

Parish of Swaythling

St Alban's Church and St Mary's Church

Annual report of the Parochial Church Council for the Year 2021



St Alban's Church, Tulip Road



St Mary's Church, South Stoneham

The Parish of Swaythling was created in 1992, having been formed by combining the previously separate adjacent parishes of St Mary, South Stoneham and St Alban the Martyr, Burgess Road, Swaythling. The Vicarage is 357 Burgess Road, Southampton, SO16 3BD. This address also covers St Alban's Church where the Parish Office is situated. St Mary's Church and the Parish Hall are situated in St Mary's Church Close, off Wessex Lane, SO18 2ST, about a mile from the Vicarage.

The website is www.swaythlingparish.org.uk and the facebook is facebook.com/SwaythlingParish. The Parish registered with the Charity Commission on 5 February 2010 with the title '*The Parochial Church Council of the Ecclesiastical Parish of Swaythling*' (registered charity number 1134132).

The Parochial Church Council (PCC) manages the financial affairs of the parish and also, as required under the Parochial Church Councils (Powers) Measure 1956, co-operates with the Minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Members of the PCC

The members of the PCC during the year 1 January to 31 December 2021 were as follows:

Ex Officio

Revd P Dockree, The Vicar (Chair)

Revd D Eisentraeger (from July)

Mr J Moore

Churchwardens (St Alban's)

Mr J Moore

Churchwardens (St Mary's, South Stoneham)

Mrs J Hales

Mrs J Trussler

Deanery Synod Representatives

Miss A Lewin (from April)

Mr G Stone (Diocesan Synod) (Secretary)

Elected Members

Mr J Saunders

Mrs S Harvey

Miss A Lewin (until April)

Mrs T Harrison (from April)

Mrs M Mew (Treasurer)

Dr K Piggott

Mr E Dixon (until April)

Mrs O Wilson

Co-opted Members

None

In attendance

Revd Canon J Davies (until April)

Revd Canon B Hartnell

Mrs R Wadhawan (from April)

* Membership note - vacancies from April for 1 Churchwarden, 1 Deanery Synod Rep, 2 Elected Members of PCC.

REVIEW OF THE YEAR 2021

We were pleased to welcome Matt Hutchings who joined us for six months from January as part of an informal internship programme

We were delighted to welcome Daniela Eisentraeger as our new Curate from the start of July 2021. She was ordained Deacon at Winchester Cathedral, on 4 July, and we welcomed her at all three services on 11 July.



Bishop Debbie with Daniela, at Daniela's ordination at Winchester Cathedral

Three members of our congregation completed their Bishop's Commission for Mission training in Autumn 2019, but their commissioning service was delayed due to COVID, and at last took place at Winchester Cathedral on 11 September 2021.

We were saddened this year by the death of several long-standing members of our congregations: Don Biffen, Kate and Nigel Harley, Elizabeth Hawes, Jack Morgan and Alan Williams.

The death of John Davies on 13th April at the age of 92 was a particularly sad event in the life of the parish during 2021. John occupied a unique position in parish history having been Honorary Assistant Priest at St Alban's since 1964

and then in the Parish of Swaythling since 1992 when St Alban's joined with St Mary's, South Stoneham in the new parish. Until his retirement in 1994, John combined his ministerial duties with his 'day job' at Southampton University where he was Lecturer in Theology and latterly Director of Theology and Religious Studies. He had also been Canon Theologian of Winchester Cathedral from 1981 to 1991.

As assistant priest, John played a full and active role in leading worship until the lockdown began in March 2020. He combined his liturgical and musical skills and knowledge to good effect, especially at the parish



eucharist. When not officiating or assisting at services he often provided the musical accompaniment as he was a talented organist and pianist. John had served under four vicars of St Alban's when it was a separate parish and took ministerial responsibility during the vacancies between incumbents. He also served under three vicars of the Parish of Swaythling. A memorable Thanksgiving Service for John's life within a celebration of the eucharist took place on 20th August.

PCC

The PCC met seven times during the year. Five of those meetings were via Zoom due to Covid restrictions, the PCC also made use of the changes to Church Representative Rules that allow formal business to be decided by correspondence. Some business was conducted through sub committees and groups.

As had been the case in 2020, the main activity of the PCC during the year was responding to the challenges of COVID, especially how to make the most of the opportunities the easing of restrictions created for returning to in-person worship and activity.

Other important elements of standard business considered by the PCC during the year included:

- regular reports on the Parish's financial situation. To support this the Diocesan Stewardship Advisor was invited to the September meeting - see under Finance below.
- matters relating to the church buildings (primarily as reflected in the reports on each church, as given in the relevant sections below).
- the PCC created a small working group to look at the Eco-Church standard, and endorsed actions to move the Parish towards achieving an award.
- Living in Love and Faith – the PCC discussed how best to engage with this, and encouraged people to engage with the Deanery offering of the course at the start of 2022.
- PCC authorised an application for a temporary faculty to permit City Life church, who were without a building following the Methodist church's sale of 286, to worship in St Alban's once a month in the evening.

Finance

It is pleasing to be able to report that COVID restrictions have not interfered greatly with the Parish financial situation this year. However, our overall assets are considerably less than last year, due mainly to transferring £40,000 from the deposit account in order to carry out the building work at St. Alban's. The work has been completed and the VAT on the expenditure (just below the anticipated cost) will be reclaimed in 2022.

Although the bottom line for giving is less than in 2020, this is because we received some very generous donations last year. Both gift-aided giving and collections have increased this year. Thanks are extended to those who are using on-line methods of giving; this makes it very much easier to predict our income and hence plan our expenditure accordingly.

The Parish summary of accounts at the end of the year shows an unusually high amount for the Parish Share. This is because of a misunderstanding by the Diocese, who took two extra payments. This amounts to nearly £5,000 and will be refunded in 2022.

Income from users of the Community Room, Parish Hall, Parish Office and the churches is a welcome source of funding.

Expenditure for heating, lighting and water were lower this year but it is anticipated that it will increase considerably in 2022.

Unfortunately, because of COVID restrictions, the Christingle Service at St Mary's was significantly reduced in size and hence the donation to The Children's Society was less than usual.



We are very grateful to have been voted by the community to receive part of the "Community Come Together" funding to set up 'The Cave' at St. Alban's: a

meeting place for young people living in the local area.

All in all, the Parish has managed well in what has been a difficult time.

Parish Life

Electoral Roll

Electoral Roll

At the Annual Parochial Church Meeting in April 2021 there were 87 people on the electoral roll (88 in 2020).

Church Attendance

From January to the end of March 2021 there was no public worship in the church buildings. On line recorded Sunday worship attracted an average of 40 households logging on. In person services resumed after Easter and the numbers logging on dropped. The Pandemic continued to affect attendance at services in person – a few people did not return for various reasons, others did not attend as regularly as before though were still in touch and then there has been a significant number of new people attending or those who previously attended less often doing so more frequently. The average Sunday attendance for 8.00 am and 10.15 combined from April onwards was 36. Threshold continued to meet on line until Easter, and then in person with an average attendance of 10 people.

Worship

2021 saw the start of the third national lockdown and a return to online services. Learning from previous experiences we continued our church life remotely, with a recorded morning service and Threshold held via Zoom. The Vicar sent out regular midweek online reflections during this time. Social activities were held too – a church quiz on Zoom in early February, and a Quiz for Amaudo in March, half-term craft packs for local families for Shrove Tuesday and Valentines day, with a family-orientated Facebook live session. A five-week Lent group on the psalms was held via Zoom. A short recorded Ash Wednesday service was held.



23 March marked the anniversary of the beginning of the first national lockdown, and as a parish we



supported the Marie Curie Charity's Day of Reflection, when we were encouraged to pause at 12.00 noon for a minute's silence and to offer a prayer: *'God of Love, As we think about all that has changed this year, help us to trust that you are always with us. As we remember those who have died, help us to trust they are at peace with you. As we reach out to others with kindness and care, may hope shine out in every heart and home. Amen.'*

In the lead up to Easter an Easter trail was set up in the churchyard at St Mary's Church and prayer stations in the garden area at St Alban's Church, to help us reflect on the challenges of the past year, and on the miracle of Easter, and the hope that it brings.

We were delighted to be able to resume in-person worship during Holy Week and then from Easter Sunday, 4 April at the 8.00am and 10.15am services. A recorded service continued to be offered at 10.00am on YouTube, until the end of June. Threshold resumed in person on 18 April.



From 19 July Covid restrictions officially ended but we retained a number of Covid secure measures to help ensure people felt safe at in person worship. It was a big step forward when congregational singing was reintroduced into our services from 25 July 2022.

Tuesdays together was able to re-start in September, but took a slightly different form – the last Tuesday of the month is now "Tuesdays Together does Messy Church", a themed session with crafts and activities in the main church building, a time of celebration with a message around the same theme and a shared meal in the community room. The remaining weeks of the month we offer board games in the community room.



For the first time, a 'walking nativity' took place on 22 December in Mansbridge and on 23 December on the Flower Roads. We were very pleased to be able to return to holding our usual Christingle services at both churches. There was one well attended Midnight service, at St Mary's, with advance booking to ensure the congregation could be accommodated safely. On Christmas day Holy Communion (BCP) took place at St Mary's at 8.00am, and we were pleased to be again joined by members of the Baptist church for a Christmas celebration with Holy Communion at St Alban's at 10.15.

Builders and Trekkers: Builders and Trekkers resumed at the 10:15 service in September. After several years of struggling to provide good all age material to cover 2-12 year olds, it was decided to focus on younger ages (6 and under currently) in order to use more age-appropriate material. The main challenge to this provision is the limited number of people able to lead the sessions, although parents of the children attending support by taking the role of 'additional adult'.

Community Engagement

Recipe box delivery: During 2021, we continued to partner with City Catering to provide to provide 60 local families, mainly identified through local schools, with recipe boxes during the School holidays. These contained all the ingredients for at least two meals, along with recipes and several times we also added activities and crafts as well. From September we took only a handful of boxes for families we had got to know who weren't receiving them through other routes, while local schools took on delivery of the rest. The scheme formally ended in December 2021.

Thursdays Together: Every Thursday morning (including during Lockdown, adjusted for applicable restrictions) we welcomed people to St Alban's for hot drinks, conversation and to offer various items of food



We are holding a
Service of Remembering
for those who have died
in the last two years,
and we invite you to join us on
Sunday 7 November at 3.30pm
at St Alban's Church,
Tulip Road, SO16 3BB
and for refreshments afterwards

On 7 November we held our annual service to remember and give thanks for loved ones who had died, at which, as usual, names of those who had died were read and everyone present was invited to light a candle in memory of their loved ones.

On 14 November we marked Remembrance Sunday with a short ceremony at the war memorial at the end of our morning service, where we were joined by Scouts, Cubs and Beavers. We were very pleased for the first time to be joined by representatives from the new Sikh Gurdwara.



We had planned that our Christmas services would take place as usual; however at short notice, due to a rise in Covid cases and the small size of St Mary's Church, it was decided to move the carol service to outside the church.

to support those finding it difficult to make ends meet.



Many came each week, some from time to time. At a practical level we provided a range of fresh and long-life foods, laid out on tables so that those visiting could select what they most needed, rather than being handed a bag they have had no choice about (although this was the only option in the beginning due to restrictions in place). Each week limits are suggested based on what stock was available, to ensure fairness and preserve stock. Those attending could enjoy a hot drink and snacks, with many people often staying to chat and catch up with others.



A highlight in December was when several people joined together to make the Christingles for our services. Only one person who helped knew what these were, leading to some wonderful conversations about Christingles and Christmas, with one family then coming to the service for the first time, and later to the 10.15 service on a Sunday as well.

Frontline Debt

Advice: We were really pleased to welcome



Frontline Debt to its new base in St Alban's Church, from 24 May. The Team are available on Mondays and Wednesdays, offering free debt advice by appointment.

'The Cave' project – We were delighted to receive an award of £4,000 from the Community Come Together Fund to enable us to refresh and equip the downstairs vestry and outside car park space at St Alban's to be used as a venue for young people. Work on the space will begin in 2022. (See also under St Alban's below).

Friday Lunch Club, which had continued to operate through a 'home delivery service' started again in person in the community room 1 October, and it was a joy to welcome old and new friends to it. Monthly numbers are growing and we continue to deliver a meal to those who are currently unable or prefer not to attend in person.

Pastoral Care

Contact with all church members continued as before during the lockdown at the beginning of the year. With the return to in-person worship at Easter, changing attendance patterns and the welcome arrival of new worshippers, it was decided to look again at the way pastoral care is offered. Proposals for a new system were being finalised as the year ended.

Social Activities

As in 2020, due to coronavirus restrictions it was not possible to hold the usual social/fund-raising activities. On 10 July we again ran a 'Cream Tea in a Bag' Fundraiser, providing take-away cream teas for a donation of £5.



St Alban's Church

Report on the Fabric, Fixtures and Grounds

The main building-related activity at St Alban's during 2021 was the work on the structural repairs, originally highlighted in the 2018 quinquennial inspection report and which involved repairs on the tower turret, in the tower room, in the floor of the Lady Chapel and in the nave of the church. As noted in the previous year's report, detailed specifications and costings had been obtained in the latter part of 2020 which meant that diocesan permission to carry out the work could be applied for in early 2021. Permission was granted on 17 January and as the proposed repairs fell within the scope of work that could be undertaken without a faculty but subject to consultation (known as 'List B' in the Faculty Jurisdiction Rules) a full faculty was not required. The contractor appointed was B&M Clark, a conservation building firm based in Portsmouth, and most of the work took place between May and July, with the final part (the Lady Chapel floor) being completed in September. A separate but related work was the renewal of the lightning conductor on the church tower which was carried out by the specialist firm Wallbridge in July. As part of this work the flag pole on the church tower was removed as the flag pole, which had been connected to the old lightning conductor, was the major cause of the damage on the tower turret and has not been replaced.

Another building-related activity was the development of plans to refurbish the largest of the downstairs rooms (previously the choir vestry) and the adjacent cloakroom area for use as a youth centre. This project, known colloquially as The Cave, was enabled financially by the award of a grant by Southampton Community Chest. Permission for this work has been obtained from the diocese, again as a List B item, and a quotation from B&M Clark for the major structural work has been received and

accepted. It is hoped that the work itself can be carried out during the first quarter of 2022.

The final building related issue for report relates to the flat roof at the east end of the building and which covers the clergy vestry and the back stairs. Currently a lead roof, it is in poor condition and there were many instances of water leakage onto the stairs during the year. Investigations for replacing the roof have begun and these have involved Fiona Hood, the church's inspecting architect. The possibility of using a non-lead material for the replacement is part of the investigation.

Community Room

At the start of 2021, and due to the third lockdown (until March 2021), the community room was used mainly for Thursdays Together, hosted outside the church at the start of the year, and then moving inside once restrictions were lifted.

As events were gradually permitted to be held inside, the keep fit class returned, and some of the regular church events returned, including the Friday Lunch Club, and Tuesdays Together. In addition, the room was also used for a community cooking course in the Autumn, with attendees from Thursdays Together and other local community connections.

City Life Church, having moved out of 286 Burgess Road in the summer, started using the community room occasionally for meetings, and once a month on Sundays. Frontline Debt (see under 'community engagement') have had occasional use of the room for seeing clients and for meetings.

Paid hires have been fewer than in previous years, meaning income from the hire of the room to help cover expenses has been significantly less in 2021. Expenditure has been higher, due to extra cleaning, Covid precautions, and increasing fuel costs.

St Mary's Church

St Mary's Church: Report on the Fabric, Furnishings and Grounds

The roof replacement project is ongoing. There has been significant money raised through legacies and we are close to being able to apply for match funding, but more will need to be raised in 2022. There is now full permissions from the Diocese in place to carry out this work.



Churchyard

A loyal band of helpers meet each week on a Tuesday morning to tend to the churchyard. The Scouts have provided a Bug Hotel and the beginning of a log pile.

The crab apple tree again produced lots of fruit which was made into jelly and sold in aid of the roof fund.

Friends of St Alban's and St Mary's

Neither Friends Group has been active in 2021 primarily due to Covid restrictions.

Parish Hall

The hall had little use during the beginning of 2021; the QR code, hand sanitisers and attendance record remained in place for the minimal use it had.



Most of the groups returned from May/June; extra cleaning was done during the week and requirement from groups after use. During August there was a summer club for children which was popular. Unfortunately the hall was broken into in in early August; some damage was done to the inside cupboards and interior doors. Thanks are due to the

hall users for helping to clear up, to Carlton Carver from the Scouts for repairs and Westfield Players for decorating. Also a big thank you to the gardening team who meet on Tuesdays to clear the carpark and maintain the gardens, cut grass and raking never-ending leaves etc. The building is looking good, broken locks have been replaced and the building is becoming popular with more enquiries for more groups.

The roof on the hall will require replacing soon, and some damp patches above the sink in the kitchen will need attention.

Deanery Synod

The Synod met on three occasions during 2021, all on zoom. Discussions centred on Clergy Wellbeing, on the implications of reorganisation of parishes, and on the various opportunities for training and authorisation offered by the Bishops Commission for Mission courses. Plans were being made to hold a Deanery wide course on Zoom to explore the Living in Love and Faith report.

Approved by the PCC and signed on their behalf:

Rev Peter Dockree (Vicar)



Return of Parish Finance January to December 2021

Parish Name: Swaythling

If the form is NOT completed for the entire parish,
please list below the churches included:

Parish Code (6
digits):

Deanery:

Diocese:

30 Are your accounts Receipts and Payments [] OR Accruals [] ? (indicate ONE)

RECEIPTS/INCOME		UNRESTRICTED (nearest £)	RESTRICTED (nearest £)	PAYMENTS/EXPENDITURE		UNRESTRICTED (nearest £)	RESTRICTED (nearest £)
Voluntary giving				Costs of generating funds			
1	Regular giving	£ 20,478		17	Costs of fundraising activities	£ 395	
3	Collections at services	£ 1,567		Church activities			
4	All other giving and voluntary receipts, including special appeals (recurring and one-off)	£ 5,258	£ 2,367	18	Mission giving and donations		£ 670
6	Gift Aid recovered (regular giving and one-off donations)	£ 6,197		19	Diocesan parish share contribution	£ 29,707	
7	Legacies received (capital value)		£ 3,541	20	Salaries, wages and honoraria	£ 5,982	
8	Grants (include recurring and one-off)	£ 502	£ 3,944	21	Clergy and staff expenses	£ 1,187	
Total voluntary giving		£ 34,002	£ 9,852	Church expenses			
Activities for generating funds				22	Mission and evangelism costs		£ 370
9	Fundraising activities (gross proceeds)	£ 989		23	Church running expenses (including governance)	£ 8,430	£ 1,203
Income from investments				24	Church utility bills	£ 3,440	
10	Dividends, interest, income from property etc.		£ 232	25	Costs of trading	£ 3,269	
Church activities				Major capital expenditure			
11	Fees retained by PCC (weddings, funerals etc.)	£ 2,610		27	Major repairs to the church building	£ 3,518	£ 33,780
12	Trading activities (gross proceeds), NOT fundraising	£ 10,888	£ 70	28	Major repairs to church hall/other PCC property including redecoration	£ 1,486	
Other incoming resources				29	New building work to the church, church hall, clergy housing or other PCC property.		
13	Other receipts/income not already listed			Other expenditure			
PLEASE NOTE BRIEF DETAILS IN BOX E		£ 5,730	£ 40,480	99	Other payments/expenditure not already listed		£ 45,790
Totals (from Financial Statements)		Unrestricted	Restricted	PLEASE NOTE BRIEF DETAILS IN BOX E			
A	RECEIPTS/INCOME	£ 54,219	£ 50,634	Totals (from Financial Statements)		Unrestricted	Restricted
B	COMBINED TOTAL	£ 104,853		C	PAYMENTS/EXPENDITURE	£ 57,414	£ 81,813
PLANNED GIVERS AND LEGACIES				D	COMBINED TOTAL	£ 139,227	
14	Number of regular givers	42		CASH AND INVESTMENT BALANCES		UNRESTRICTED	RESTRICTED
16	Number of new legacies received in year	0		31	Cash and deposit balances as at 31/12/21	£ 18,678	£ 120,777
				32	Investments as at 31/12/21		

Please refer to the accompanying notes to help clarify what is included in each section. The item numbers refer to RPF notes, consistent with the guidance provided in *PCC Accountability*, 5th edn..

Name Maureen Mew

Date

22/01/21

Position Treasurer

Email or telephone mewmor@outlook.com

Looking back across 2021, were there any exceptional circumstances (other than COVID 19) that may have led to unusual figures? Please provide details in this box.

£ Parish share was overpaid by £4951.13. We are due a refund of VAT on building works of £6317.22. Both have been paid in January 2022.

30	Receipts and Payments OR Accruals ?	Your accounts and financial statements will have been prepared on one or other of these bases. Accruals accounting is mandatory for parishes with gross annual income of over £250,000. Please indicate which basis of accounting has been used to report these figures by placing an X in the centre of one of the brackets []	
1	Regular giving <i>[Combines previous "Planned giving" RPF 1 and 2]</i>	Money given regularly (e.g. weekly, monthly, quarterly) through a standing order or the parish giving scheme, by envelope or by cheque. Include gross amounts for money given through charity vouchers (e.g. CAF or Sovereign Giving) and payroll giving. Otherwise net amounts - report tax recovered separately under Gift Aid at RPF 6	
3	Collections at services	Money given in collections at services, excluding money given through planned giving envelopes, but including one-off gifts given through Gift Aid envelopes (net amount). Do not include monies passed to a charity that do not 'go through the books'	
4	All other giving and voluntary receipts, including special appeals <i>[Combines previous RPF 4 and 5]</i>	Money given in church boxes and wall safes, at Gift Days, through individual donations from givers, and the proceeds of special appeals	Accruals Accounts: Include (a) gifts of freehold or leasehold land or shares at market value; (b) donated services and facilities (expense the equivalent "value to the charity"); (c) gifts in kind for sale (estimated value at time of gift); (d) gifts in kind for own use (if material) - capitalise and expense over their useful economic life
6	Gift Aid recovered	Tax recovered from HMRC on all money given to the PCC under Gift Aid, split between restricted and unrestricted donations and allocated to the appropriate fund. This should include claims through the Gift Aid Small Donation Scheme, on small cash and contactless donations. For limits see https://www.gov.uk/claim-gift-aid/small-donations-scheme	
7	Legacies received	The capital amount of a legacy, together with interest from the probate process, should be recorded in the year(s) that it appears in the accounts. Any interest from legacy investments should be recorded as income from investments.	
8	Grants <i>[Combines previous RPF 8 and 8A]</i>	External grants (whether one-off or recurring) received from trusts and other funding bodies for the PCC's General Fund or for a restricted purpose. Include VAT recovered through the Listed Places of Worship scheme. Do not include transfers within a benefice	
	Total voluntary giving	These will be the totals of the figures reported in the six rows above	
9	Fundraising activities	Money raised from sponsored activities, jumble sales, fetes, and other activities where the primary purpose is fundraising. Income should be stated gross, and any costs must be recorded separately as payments in RPF 17	
10	Dividends, interest, income from property etc.	Bank and other interest including any reclaimed tax on investment income; dividends from shareholdings and investments; rent received from land or buildings owned by PCC. Report monies from sale of buildings or investments in RPF 13	
11	Fees retained by PCC	PCC Fees for weddings, funerals etc. Do not include fees received on behalf of the DBF or organist as these are not PCC funds	
12	Trading activities	Money received from trading activities including bookstall, letting of the church hall, sales and advertising of church magazines, membership fees, payments for events etc., where these are distinct from fundraising. Income should be stated gross, and any costs must be recorded separately as payments in RPF 17	
13	Other receipts/income not already listed PLEASE NOTE BRIEF DETAILS IN BOX E	These may include monies from the sale of buildings or investments, insurance claims, transfers from term deposits, loans received or transfers from other churches in the benefice	Accruals Accounts: Proceeds from the sale or disposal of assets that have already been capitalised (property, investments, fixed assets etc.) should be noted where they exceed the book value of the asset sold or disposed of, i.e. where there has been a gain on disposal
A	Receipts/income totals (from Financial Statements)	These will be the totals of the figures reported under the numbered receipts/income headings above. For accounts prepared under the Receipts and Payments basis, they should equal the "Total Receipts" figures reported in the financial statements for Unrestricted and Restricted Funds (except where they form part of total receipts for a parish with included churches)	
B	Combined Total	This will be the sum of the two totals reported in row A above. They will not usually be shown as a separate figure in the financial statements.	
14	Number of regular givers <i>[Combines previous RPF "Planned givers" 14 and 15]</i>	Each regular giver should only be counted ONCE. If more than one person is associated with a regular giving scheme, only ONE person should be counted	

16	Number of new legacies received in year	A legacy should only be counted in the first year that money from it is received. Each legacy should only be counted once	
17	Costs of fundraising activities	Costs of fundraising events, which have contributed to the monies received in RPF9 above. Also include fees paid to a professional fundraiser, the costs of a stewardship campaign and the costs of supporting regular giving e.g. envelopes	
18	Mission giving and donations	Donations to external missions and charities that come from the PCC's receipts. Collections that go directly to external charities should not be included	
19	Diocesan parish share contribution	All payments made during the year, including arrears or prepayments	Accruals Accounts: Payment due for the year
20	Salaries, wages and honoraria	Employments costs of assistant staff, youth worker, verger, administrator, sexton, organist and choir etc. Include NI/Pension costs where applicable	
21	Clergy and staff expenses	Working expenses of the incumbent and assistant staff: e.g. telephone, postage, stationery, travel costs, secretarial assistance, office equipment, maintenance of robes, hospitality. Include costs relating to clergy/staff housing paid by the PCC (including where applicable repair costs, water rates, council tax, and redecoration)	
22	Mission and evangelism costs	Costs of mission and evangelistic outreach, including courses and activities, but excluding staff salaries	
23	Church running expenses <i>[Combines previous RPF 23 and 26]</i>	Insurance, routine maintenance, cleaning, church office costs, upkeep of services, organ tuning etc. Also include governance costs, e.g. fees for audit or independent examination.	Accruals Accounts: Where equipment, IT or other fixed asset costs have been capitalised, depreciation is included in church running expenses
24	Church utility bills	Total costs of electricity, gas, oil, water etc	
25	Costs of trading	Include the cost of trading activities that generated the monies received in RPF 12	
27	Major repairs to the church building	Include repairs that are not routine and internal and external decoration	Accruals Accounts: Works integral to the fabric or structure of consecrated church property may be expensed as incurred. Where works project costs have been otherwise capitalised, depreciation is expensed over their useful economic life
28	Major repairs to church hall/other PCC property		
29	New building work to the church, church hall, clergy housing or other PCC property.	New buildings, major alterations and extensions to church or other property, including professional fees	
99	Other payments/expenditure not already listed PLEASE NOTE BRIEF DETAILS IN BOX E	These may include monies to purchase of buildings or investments, transfers to term deposits, loans repayments or contributions to other churches in the benefice to shared costs	Accruals Accounts: Proceeds from the sale or disposal of assets that have already been capitalised (property, investments, fixed assets etc.) should be noted where their book value has not been realised, i.e. where there has been a loss on disposal
C	Payments/expenditure totals (from Financial Statements)	These will be the totals of the figures reported under the numbered payments/expenditure headings above. For accounts prepared under the Receipts and Payments basis, they should equal the "Total Payments" figures reported in the financial statements for Unrestricted and Restricted Funds (except where part of total receipts for a parish with included churches)	
D	Combined Total	This will be the sum of the two totals reported in row C above. They will not usually be shown as a separate figure in the financial statements	
31	Cash and deposit balances as at 31/12/21	Total Restricted and Unrestricted balances as at 31/12/21 for all current and deposit accounts, plus cash in hand	Accruals Accounts: Adjust cash and deposit balances to account for (a) stock (net realisable value); (b) trade debtors and prepayments, and subtract (c) short-term liabilities, e.g trade creditors (usually = "NET CURRENT ASSETS/(LIABILITIES)")

32	Investments as at 31/12/21	Total Restricted and Unrestricted balances as at 31/12/21 for all investment assets, including shares, bonds, CBF funds, CCLA and long-term interest-bearing accounts. These should, where possible, be reported at market value as at that date. Exclude investments held for Endowment Funds. Exclude Tangible fixed assets
E	Additional comments	This box is to report (a) any exceptional circumstances (other than COVID 19) that may have led to unusual figures in this return; (b)detail of exceptional receipts/income from RPF 13; (b)detail of exceptional payments/expenditure from RPF 99

SWAYTHLING PAROCHIAL CHURCH COUNCIL
STATEMENT OF FUNDS
AS AT 31ST DECEMBER 2021

FIXED ASSETS:-

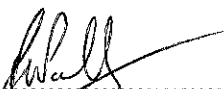
CURRENT ASSETS:-

C.B.F. Deposit Account	120764.87
Nat. West. Bank Account	18676.67
	<u>139441.54</u>

NET ASSETS:-

Represented By:-	<u>Notes</u>	
Unrestricted Funds	1	6833.72
Restricted Funds	2	127903.49
Reserves	3	4704.33
		<u>139441.54</u>

I have examined the books, records etc. presented to me and together with the appropriate explanations:
I certify that the details herein represent a true record of the current financial affairs.

.....  R G Paulley, I.C.P.A. (FELLOW)

..... 11/3/2022 Date

SWAYTHLING PAROCHIAL CHURCH COUNCIL
STATEMENT OF ACCOUNTS
YEAR ENDING 31ST DECEMBER 2021
GENERAL ACCOUNT

		<u>2021</u>	<u>2020</u>
<u>RECEIPTS:-</u>			
Gift Aided Giving		18383.22	17634.14
Tax Refunds		2845.84	2548.09
Non-Gift Aided giving		2095.00	442.00
Donations		5258.19	13293.36
Church Collections		1566.58	1166.00
		<u>30148.83</u>	<u>35083.59</u>
Fees	2610.00		1452.00
Fundrasing	988.50		1551.30
Use of St Mary's			615.00
Community Room	3273.00		1963.00
Rent of Office	720.00		
Refund QI Architect	708.14		
Refund from Talk Talk	8.54		
HMRC Furlough	502.27		1092.90
Refund of income tax	3351.31		5236.59
Insurance bonus			130.00
Transfer from St Albans Build	5000.00	17161.76	
		<u>47310.59</u>	<u>47124.38</u>
<u>Less EXPENDITURE:-</u>			
Clergy expenses	1187.07		553.98
New Computer	270.00		
Light,Heat,Water,Insurance	3440.43		5083.60
Insurance	4492.65		4495.23
Maintenance	1409.24		209.60
Administration Fees etc	498.13		2443.13
Upkeep of Services	225.63		199.79
Parish Share	29706.84		26815.60
Organists & Choirs	150.00		245.00
Maintenance & SM Cleaning	1771.05		1730.80
Stationery/Telephone	1021.84		1724.40
Major Repairs	2108.93		2749.80
Expenses Re Fundraising	394.76		384.89
Community Room Expenses			85.53
Parish Office	5615.88		5673.84
Childrens work & outreach	145.86		396.58
Income Tax	365.60		357.60
Transfer to photocopier			
New refrigerator			319.99
		<u>52803.91</u>	<u>53469.36</u>
<u>SURPLUS INCOME OVER EXPENDITURE</u>			
Transfer to/from Reserve		-5493.32	-6344.98
		<u>47310.59</u>	<u>47124.38</u>

SWAYTHLING PAROCHIAL CHURCH COUNCIL
NOTES TO THE ACCOUNTS
YEAR ENDING 31ST DECEMBER 2021

		Surplus (Excess)	Balance B/Fwd	C/Fwd
1) <u>SUMMARY OF UNRESTRICTED FUNDS:-</u>				
<u>PARISH HALL:-</u>				
RECEIPTS				
Receipts from users	4487.25			
Donations				
Insurance claim	2396.00			
	<u>6883.25</u>			
Less Expenditure:-				
Light & Heat	1185.09			
Maintenance/Tuning	1486.01			
Cleaning	1389.41			
Insurance	694.86			
New Boiler				
New Water Heater				
New Equipment				
New Toilets				
Transfer to Gen Fund	<u>4755.37</u>	2127.88	2380.30	4508.18
<u>MAGAZINES:-</u>				
Receipts:-				
Suscriptions				
advertisements	<u>0.00</u>			
Less Expenditure:-				
Photocopier Costs				
Postages	<u>0.00</u>	0.00	0	0.00
<u>MEMORIALS:-</u>				
Powell			200.00	200.00
Wilson			250.00	250.00
Walker			625.54	625.54
Eddis			250.00	250.00
Wakefield			1000.00	1000.00
				<u>6833.72</u>

SWAYTHLING PAROCHIAL CHURCH COUNCIL
NOTES TO THE ACCOUNTS
YEAR ENDING 31ST DECEMBER 2021

		Surplus (Excess)	Balance B/Fwd	C/Fwd
2) <u>SUMMARY OF RESTRICTED FUNDS:-</u>				
<u>FABRIC FUND:-</u>				
Receipts:-				
Grave Prep				
Less: Payment				
Update memorial	738.72	-738.72	8496.57	7757.85
<u>CHURCHYARD:-</u>				
Receipts:-				
Payment for Inscriptions	300.00			
Investment Dividends				
Donation				
Grant from City Council				
	<u>300.00</u>			
Less: Expenditure:-				
Inscriptions				
Maintenance	<u>774.00</u>	-474.00	1575.33	1101.33
<u>MAKE LUNCH:-</u>				
Receipts	570.00			
Less Payments	<u>335.96</u>	234.04	1163.90	1397.94
<u>FLOWER FUND:-</u>				
Receipts:-	170.00			
Less Payments:-	<u>50.59</u>	119.41	321.73	441.14
<u>SPECIAL FUNDS:-</u>				
St Albans Organ			729.69	729.69
St Marys Organ			134.16	134.16
Roof	388.40	388.40	3029.77	3418.17
<u>MISSION & CHARITIES:-</u>				
Receipts:-				
Donations	408.64			
Less Payments:-				
Expenses	33.97			
Charities	300.22			
	<u>334.19</u>	74.45	184.36	258.81

SWAYTHLING PAROCHIAL CHURCH COUNCIL
NOTES TO THE ACCOUNTS
YEAR ENDING 31ST DECEMBER 2021

		Surplus (Excess)	Balance B/Fwd	C/Fwd
<u>PARISH OFFICE:-</u>				
Receipts:-				
Printing Service Sheets	70.00			
Transfer from Police Grant				
Transfer from Reserves				
	<u>70.00</u>			
Less Payments:-				
Photocopier Maintenance	<u>428.52</u>	-358.52	-124.73	-483.25
<u>STEVENS SOUTH STONEHAM FUND:-</u>				
Receipts:-				
Deposit Interest	120.26			
Donation				
	<u>120.26</u>			
Payments:-				
Sculptor's fee	0.00	120.26	22932.61	23052.87
<u>FRIENDS OF ST MARYS FUND:-</u>				
Receipts:-				
Membership fees & events	10.00			
Rod Marshall	<u>3024.52</u>			
	<u>3034.52</u>			
Payments:-				
Postage				
Concert				
	<u>0.00</u>	3034.52	68606.07	71640.59
<u>FRIENDS OF ST ALBANS FUND:-</u>				
Receipts:-				
Membership fees & events				
G Stone Donation	<u>1000.00</u>			
Payments:				
Trans to Gen Fund		1000.00	2289.65	3289.65
<u>YOUNG LEGACY:-</u>				
Receipts:-				
Abel Solicitor	515.70			
Outgoings:-				
St Albans Building Project	40000.00	-39484.30	49485.00	10000.70

SWAYTHLING PAROCHIAL CHURCH COUNCIL
NOTES TO THE ACCOUNTS
YEAR ENDING 31ST DECEMBER 2021

ST ALBANS BUILDING PROJECT:-

Receipts				
Transfer from deposit account	40000.00			
Payments				
Seymour & Bainbridge	3564.00			
General fund	5000.00			
B&M Clark builders	<u>30216.16</u>	38780.16	1219.84	1219.84

THE CAVE:-

Receipts				
Mutual Gain	3944.00	3944.00		3944.00
				<u>127903.49</u>

SWAYTHLING PAROCHIAL CHURCH COUNCIL
NOTES TO THE ACCOUNTS
YEAR ENDING 31ST DECEMBER 2021

3) **SUMMARY OF RESERVES:-**

Balance brought forward	10097.14
CBF Interest	100.51
Transfer to General Fund	<u>-5493.32</u>
Balance carried forward	<u>4704.33</u>