appoint John Zealander as a Foundation Governor at St James' School - agreed
7th June	Standing Committee meeting (plus Noel, Steve and Carol) Re-open Church for private prayer (from 17th June) - agreed
1st July	PCC decision via e-mail No public worship on 5th July - agreed
4th July	Standing Committee Meeting (with Noel, Steve and Carol) Re start services from 12th July - agreed
4th July	PCC decision via e-mail To support the application of Alan Jenkins to be LLM with PTO at St James - agreed
31st July	PCC decision via e-mail To authorise a subgroup of SL, LG, SW, NB to oversee reopening the hall – agreed To return £19,158.05 from Aurora Project to general funds – agreed but not unanimously, 1 against.

On **Tuesday 15th September 2020** the PCC held its first full meeting since the start of Lockdown, via Zoom. There were 16 present with 4 apologies. The minutes of the meeting held in January were received and PCC decisions made during lockdown period (see above) were ratified. Under **Matters Arising** Vicky reported that the Vision Morning held on Saturday 1st February had been well-attended and very positive, but obviously the process was now on hold. The Archdeacon's Licence for the removal of pews had been granted but so far only the back row had been removed. Having the extra space has been a blessing giving extra space required for social distancing. Under **Finance** David reported that the General Fund was currently showing a deficit of £7,179 (8 months) against a budget of £13,324 for the whole year 2020 – this was not as bad as expected. A projected financial statement reflecting the Covid-19 situation had been drawn up in April which predicted a shortfall of £1,900 per month but at the time of the meeting there had not been this level of deficit in any month. Parish share had been paid up to date but the next four months would be unpredictable. No fees for weddings had been received but many had transferred to 2021. The Online Donation link had generated many generous donations. Our **Common Mission Fund (Parish Share)** for 2021 had been reduced; however Vicky tabled a request from Bishop Debbie which asked if we could pay an extra £2,000 which would go towards helping costs for parishes in a less stable financial position, which was unanimously agreed. **Furlough of staff -** It was agreed to take Myles Tyrrell partly off furlough commencing Sunday 27th September but Asuka would continue to play the organ on a Wednesday. Kate Badcock, Parish Administrator had agreed that she was happy to remain on furlough until the Government scheme comes to an end and meanwhile Vicky and Linda managing the administration. **Project Aurora –** Noel Becket, updated that the project had run for several years and we now had a

sum of money to spend. The Lighting had already been installed and there was enough money to spend on the remaining two priority items -the sound system and the visual system (projector and screen). PCC approved to invite APi Communications Ltd to install a new Sound and Vision System as described in their Quotation dated 5/12/19. Thanks were recorded to Noel for a successful grant application to Allchurches Trust for £2,700 which has helped boost funds for the Project and to the Working Party for their input. **Stewardship -** the annual letter would be going out as soon as the legacy leaflet had been printed. Donna was to join the Stewardship committee. **Safeguarding –** Carol Kidd had sent a report covering communication with Diocesan Safeguarding department during lockdown, processing of DBS certificates and training. A formal agreement to implement the House of Bishops' Safeguarding policies had been requested from each PCC and official wording was received and agreed. **Notice of the APCM,** to be held on Sunday 25th October at 2.30pm, was agreed. Elections would be held for 4 members to our Church Council and 3 representatives for Deanery Synod. These had been held over from the original APCM date. There were a number of people interested in standing. An update of the Electoral Role was in progress. New rules on the election of Deanery Synod representatives stipulating 2 terms (of three years) on and 1 year off start this year, so each of our current DS reps can continue for 2 terms if they wish. **Parish Magazine Advertising Rates** had not increased since 2018 but under current circumstances it was agreed that no increase would be made and rates be reviewed next September. The **Future of the Magazine** was discussed – it was currently being produced in an A4 PDF format so that it could be passed on to as many of our subscribers as possible by email and to honour those who had paid for advertising space. This had been a great success and various future options were put forward to reduce our carbon footprint - less paper, less electricity, less printing. No decision was made but advertisers and subscribers would be contacted for their thoughts. Written reports were received from the **Church Hall Sub-Committee Group** who had met to assess requirements for opening the Hall to both existing users and potential hirers. **Building and Fabric report** included actions taken during the closure of the church due to Covid-19, an update on the current sound system, the church roof and the forthcoming boiler service. **Churches Together -** all churches are maintaining digital live and video services with printable service sheets. There were many online opportunities for the wider communities to stay in touch with each other. Street Pastors for Hedge End were asking for more volunteers, and prayer time for new-build homes were continuing via Zoom. **Any Other Business** included the permanent closure of the Monday Lunch Club; this had been a great blessing to many people for many years and huge thanks were recorded to Maureen Cook and all those involved over the years. As there was considerable ongoing business to discuss Vicky suggested meeting again via Zoom on Tuesday 20th October.

Another meeting was held on **Tuesday 20th October via Zoom. 19 members were present, with one apology. September minutes were agreed, and PCC Decisions made during the period 15th September 2020 to 19th October by email were ratified:**

30th September	To give permission for video conferencing with young people in the context of a youth group leaders planning meeting - agreed.
30th September	Project Aurora - To authorise additional funds to be taken from the restricted account in order to go ahead with the quote from APi for £30,269.60 (due to updated model of amplifier and price updates due to Brexit) – agreed.

Matters Arising - Bishop Debbie had sent thanks for our generosity in paying the extra £2,000 towards the CMF. Myles Tyrrell had returned to play for Sunday services and would be back full-time in his position as Musical Director from the start of November when the furlough scheme was due to end. Kate Badcock, our Parish Administrator, would also resume her role including editing the Parish Magazine. **Project Aurora** - Noel Becket had placed the order with APi for the sound system and a deposit had been paid. The requirement for a socket near the front pews to facilitate live-streaming had been identified. Maureen Cook of the Lunch Club had been presented with some flowers which were greatly appreciated. A **Review of church life during the pandemic** took place, with the PCC asked to recognise and assess what had been happening during the past eight months and how we

might move forward. Positives included: Development of friendships and contact, being more connected through being online, interaction with the local community. Services and regular contact on-line was good with the Thought for the Week was appreciated. Through live-streaming, email and other forms of social media we were reaching many more people. Repeating the Sunday service on a Wednesday had enabled more people to attend. The church grounds had been used creatively with positive feedback from the wider community. People walking past noticed outdoor services and outdoor floral displays which was very positive. Things that had not been so easily addressed included contact with the younger church members and youth group, House Groups may be missed now the evenings are darker, we had not been able to visit people in their own homes as previously and also some contact with care homes had been lost. Linking up with other churches was difficult due to restrictions on current regulations. The gap left by not being able to meet members of both congregations between service would be addressed by a Zoom coffee morning. Although setting up for services now required more work by the clergy they were fortunate to have two priests and two LLMs. A variety of worship was offered with a broad congregation. There was a mixed reaction to the various forms of social media being used, but people use different options and there was always the delete button or opportunity to scroll through. We were catering for everyone and should carry on doing so. There was no adverse feedback on governance, with decision-making by email considered sufficient. **Parish Magazine -** cost implications of the change to mainly online would depend on how many of our advertisers continued to support us but this would weigh up against the saving made on stationery. The magazine will be produced as an A4 Colour PDF which will be distributed for free by email to subscribers. 10 issues per annum with double issues produced for Aug/Sep and Dec/Jan. The PDF version would be available on the website and via Facebook as well as being distributed via information emails. Advertisers will continue to be offered space in the magazine at the rates agreed each year. **APCM –** after discussions Vicky was now of the opinion that the APCM needed to be held on Zoom only. There would be a telephone option for attending and voting and Cathy Laird has volunteered to be the contact for this method. Updates on those standing for PCC and Deanery Synod were given. **Safeguarding policies** for annual re-approval were approved by all of the PCC with one abstention. An updated **Health and Safety policy** had been circulated, with the addition of Covid and Safeguarding sections. It was agreed to move the kitchen First Aid kit to the lobby and move the kit from the vestry into the main body of the church. The **Diocesan Whistle-blowing policy** which had been sent via the Diocesan Safeguarding department was received by the PCC. **Internet in Church;** Cathy Laird and James Wiseman would be helping Donna Matteucci with live-streaming of services in future to spread the workload. There was an urgent need to improve the Wi-Fi in church both for services and the use of the virtual collection plate/card reader. After discussions it was agreed that a PCC subgroup would investigate further, with an initial maximum budget of £750. **Data Protection –** no one came forward to be named Data Protection Officer (Donna was stepping down from the PCC). It was possible that Kate might be able to carry out these duties as part of her Parish Administrator role. **130th Anniversary of St James** – Financial gifts to the church this week were to be invited in thanksgiving for the 130th anniversary. Vicky thanked those retiring from the PCC and the meeting finished with the Grace.

In accordance with the CofE guidelines permitting the APCM to be held by 31st October 2020 at the latest, our annual report was published and the APM and APCM including election of Churchwardens, PCC members and Deanery Synod representatives, was held on 25th October 2020 on Zoom.

A second lockdown began on 5th November 2020 lasting until the end of the month; the church was again closed for public worship with services being held online.

The first meeting of the new PCC following the APCM was held on **Tuesday 24th November** via Zoom. There were 19 members present with one apology. Revd Vicky Maunder welcomed new members and **PCC appointments** not already agreed by email were confirmed. Each PCC member was asked to sign a copy of *the "PCC Member Trustee Eligibility Declaration"* and *"HMRC Fit and Proper Persons Declaration"* to be sent to the Vicarage. It was agreed that Donna Matteucci should still be kept informed of matters relevant to the PCC. **Matters arising** - Zoom coffee mornings were now being held regularly and a Wednesday evening bible study group had also been started. The children's group Ignite had met via Zoom. The APCM had been held by Zoom and feedback was positive. There had been no need to use the telephone voting system.

PCC Decisions made during period 20th September 2020 to 23rd November by email:

3rd November	PCC approval of appointments of PCC Secretary, Treasurer and Standing Committee.
	Furlough Scheme had been extended - agreed to keep Kate on furlough except for magazine editor role and for a couple of hours in December.
5th November	Church to be open from 10am to 12 noon every day with a steward except Sunday (when a service will be offered).
6th November	Following CofE guidance received and after consultation with our Health and Safety Officer, the Church Alive to move online and Morning Prayer to be held via Zoom at 9am every morning Tuesday - Friday. Weekly Zoom bible study with sheet offered.
	Drop in Zoom "Coffee meeting" on Wednesdays 10am - 11am.
11th November	Agreed to part-furlough Musical Director due to new restrictions. Myles to play only for the 9.30am Sunday services and also for a live streamed Advent Carol Service on Sunday 29th November.
	Approval for 3 charities to be supported by a HOPE Charity Christmas Card offered both in church and on-line.

Finance – the actual shortfall was considerably less than the predicted budget shortfall. The difficulty of predicting costs of maintenance had contributed to this. Diocesan Parish share (CMF) had also been reduced for 2021 which will also have an impact on the budgeted amount. For the budget for 2021 David had halved the budgeted full year amount for 2020. Costs and possible online donations were difficult to ascertain. Fundraising was difficult in these uncertain times. Although we would not be in a very good position at end 2021 it would possibly be a lot better than other churches throughout the country. The budget was proposed and agreed. **Fees Review-** the majority of fees would remain as current and reviewed in due course with the exception of an increase for the organist for weddings and funerals by £5 per event, based on RSCM guidelines. The fees review was proposed and agreed by the PCC. **Furlough Scheme / Services in church -** public worship could resume after 2nd December although the exact details were not yet available. Church Alive would continue on Zoom. For other services in church we would await official guidelines and proceed with caution. The furlough scheme has now been extended until March 2021. Myles had been furloughed back to Sundays only during the second lockdown as there had been no choir rehearsals during that time and no public worship. It was agreed to continue with part-furlough of Myles for the time-being. Kate continued to be furloughed for her Admin role, but was now back as magazine editor. However some Admin tasks were not being covered and a flexible part-furlough just in December was suggested and agreed. Completion of the mission statistics would be need to be completed by the end of January but would be completely different for 2020. Vicky reported on **Living in Love and Faith**; CofE guidance which looks at the issues of sexuality, relationships and marriage. Online courses and material had been produced which Brenda Holden would be studying and recommending how we respond as a parish, although online access was available for everyone. Vicky highlighted all the plans that we were making for **Christmas** including a Nativity Trail, Stars in the community, an alternative Christmas Tree Festival and online Christingle among others. **Internet in church -** a new cable would be installed from the vestry into the church and a booster may be needed to enhance the signal. A **Project**

Aurora update was given but work has now been postponed. **Building and Fabric** update included work to the hall floor, hall roof and fire extinguishers. The PCC agreed to PAT tests at under £300 and 5 year Electrical inspections at £912 plus VAT which were required. It was suggested that both these regular expenses be factored into the budget. A **Deanery Synod** update following the recent meeting included that everywhere was short of money, several vacancies in parishes in the deanery and possible re-deployment to take place in due course. **Safeguarding** - all were reminded that they should carry out or renew their three-yearly online training. **Church Magazine** - Kate has now been taken off furlough for the magazine editing part of her role. Some advertisers had paid and the total of unpaid adverts will reduce our budget figure deficit. A request was made for a few printed copies of the magazine to be available at the back of the church. **Churches Together -** Street Pastors was currently not very well supported and needed four volunteers. **HOPE** minutes had been circulated which detailed projects for Christmas and the coming year. Charities had been agreed for the Christmas Card and agreed by PCC. There being no other business, the meeting finished with the Grace.

Copies of all the reports, documents and meeting minutes mentioned in the above are available from the PCC Secretary on request.

Church Statistics for 2020* (Previous year figures are recorded in brackets)	**2020**	**2019**	**2018**	**2017**	**2016**	**2015**	**2014**
Baptisms	5	(39)	(38)	(34)	(34)	(39)	(47)
Confirmations	0	(0)	(0)	(7)	(0)	(0)	(4)
Weddings	4	(14)	(15)	(13)	(13)	(13)	(21)
Funerals & Burials	9	(20)	(12)	(15)	(15)	((17)	(19)

* Unfortunately because of the Covid pandemic reliable statistics for services are not available this year. For much of the year public worship was either suspended or congregation numbers were restricted and statistics for online worship aren't known. .

Financial Review:-

The statements of accounts are on the following pages. This is a very brief summary:-

Of course, it goes without saying, that all our finances have been adversely affected by the Covid-19 Pandemic.

General Fund

We were extremely lucky that in 2020 our voluntary income was much the same as 2019 after taking into account the generous Legacy gift received for £10,000 in 2019. Our collections at services were greatly reduced mostly due the lack of weddings and funerals taking place in church and the lack of visitors at services. We are extremely lucky that over 80% of our regular congregation give via the Parish Giving Scheme and we are fortunate that everyone was able to maintain their levels of giving through difficult financial times, thank you all!

Church Activity revenue was lower than the previous year due to less Parochial fees and trading. The total figure for 2020 is confusing as this heading includes the furlough grants we have received in respect of our furloughed Director of Music and Parish Administrator. Activities for generating funds were significantly reduced as planned fundraising events had to be abandoned. Overall our total

income in 2020 was £ 6,429 lower than in 2019, again after taking into account the Legacy gift received in 2019.

At the end of 2020 we had 55 members giving regularly through the Parish Giving Scheme (PGS) which was one more than at the end of 2019. We would still like to encourage any of our members who haven't joined this scheme yet to please consider doing so, especially those who use the yellow gift aid and weekly envelopes on a regular basis or the few still on the old standing order arrangement. It has been very useful during some very lean months to know that the PGS donations were coming in on a monthly basis.

Thank you to those of you not on PGS who switched your giving during lockdown to the online giving portal through Give a Little/Sumup. We very much hope that you will continue to use this method in the future (or preferably sign up to PGS!).

Our general costs (church activities cost) in 2020 were £ 85,236, ie. £ 7,352 less than in 2019. This was partly due to reduced utility bills and a reduction in printer costs due to the parish magazine not being printed for most of the year. Our Parish Share also increased by £2,151 (3.4%) to £ 64,548.

The overall result in 2020 meant that £ 7,887 was taken from reserves to sustain our Ministry through a difficult year. We face another tough financial year in 2021 with a budgeted shortfall of £10,000. If there are any of you who haven't considered an increase in your giving recently or to the 50% of PGS givers who haven't inflation linked their donations then please do consider doing so.

Hall Account

In 2020 the church hall finances were seriously affected with a shortfall of £ £1,291 as the hall was closed for 9 months of the year.

Restricted Account

Financial transactions for The Friends of St.James', the Flower Fund, the Organ Fund and the HOPE Committee are all recorded through this account. During the year most of the various fundraising events had to be cancelled.

We have more or less come to the end of our fundraising for the Aurora (Lighting, Audio-visual and decorating) project, the lighting part of the project is completed and we have paid a deposit for the Audio-Visual work which will completed as soon as possible after lockdown restrictions have been lifted.

The Parochial Church Council would like to thank you all for your generous support again during 2020.

Approved by the PCC on 23rd March 2021 and signed on their behalf by Revd Vicky Maunder (PCC Chairman)

Signed: **Date: 23rd March 2021**

West End P.C.C of St.James'

Statement of Financial Activities

For the year ending 31 December 2020

	General Fund	General Fund	Hall Fund	Restricted account	200 Club account	Fees account	Consolidation adjustment	2020 Total Funds	2019 Total Funds
	Unrestricted funds	Designated funds	Designated funds	Restricted funds	Restricted funds	Restricted funds	(see note 13)		
	£	£	£	£	£	£	£	£	£
INCOMING RESOURCES									
Voluntary income	66,881	8		4,922				**71,811**	110,303
Church activities	10,244		2,120	300	1,250	6,253	-3,477	**16,690**	33,940
Activities for generating funds	750			2,521				**3,271**	20,130
Income from investments	14		10	32				**56**	95
TOTAL INCOMING RESOURCES	77,889	8	2,130	7,775	1,250	6,253	-3,477	**91,828**	164,468
RESOURCES EXPENDED									
Church activities	85,030	206	3,421	14,531	1,250	5,882	-3,477	**106,843**	110,239
Costs of generating funds	68			21				**89**	1,228
Governance costs	480							**480**	480
Charitable activities	0			942				**942**	1719
TOTAL RESOURCES EXPENDED	85,578	206	3,421	15,494	1,250	5,882	-3,477	**108,354**	113,666
NET INCOMING/OUTGOING RESOURCES BEFORE TRANSFERS	-7,689	-198	-1,291	-7,719	0	371	0	**-16,526**	50,802
Transfers between funds									
From Restricted to General - repayment of Project Aurora costs 2017/2018	19,158	0	0	-19,158	0	0	0	**0**	0
Brought forward as at 1st January 2020	3,372	18,539	14,444	57,147	0	2,562	0	**96,064**	45,262
Carried forward as at 31st December 2020	14,841	18,341	13,153	30,270	0	2,933	0	**79,538**	96,064
Note:- A full analysis of the individual accounts are found on pages:	16	16	17	18	19	20			

West End PCC of St.James'

Balance Sheet as at 31st December 2020

	General Account	General Account	Hall Account	Restricted Account	Fees Account	200 Club Account	**2020 Total Funds**	2019 Total Funds
	Unrestricted Funds	Designated Funds	Designated Funds	Restricted Funds	Restricted Funds	Restricted Funds		
	£	£	£	£	£	£	£	£
Monetary Assets								
Bank Current Accounts	786	0	505	626	2,933	0	**4,850**	32,933
Bank Liquidity Accounts	14,055	18,341	12,648	29,644	0	0	**74,688**	63,131
Total Monetary Assets	**14,841**	**18,341**	**13,153**	**30,270**	**2,933**	**0**	**79,538**	96,064
Debtors (See page 21)								
HMRC Charities Tax claim -4th Qtr 2020	879			12			**891**	1,049
Church Hall Letting fees			0				**0**	320
Total Debtors	**879**	**0**	**0**	**12**	**0**	**0**	**891**	1,369
Total Current Assets	**15,720**	**18,341**	**13,153**	**30,282**	**2,933**	**0**	**80,429**	**97,433**
Creditors (see page 21)								
Independent Examiner fee	540						**540**	480
Payments due to Missions				504			**504**	455
Wedding deposits					2,933		**2,933**	2,562
Church hall security deposit			50				**50**	50
Total Creditors	**540**	**0**	**50**	**504**	**2,933**	**0**	**4,027**	3,547
NET CURRENT ASSETS	**15,180**	**18,341**	**13,103**	**29,778**	**0**	**0**	**76,402**	**93,886**

See note 1 and 2

Non monetary assets
Inventory assets i.e furnishings, fittings and equipment including a Photocopier and various garden machinery, for Ecclesiastical use, are vested in the Vicar and Churchwardens as custodian trustees.

Signed

David.J.Forster
PCC Treasurer 15/02/2021

West End P.C.C of St.James'

General Fund - Receipts and Payments Account (Unrestricted & designated funds)

For the year ended 31 December 2020

		2020		2019	
		£	£	£	£
Receipts					
Voluntary income					
Planned giving - gift aided		44,997		38,920	
Gift aid envelopes - one offs		1,748		3,654	
Income tax recovered on gift aided giving		12,409		12,878	
Planned giving - non-gift aided		2,362		2,522	
Collections at services		1,924		5,748	
Collections at Pathfinders		44		36	
Legacy Gifts (designated)		8		10,000	
Donations		3,397	66,889	3,362	77,120
Church activities					
Parish magazine sales & advertisements		2,641		2,399	
Parochial fees		2,491		6,763	
Heating fees		60		744	
Video fees		0		100	
Refreshment donations		127		649	
HMRC - Furlough grants		4,695		0	
Quinquennial inspection cost recovered		0		1,067	
Trading (Books, Votives, Concert lettings etc)	See note 3	230	10,244	1,168	12,890
Activities for generating funds					
Christmas Fayre 2019		0		2,834	
Carnival barbeque		0		1,455	
Other - Table top sale & Teas in a bag		750	750	0	4,289
Income from investments					
Bank Interest			14		27
TOTAL RECEIPTS			77,897		94,326
Payments					
Church Activities					
Diocesan Common Mission Fund (CMF)	See note 4	64,548		62,397	
Churches Together/Deanery Synod subs		0		40	
Clergy expenses	See note 5	138		737	
Church running expenses - Insurance		3,000		3,030	
Church running expenses - gas & electric	See note 6	4,174		5,860	
Church maintenance		471		1,149	
Upkeep of services		1,026		1,075	
Upkeep of churchyard		0		894	
Photocopier & paper costs		586		1,576	
Temporary nave lights		0		714	
Organist & relief organists		6,024		6,120	
Choir & music		257		484	
Support costs - admin & stationery	See note 7	583		3,777	
Support costs - Parish administrator		3,182		3,120	
Support costs - Parish magazine		489		0	
Support costs - Childrens work		104		646	
Outreach work & books		211		249	
Communications		0		50	
Pmap initiatives		0		368	
Refreshment supplies		113		282	
Bank charges		12		20	
Sun-up charges (ref online donations)		68		0	
Banns fee refund		44		0	
Silver wafer box repairs (from legacy donations)		206	85,236	0	92,588
Costs of generating funds					
Fundraising costs	See note 8		68		735
Governance costs					
Account examination fees			480		480
TOTAL PAYMENTS			85,784		93,803
EXCESS (-SHORTFALL) RECEIPTS OVER PAYMENTS			-7,887		523
Bank Account as at 1 January 2020 / 2019			21,911		21,388
Transfer from Restricted a/c - repayment for Project Aurora 2017/2018 costs			19,158		0
Bank Account as at 31 December 2020 / 2019			**33,182**		**21,911**
Balance represented by:	Unrestricted funds		14,841		3,372
	Designated funds		18,341		18,539
			33,182		**21,911**

West End P.C.C of St.James'

Church Hall - Receipts and Payments Account (Designated funds)
For the year ended 31 December 2020

		2020		2019	
Receipts		£	£	£	£
Church activities					
Hall letting Fees		2,020		9,188	
Security deposits		100	2,120	0	9,188
Voluntary income					
Security deposits			0		0
Income from investments					
Bank Interest			10		19
Total Receipts			2,130		9,207
Payments					
Church activities					
Church Hall running costs					
Gas		799		1,060	
Electricity		593		893	
Water Rates		303		503	
Insurance		333		337	
Performing Right Licence		0		163	
Refuse collection service		332		322	
Fire Extinguisher servicing		36		0	
Sundries	See note 9	139		261	
Building repairs & maintenance	See note 10	464		198	
Cleaner		252		1,195	
Cleaning Materials		70		217	
Refund security deposits		100		0	
Administration costs		0	3,421	14	5,163
Total Payments			3,421		5,163
Excess(-shortfall) Receipts over Payments			-1,291		4,044
Bank Account as at 1 January 2020 / 2019			14,444		10,400
Bank Account as at 31 December 2020 / 2019			**13,153**		**14,444**

West End P.C.C of St.James'

Restricted Account - Receipts & Payments (Restricted Funds)
For the year ended 31 December 2020

	2020		2019	
	£	£	£	£
Receipts				
Voluntary income				
Donations - Project Aurora	4,105		27,161	
Donations - Flower Fund	330		100	
Donations - HOPE work	40		50	
Donations - Friends of St.James' (subs)	0		280	
Income Tax recovered on Gift Aid-Friends donations	0		50	
Income Tax recovered on Aurora Gift Aided donations	444		5,168	
Income Tax recovered on HOPE Gift Aided donations	3		0	
Collection at Collation service	0	4,922	324	33,133
Church activities				
Fees - Organ fund	70		875	
Fees - Flower fund	230		1,770	
Social Group receipts	0	300	101	2,746
Activities for generating funds				
HOPE committee events	969		1,503	
Fundraising event for HOPE (Seder meal)	0		119	
Project Aurora fundraising events	557		13,795	
200 Club fundraising - for Aurora Project	995	2,521	424	15,841
Income from investments				
Bank interest		32		49
TOTAL RECEIPTS		7,775		51,769
Payments				
Church Activities				
Friends of St.James' - Garden bins	0		140	
Social Group - cost of events	0		94	
Social Group - transfer of surplus to PCC general a/c	0		7	
Flower Fund - cost of flowers etc	1,109		1,554	
Organ Fund - organ tuning & repairs	620		518	
Organ Fund - humidifier servicing & repairs	472		453	
Project Aurora - Lights & AVC deposit	12,330		0	
Music Fund - Piano cover	0		180	
Winchester DBOF - Bishops Ordination Fund	0	14,531	324	3,270
Fund-raising trading costs				
Hope - fundraising costs (Seder meal)	0		86	
Project Aurora - fundraising costs	21	21	407	493
Charitable Activities				
HOPE - payments to mission partners & charities (See note 11 for details)		942		1,719
TOTAL PAYMENTS		15,494		5,482
Excess (-Shortfall) Receipts over Payments		-7,719		46,287
Bank account as at 1 January 2020 / 2019		57,147		10,860
Transfer to General Fund (Repay Project Aurora 2017/2018 costs)		-19,158		0
Bank account as at 31 December 2020 / 2019	(Note 12)	**30,270**		**57,147**

West End P.C.C of St.James'

200 Club - Receipts and Payments Account (Designated funds) (see note 13)
For the year ended 31 December 2020

	2020		2019	
	£	£	£	£
Receipts				
Church activities				
200 Club monthly subscriptions		1,250		625
Voluntary income				
Bank compensation		0		50
Total Receipts		1,250		675
Payments				
Church activities				
Monthly cash prizes	501		251	
Surplus to Aurora fund	749	1,250	424	675
Total Payments		1,250		675
Excess(-shortfall) Receipts over Payments		0		0
Bank Account as at 1 January 2020 / 2019		0		0
Bank Account as at 31 December 2020 / 2019		**0**		**0**

West End PCC of St.James'

Fees Account - Receipts and Payments (Restricted Funds) (see note 13)
For the year ended 31 December 2020

	2020 £	2019 £
Receipts		
Church activities		
Winchester Diocesan Board of Finance (Priest Fees)	2,155	5,285
Visiting Priests fees	0	179
Priests Travel fees	60	170
PCC Fees - General	2,308	6,763
PCC Fees - Heating	120	744
PCC Fees - Video	0	100
Wedding deposits collected	996	9,821
PCC Fees - Organ Fund	70	875
PCC Fees - Flower Fund	230	1,770
Organist Fees	154	2,321
Verger Fees	160	960
Donations	0	39
TOTAL RECEIPTS	6,253	29,027
Payments		
Church activities		
Winchester Diocesan Board of Finance (Priest Fees)	2,155	5,285
Visiting Priests fees	0	179
Priests Travel fees	60	170
PCC Fees - General	2,308	6,763
PCC Fees - Heating	120	744
PCC Fees - Video	0	100
PCC Fees - Organ fund	70	875
PCC Fees - Flower Fund	230	1770
Organist Fees	154	2,321
Verger Fees	160	960
Wedding deposits redeemed	625	9,753
Cancelled wedding deposits trf to PCC	0	120
Donations trf to PCC	0	39
TOTAL PAYMENTS	5,882	29,079
Excess (-Shortfall) Receipts over payments	371	-52
Bank account as at 1 January 2020 / 2019	2,562	2,614
Bank account as at 31 December 2020 / 2019	2,933	2,562

West End PCC of St.James'

Analysis of Debtors 31/12/20

General Account	
HMRC Charities -Tax recoverable on Gift aided donations - 4th quarter 2020	878.51
	878.51
Restricted Account	
HMRC Charities -Tax recoverable on Gift aided donations - 4th quarter 2020	12.50
	12.50
Total Debtors as at 31/12/20	**891.01**

Analysis of Creditors 31/12/20

General Account	
Independent Examiners Ltd - Fee for 2020 review	540.00
	540.00
Hall Account	
Church hall letting deposit - Paula Medway/Zumba - paid 7/6/14	50.00
	50.00
Restricted Account	
Balance of HOPE Committee fundraising to be paid 2021	504.20
	504.20
Fees account	
Advance Wedding Deposits 2021/2022	2,932.75
	2,932.75
Total Creditors as at 31/12/20	**4,026.95**

West End PCC of St.James' - Notes to the financial statements

For the year ended 31 December 2020

1. Accounting Policies

The Financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards. In preparing the financial statements the PCC follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015).

The financial statements have been prepared under the historical cost basis of accounting in accordance with the Charities Act 2011 and in accordance with applicable accounting standards, except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not normally invest separately for each fund.

Incoming resources

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The Diocesan CMF (Common Mission Fund) (formerly known as parish share) is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognized when it incurred and is accounted for gross.

Balance Sheet

The following assets are recognized but not necessarily valued in the Balance Sheet:-

Consecrated and beneficed property is excluded from the accounts by s.10(2) of the Charities Act 2011.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property and listed in the church's inventory, which can be inspected (at any reasonable time). All expenditure incurred during the year on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1,000.

Investments are valued at market value at 31 December.

The following assets are recognized and a monetary value given as part of the description in the Balance Sheet:-

Amounts owing from HMRC (Her Majesty's Revenue & Customs) where a formal claim has been made.

Any other amounts owing to the PCC including Church Hall lettings and insurance claims.

Legacies where formal notification of entitlement and amount has been received at 31 December by the PCC.

Closing bank balances as shown in the receipts and payment accounts.

The following liabilities are recognized in the Balance Sheet:-

Any loans or overdrafts advanced to the PCC.

Creditors for goods and services where the supply has been received but not invoiced by 31 December.

Payments due to Mission partners/Charities where fundraising events have taken place as part of the current yearly projects but not yet paid out to the missions/charities.

Fees for Pastoral services conducted (Marriages and Funerals) but not yet paid out.

Advance Marriage fees collected for payment out in the next financial year.

2. Investments

There is a total value of £ 199,086.04 (£185,923.44 - 2019) invested with the Central Board of Finance of the Church of England. This relates to the old West End National School. This investment is for the purpose of St.James' Primary School, West End only AND CANNOT BE USED BY THE CHURCH. The trustees of this investment are the Vicar and the Churchwardens. The investments are valued at market value at 31st December.

3. Church Activities - Trading

	2020	2019
Children's activity mornings	£ 0	£ 73
Hire of church for concerts	£ 0	£ 620
Copying service revenue	£ 0	£ 1
Votives	£ 100	£ 318
Lent book sales	£ 130	£ 116
Other	£ 0	£ 40
Total	**£ 230**	**£ 1,168**

4. Diocesan CMF (Common Mission Fund) (formerly Parish Share)

The 2020 CMF of £ 64,547.64 was paid in full. There was an increase of £ 2,150.38 compared to 2019. For 2020 the CMF was again calculated at Deanery level under a system which takes into account the Church Membership of a parish and the Affluence category of the parish (for St.James' category D - evenly placed).

5. Payments to PCC Members

The following payments have been made to PCC members or related parties during the year:-

Revd. L.Galvin	£ 138	for expenses of office	(£ 737 in 2019)	
			2020	2019
Mrs.Kate Badcock	£ 490	for Parish Magazine support role	(£ 0 in 2019)	

No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties. No material transaction took place between the PCC and a PCC member or any person connected to them.

6. Church Running Expenses – Gas & Electricity

	2020	2019
Gas	£ 2,396	£ 3,181
Electricity	£ 1,778	£ 2,679
Total	**£ 4,174**	**£ 5,860**

7. Support Costs – Administration & Stationery

	2020	2019
Stationery/Printer ink	£ 258	£ 217
Postage	£ 30	£ 32
Weekly & Gift aid envelopes	£ 0	£ 89
Other	£ 10	£ 64
Dropbox	£ 96	£ 96
Shredder	£ 0	£ 31
Wifi	£ 117	£ 102
Gratuity/gifts	£ 37	£ 51
Records shredding	£ 0	£ 93
Data Protection fee (ICO)	£ 35	£ 35
Priest recruitment/collation costs	£ 0	£ 448
Laptop computers	£ 0	£ 2,519
Total	**£ 583**	**£ 3,777**

8. Fundraising trading costs

	2020	2019
Carnival barbeque	£ 0	£ 522
Christmas Fayre	£ 0	£ 213
Cream tea in a bag costs	£ 50	£ 0
Events box stationary	£ 18	£ 0
Total	**£ 68**	**£ 735**

9. Church Hall Sundry costs

	2020	2019
Replacement path/car park light	£ 139	£ 187
Sanitary bins	£ 0	£ 39
Water heater filter	£ 0	£ 35
Total	**£ 139**	**£ 261**

10. Church Hall building repairs & maintenance

	2020	2019
Light bulbs	£ 0	£ 48
Heating servicing/repairs	£ 57	£ 0
Miscellaneous	£ 0	£ 15
Socket repairs	£ 0	£ 15
Pipework repairs	£ 0	£ 120
Floor repairs	£ 82	£ 0
Replace ridge tiles	£ 325	£ 0
Total	**£ 464**	**£ 198**

11. Analysis of payments made to Missions partners and Charities from Restricted funds

	2020		2019
The Salvation Army	£ 86	The Salvation Army	£ 96
The Society of St.James'	£ 86	The Society of St.James'	£ 96
Breast Cancer Haven	£ 0	Breast Cancer Haven	£ 96
Wessex Countess Mountbatten House	£ 85	Wessex Countess Mountbatten	£ 96
Rainbow Trust	£ 85	Rainbow Trust	£ 0
Safe Families for Children	£ 0	Safe Families for Children	£ 450
Medicins sans Frontiers	£ 300	Medicins sans Frontiers	£ 450
Fine Cell Work	£ 300	Fine Cell Work	£ 0
Christians against poverty (Lent appeal)	£ 0	Christians against poverty	£ 195
West End Lunch Club	£ 0	West End Lunch Club	£ 50
Hedge End Street Pastors	£ 0	Hedge End Street Pastors	£ 50
West End Youth club	£ 0	West End Youth Club	£ 50
Love Harefield	£ 0	Love Harefield	£ 50
Christian Aid	£ 0	Christian Aid	£ 40
Total	**£ 942**	**Total**	**£ 1,719**

In addition to the above monies raised, during 2020 St.James' paid directly into the bank account of The Children's Society £ 185.03 collected at our Christingle services and £ 124.82 from the Children's Society home boxes. Unfortunately during 2020 we were unable to raise funds for Christian Aid as we usually do due to the Pandemic but instead highlighted the online giving options for them.
The funds collected and payments made from the 2020 Charity Christmas card (£265.50) will be shown in the 2021 accounts.

12. Analysis of Restricted Account balance

Balance by fund:-	2020	2019
Building & Fabric	£ 2,922	£ 2,890
Project Aurora	£ 20,914	£ 46,301
Friends of St.James'	£ 2,793	£ 2,793
Flower Fund	£ 726	£ 1,275
Missions/HOPE	£ 504	£ 455
Music Fund	£ 519	£ 519
Organ Fund	£ 1,892	£ 2,914
Total	**£ 30,270**	**£ 57,147**

13. Consolidation adjustment: Fees account & 200 Club account (Restricted funds)

The Fees account is specifically used to record the collection of fees due for marriages and funerals and other occasional offices. The receipts are collected into this account and then payments made to the various recipients of these fees. This account is also used to record deposits taken for future marriage bookings. The PCC's portion of these fees are then transferred into the relevant account (see general and restricted accounts). In order to avoid the reporting of income and expenditure twice, an adjustment column has been added to the Statement of Financial Activities (SOFA) to adjust for this. In 2020 this equated to £ 2,728.00. The 200 Club surplus of £ 749.00 was also transferred into the Restricted account, giving a total adjustment of £ 3,477.

14. Risk Assessment

The PCC actively reviews the major risks which the church faces on a regular basis and believe that maintaining reserves, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The PCC have also examined the operational and business risk which they face and confirm that they have established systems to mitigate the significant risks.

15. Reserves policy

The PCC has now adopted a formal policy on reserves which is: "St.James' Church West End aims to keep uncommitted net financial assets in the range between the equivalent of 3 and 6 months average routine costs and promises to take corrective action within 3 months if uncommitted net financial assets fall outside these limits."
Receipts and payments are reviewed on a bi-monthly basis by the PCC via Finance reports distributed by the Treasurer.

16. Public Benefit

The PCC acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the PCC annual report. The PCC confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities they should undertake.

Vicar's report and reports from Churchwardens and other organisations associated with St James

(Please note that any accounts mentioned hereafter do not form part of the audited accounts)

VICAR'S REPORT

What a year 2020 has been. A year of tragic loss that will be remembered in the history books. I don't think we can underestimate the enormity of what the world has been through (and is still going through) and the impact of the Covid pandemic will be with us for a very long time.

2020 began as any other year and on 1st February we held a vision morning to begin the process of discerning how we might move forward as a church. But on 23rd March, the Prime Minister announced a national lockdown because of the pandemic and for the first time St James' Church building was closed for services with the hall also closed. The rest of the year was dominated by the pandemic.

Our worship moved online, technology providing a valuable virtual space to be together. Initially we offered recorded and Zoom services and latterly we livestreamed services from the church. For those not online we provided worship material to use at home. Thank you to the ministry team (Revd Linda, Carol, Alan, David and Mike) for rising to these challenges and to those who have battled with the technology which has been such a steep learning curve, particularly to Donna Matteucci, Revd Linda, and Carol.

When restrictions allowed, we were able to have the church open with a steward present for people to visit for private prayer. Thank you to the Churchwardens (Jan and Scott), to Steve Wiseman our Health and Safety officer, Noel Becket our Buildings Officer, and to the Standing Committee for wrestling with Covid guidelines and risk assessments. We were able to have some in person services over the summer with restricted numbers and we also held some outdoor Church Alive services and trialled some monthly Forest Church services.

Through such a difficult time connection and support was vital and thank you to our Pastoral Coordinator Carol Kidd for setting up the Buddy Scheme to connect people and provide valuable support.

We utilised social media and our website to connect with the wider community and sent out regular e-mails with reflections and notices to keep the church family connected. For those in our church congregation who are not online we maintained contact through phone calls and letters.

With the church building closed for several months we took the opportunity to use the beautiful church grounds to display prayers and reflections for those walking by to engage with. Thank you to those who look after the church grounds (Patrick Whitbourn, Alan and Maura Knights) and also to Sue Overell, Lyn Spratt and the Flower Team who prepared a number of lovely displays that have lifted people's spirits.

We supported Eastleigh Basics Bank and Hedge End Food Bank throughout the year with often weekly donations and the church was briefly a collection point for donations for West End Coronavirus Support Group.

We reached out to our young people and children when restrictions allowed with an advent calendar to open at home in December, Christingle bags, and with online and in person Diddy Disciples services and online youth group gatherings.

We were very blessed to have Alan Jenkins re-join the ministry team in September and on 25th October we welcomed Bishop Debbie to celebrate the 130th anniversary of the church.

It was a very difficult year. We need time to lament and grieve for all that was lost and to consider how we are called to move forward and what we have learnt. We are not the same people or church community that we were, and we can't go back, only forward. But we know that God is with us and our Easter hope is that God can bring new life and new possibilities out of the hardest of experiences. So although the future holds much uncertainty, we face it with courage, faith and generosity, moving forward as God's pilgrim people.

A sincere thank you to everyone who has offered their gifts and time to our church life over this strange year, and particular thanks to Jan Barrett who is stepping down as Churchwarden and Margaret Baker who is stepping down as Church Hall Manager. Both have offered dedicated service for a number of years for which we are very grateful.

Revd Vicky Maunder

CHURCHWARDEN'S REPORT ON THE FABRIC AND FURNISHINGS OF THE CHURCH

This year has been unlike any other known with the COVID-19 Pandemic forcing the church to be closed between March and June. We are pleased to be able to report that during this period of time it has been possible to continue to carry out necessary maintenance on our church buildings to keep them in good repair.

We are grateful to our experienced Buildings Officer, Noel Becket, who has managed the jobs needed to maintain the beauty and safety of our church. The key works carried out include:

Feb 20: All high-level lights replaced with LED lights

Mar 20: 2 back pews moved to side aisles with an Archdeacon's licence

Sep 20: Central heating in Church and Hall serviced
Hidden gullies cleared

Oct 20: Church and Hall – Fire Extinguishers serviced
Hall drains checked and cleared

Nov 20 Rising hall floor tiles re-secured with glue
4 freestanding pews removed (2 to hall, 2outside)

Dec 20 Lower gutters and downpipes cleared and checked
Some tiles replaced on church roof

During 2020 the organ was tuned and the humidifier and blower were serviced.

The Standing Committee, with our Health and Safety Officer (thanks to Steve Wiseman for his time given to this role) and Buildings Officer, have been constantly reviewing the health and safety guidance available on the safe use of the church buildings throughout the pandemic to ensure that, when appropriate, they have been Covid-secure and safe to use.

We are very grateful for all those who volunteer their time to keep the church buildings and grounds in good order and welcoming; we would like to extend a special thanks to Patrick Whitbourn and Alan Knights who have been working throughout the year to keep our churchyard so tidy and welcoming.

Janet Barrett / Scott Langridge

CHURCHES TOGETHER

CHURCHES TOGETHER

The group have been supporting and encouraging one another throughout this 'interesting year' and learning a new way of meeting bi-monthly together through Zoom. Churches have been presenting services through live stream and video from homes, gardens and community areas. New challenges have been met and creatively developed to maintain and increase contact within and across our communities.

The three CT projects of, Street Pastors, Praying for and Welcoming New Neighbours, Healing on the Street, have all found adapted ways to continue with regard to regulations of lockdown. There is a need for more street pastors to maintain a weekly rota. It is a great way to take the gospel onto the street.

Food Banks and CAP centres – both Eastleigh Basics Bank and Hedge End, have continued with seeing a greater demand and both have supported West End residents. The community led referral group have been accepted as volunteers by Eastleigh Basics Bank.

Media made available specifically for Advent Adventure Days was used by several churches for their own web sites.

A WWDP bible study was held with participants joining in from Romsey, Southampton and Chandlers Ford. Streamed services were available from multiple digital sites. We are still aiming to hold a service at St. James when lockdown regulations have eased.

Southampton House of Prayer, (SO HOP), has begun a new initiative called Pray 168. They are seeking volunteers to sign up for one hour a week to keep the whole area of Southampton in prayer. To date 60 out of 168 hours have been assigned.

Several churches were preparing outreach through Alpha courses.

Looking to the wider area a borough wide celebration was held at beginning of 2021 via Zoom. It is proposed to look forward to a borough wide celebration for TKC during the days between Pentecost and Ascension Day 2021.

For the future the Christian Unity service normally held in January has been postponed and will be held later in 2021. There is also a proposal to collectively remember the Covid19 Pandemic with the nation coming towards a time of relaxing the lockdown regulations.

Jane Castle

DEANERY SYNOD REPORT

Elected members: Carol Kidd, Geoff Holden and David Forster (the latter replaced by Diana Barnes after the APCM last October).

Many thanks are due to David for his stalwart service on the Synod over many years.

In 2020 there were two meetings of the Eastleigh Deanery Synod, the first one being in person and the other by Zoom.

At the first meeting at St Boniface, Chandlers Ford in February, it was announced that the Rector of Bishopstoke, Richard Wise had been appointed Area Dean for a period of 5 years. All parishes were congratulated on paying their full contribution to the Common Mission Fund in 2019. There was much discussion on the Diocesan plans to redeploy clergy so that paid posts would be more concentrated in urban areas. Eastleigh Deanery was likely to retain the same overall number of stipendiary clergy.

Soon after this meeting, of course, the upsurge in the number of coronavirus cases led to lockdown and many changes to our lives and church activities.

The second meeting took place via Zoom in November. It being the first meeting of a newly elected Synod, officials were appointed. Danny Stupple was reelected Lay Chair. There were no nominations for Secretary. (Subsequently, Linda Galvin volunteered to draft the minutes.) Deployment of clergy was a big issue since the filling of vacancies had been frozen because of the lockdown and this freeze would only be released gradually from January 2021 onwards.

The final financial outcome for 2020 revealed that 9 out of 12 parishes (including ourselves) in the Deanery had paid their full contributions to the Common Mission Fund and the Diocese had been left with an overall shortfall of over £1 million. At the time of writing, I have not heard how the Diocese plans to cope with the financial deficit.

Geoff Holden
On behalf of St James' Deanery Synod representatives

FLOWER ARRANGERS' REPORT

Flower Team Diary 2020:

Tuesday 7th January - remove Christmas decorations and flowers

Wednesday 8th January - meeting with Rachel

Sunday 12th January - Norie going to Japan

Tuesday 14th January - Joan back from America

Saturday 1st February - Vision meeting church hall

Saturday 8th February - Christmas Tree meeting

Sunday 16th February - June & Rita return from holiday

Tuesday18th February - Sue O away to Madeira

Saturday 7th March - Wedding Meeting with Linda and brides and not a mask in sight…

Then all change – lockdown - no going away, no meetings then everything on hold!

Quite a start to the year!

Weddings few and far between, no Easter in Church, but we arranged an Easter tree for the church doors (that were now locked) and installed the Easter Garden in the churchyard. Pew ends were arranged for the benches, with the NHS blue colours as a thank you.

The response was very good so Vicky and Linda came up with the idea of using the churchyard for the Festivals we could no longer hold in the church. So the flower team started a new way of working, keeping our distance, wearing masks and working outside in all weathers. One of the main factors we were very aware of was that there was very little money to spend on flowers. So we used a lot of foliage and asked for help and donations for blooms, we had some very supportive suppliers who donated and we used what was in our gardens and on our allotments and the community were very supportive. It really is amazing what you can achieve when you love what you are doing.

So after a really busy successful 2019, we still managed a very good – although totally different – 2020. We had Ascension flowers, then the story of St James for the Patronal Festival in July, a Mini Scarecrow Festival and Harvest arrangements displayed outside, with support again from the community and the Allotment Association donating not only flowers but produce as well. Then there was all the knitting and crocheting of poppies for the War Memorial and a huge display for Remembrance again in the churchyard, as we were not able to have everyone in church. This was managed by Sue Fitch with much participation from the Community.

It was also to have been the year for our Christmas Tree Festival, but this again was to be put on hold. However we couldn't not do anything, so a Nativity scene was erected in the churchyard with a small number of trees, one of

which was the Community tree with decorations made by everyone. There were also boards around West End and Harefield telling the Christmas story.

As the lockdown was eased slightly over the Christmas period, we were able to decorate inside the church, putting archways up both inside and outside and supplying arrangements for the window sills, as well as pedestals. It all looked beautiful and was such a lift for everyone's spirits. I suppose for the flower team the wedding on Christmas Eve was very special.

It has been a somewhat different year for all of us.

Lyn Spratt

HOPE COMMITTEE ANNUAL REPORT

H HOME
O OVERSEAS
P PARTNERSHIP
E EDUCATION

2020 started well for HOPE with a very successful Sunday Brunch which raised £221.20. Our Lent Appeal was launched in February and donations (both produce and monetary) were invited to support our local foodbank. Despite the lockdown and due to the generosity of our supporters we were able to give much needed produce and a £120 donation to the local collection point in Hedge End.

Unfortunately, due to COVID restrictions we had to cancel our planned quiz night in April and Harvest Lunch in October. However, determined to continue raising funds for our nominated charities Fine Cell Work and Médecins Sans Frontiers, we embarked on a new initiative in December and donations for our Christmas Goody Bags raised £275.22.

The traditional Charity Christmas Card designed by Hazel Moore went up in Church in December and donations totalled £263. This was shared equally between three local charities, St James' Shelter, Countess Mountbatten Hospice and Mission to Seafarers in Southampton.

Thank you to everyone who has supported us during the year and we look forward to better times ahead.

Fiona Weston

MUSIC

This year has been an ever-changing one for the music at St James'. We were first reduced to a smaller number of singers on a rotating basis, which the choir adapted to very quickly with the updated risk assessments and format for the services. The music, for practical reasons, became unison for much of this time as it was difficult to balance SATB and everyone's availability. Unfortunately, the changes in the services meant that we were not to have our Church Alive musicians for services - I very much look forward to their return and we have been blessed in having Debbie Thompson's support with the music for the Church Alive services. Our well-spaced 'Covid rehearsals' will have seemed very odd to any onlookers (see photo), but I think we had a good laugh at how I came prepared!

Whilst I was furloughed this year, Asuka Tsuchiya very kindly stepped up to the bench and took care of services and music whilst I was away, for which I know both myself and the team at St James are very grateful, and Asuka continues to contribute wonderfully to our music department.

When having a choir was no longer permissible we were very lucky to have recordings from St. Martin's Singers, who have been providing wonderful music for services, and our choir has also been starting to

record hymns from home, which I have been editing together remotely. I'm very proud of how well they've adapted to this, as recording along to a backing track brings with itself numerous technological barriers, but I'm happy to report that at the time of writing we have already completed five hymns, one of which was full SATB. This has inspired me in my long-term goal to get more recordings of the choir at St James'; including hymns, psalms and anthems.

This time in lockdown has also been very insightful for us in discovering more about our voices and I have been running training courses for singers to learn more about music theory and sight-singing. This has led to some singers discovering that their vocal range is more comfortable on other lines, which can only lead to an ever-stronger and more confident composition of singers.

Our planned visit to Portsmouth Cathedral has been postponed, but we are still on the books for when this is possible!

Organ-wise, our instrument currently needs some TLC, with some work and servicing required in the coming year. At the time of writing we are awaiting an estimate of costs and a timeframe. Most of the instrument is still functional and my thanks to Noel for pushing some air through it whilst I was away to keep it ticking over. The piano is still healthy and has recently been re-tuned, to stay slightly sharp to pre-empt the flattening that will occur as the church is used more frequently and heating is on more often. We are planning live concerts in 2021, to be streamed directly onto Facebook and then uploaded to YouTube. I think this format will be great even for when we have attended concerts, so that people who are home-bound or further away can access our concerts too.

We have had a number of Zoom Socials, which I hope to continue (and eventually to become in-person socials!) and I greatly look forward to the day the choir can sing again in person.

Myles Tyrrell

PALS (Parishioners at Lunch on Sundays)

A report for the APCM!?? My first reaction was – 'well we haven't had any meetings/lunches' – but then I checked back and it's true that our last lunch should have been March 2020 – but Mother's Day and then Covid-19 took over and we haven't been able to meet for our usual 4th Sunday Lunch out, for a year now.

However, we did have a lot of communication at first about growing plants – cucumbers, tomatoes – then many other plants – quite a lot which found their way onto my drive and were sold in aid of church funds which were suffering due to lack of live congregations! Then it was on to face mask making and various other activities to try and keep St James' at our forefront.

I think we have generally succeeded – and you never know - if the government's 'Road Map' out of the pandemic succeeds, maybe we will be able to meet again for lunch in the not too distant future.

The last time we were hoping to lunch we were also considering changing venues again. Not sure how this will pan out – so much has changed in the last year and maybe we need to pick up where we left off (when we are able to) just to 'test the water' regarding food and service before making a decision.

So looking forward to the next 12 months after which, hopefully, we will have a 'real' report.

Rita Payne

PASTORAL TEAM REPORT 2020

The Pastoral Team's role is to support the Ministry Team by sharing the load in various ways including: leading worship in Care Homes, providing links with young families via Stay & Play and with baptism families through 'first anniversary cards'; hospital visiting as well as pastoral home visits as requested to the housebound, lonely, unwell and bereaved.

Home visits may also include the distribution of Home Communion from the Reserved Sacrament by those of the team who hold Chalice Licence from the Bishop.

On behalf of the ministry team, when there is awareness of a particular situation, cards are sent to members of our church family in times of illness and loss, as well as to celebrate new homes, new babies, special anniversaries and achievements.

Pandemic and lockdown restrictions brought a halt to all face-to-face visiting in homes and hospitals, Home Communions had to cease as did contact with families via toddler groups.

Members of the team have continued to provide support in various ways, for example; keeping in touch with the lonely and isolated through the 'buddy' initiative, helping prepare for and safely contribute to a 'Special Lives' service, participating in a parish prayer group.

In 2020, Easter cards were delivered to those housebound and lonely who were on our contact list but we were not able to visit and at Christmas the pastoral team organised a much larger distribution of over 50 cards with cake.

As restrictions are eased hopefully visiting will gradually become possible again however for Care Home and hospital visiting it will be a while before this can recommence and contact by phone and email will continue.

The aim for 2021 will be to seek Rev'd Vicky's vision as to how pastoral care might evolve within the changed circumstances, to consider the thoughts of current pastoral team members regarding how they wish to continue to be involved and to seek others who may feel God is calling them to join the team in taking this valuable work forward post-pandemic.

Team members hold clear DBS certificates and complete required safeguarding training.

The Winchester School of Mission runs a study module leading to a Bishop's Commission for Pastoral Care - current members and any joining the team or interested in this aspect of ministry should please speak to Vicky, Linda or me for information. The course has moved online for 2021.

Please do get in contact if you, or anyone you know , would appreciate a link with the pastoral team via phone for the time being and through visiting when that becomes possible again.

Carol Kidd
(LLM / Team Coordinator)

CHILDREN'S AND YOUTH WORK

What a difficult year it has been, it has proved challenging to be able to provide outreach for our children and young people.

We were offering Diddy disciples and Pathfinders on alternate weeks before the first lockdown, then we were able to offer a few Diddy Disciples sessions outside in the church grounds between lockdown but when we entered the second lockdown these moved to zoom sessions with several families joining Vicky on a regular basis.

Our youth group have met via Zoom; the sessions included pancake making, quizzes, scavenger hunts, baking and the opportunity to 'meet' together. We also ran a youth service in the church grounds which was well attended and provided an opportunity for our young people to worship together and is something we will look to provide again as restrictions are lifted.

To try and maintain a connection with our children and young people Vicky has sent out a family at home worksheet with her mailing. We produced Christingle in a bag for families to use alongside the live streamed service, and people appreciated the opportunity to enjoy a traditional part of Christmas. We also produced Lent in a bag for our children and young people to use throughout Lent, the bags included six smaller bags and the contents of these included weekly stories,

prayers, songs and a craft activity, these proved popular and we have received some good feedback.

I was very fortunate to attend a webinar on children and youth work which was very encouraging and inspiring, I hope as we move out of lockdown we will be able to put some of these ideas into practice and reconnect with younger members of our church family.

(The photos were sent in by a family using the Lent bags).

Jan Barrett

STAY AND PLAY

Finances for the Stay and Play group have not changed from last year. Sally Saunders keeps a small paying in / out book for expenses/ resources etc. Our balance is healthy with a £15 float plus £265.

We have now sadly not been able to run for a year, due to the Covid-19 virus. We sent out individual "goodbye" letters with our love and prayers to all the children going onto "Big School" in September. I have heard that these were very well received. We also sent out a Happy Christmas Email to Stay and Play families, sending love and giving the latest information on regulations etc. We have also been involved in story slots through the year (see picture of Rachel reading "Peace at Last") and took part in the St James' virtual Christmas advent calendar.

We will send out another email to parents/ carers when regulations are modified. It is important to keep in touch with our Stay and Play families who have enjoyed developing friendships and support in a caring environment with a relaxed fun session for children. Some children will now be in the "school system" so we will need to look at how we publicise the restarting of the group at the appropriate time.

I have had a chat with Linda, Sally Saunders and Rachel Owton regarding the possibility of starting a modified shorter safe session later in the summer term. This will very much depend on following government guidance and the Church of England's rules for starting up small voluntary groups safely as restrictions lift over the next few months. If we are unable to restart in a safe way, following government guidance and rules in the summer we hope and pray that we will be able to restart our regular Wednesday morning sessions in September 2021. If we are able to open in the summer I am considering and praying about whether a Story, Action and Movement session would work, perhaps for one hour which would mean we would not need to get equipment out of the shed! We would also not be able to offer refreshments or a shared healthy snack. Therefore we would not need to use the kitchen or have a church kitchen rota in place. This summer's modified programme outline will only work if government / church guidance and restrictions change.

Penny Beeby (Stay and Play leader) and Team

SAFEGUARDING REPORT

During 2020, both prior to and during pandemic lockdown, the Ministry Team, Church Wardens and PCC continued to take their safeguarding responsibilities seriously in line with the House of Bishops safeguarding practice guidance:

https://www.churchofengland.org/safeguarding/promoting-safer-church-safeguarding

New DBS applications and the renewal of expired certification continued as required. All holding DBS clearance were reminded of the level of training necessary for their role. Basic level training [C0/C1] remained accessible via the National CofE Portal. Jackie Rowland [Diocesan Safeguarding Officer] and members of the Diocesan Safeguarding Team continued to be in contact with the parish via myself and / or Revd. Vicky Maunder.

Thank you to Steve Wiseman (Health & Safety Officer), Revd Vicky and Revd Linda for ensuring safeguarding aspects were included whenever Risk Assessments were completed. This was particularly essential when making

arrangements for 'Open Church' as well as planning outdoor activities, 'Zoom' and 'live-stream' services and was of particular importance with regard to church initiatives linking with children and young persons.

Following email consultation, the PCC granted permission for clergy and youth leaders to communicate with young persons via video conferencing and a Social Media Policy was created by the youth leadership and forwarded to PCC for comments and approval.

St James' Church Safeguarding Policies for Child Protection, Safeguarding Vulnerable Adults and the Employment of Ex-Offenders plus a Guideline Statement on Domestic Abuse Awareness were reviewed, updated in line with diocesan template recommendations, and approved by the PCC in the autumn plus a Social Media Policy has been introduced with regard to all those working on behalf of, volunteering with or involved with the Parish of St James, West End.

Safeguarding continued to be a regular agenda item updating the PCC on local, diocesan and national safeguarding issues and reports.

Carol Kidd
PCC Parish Safeguarding Officer