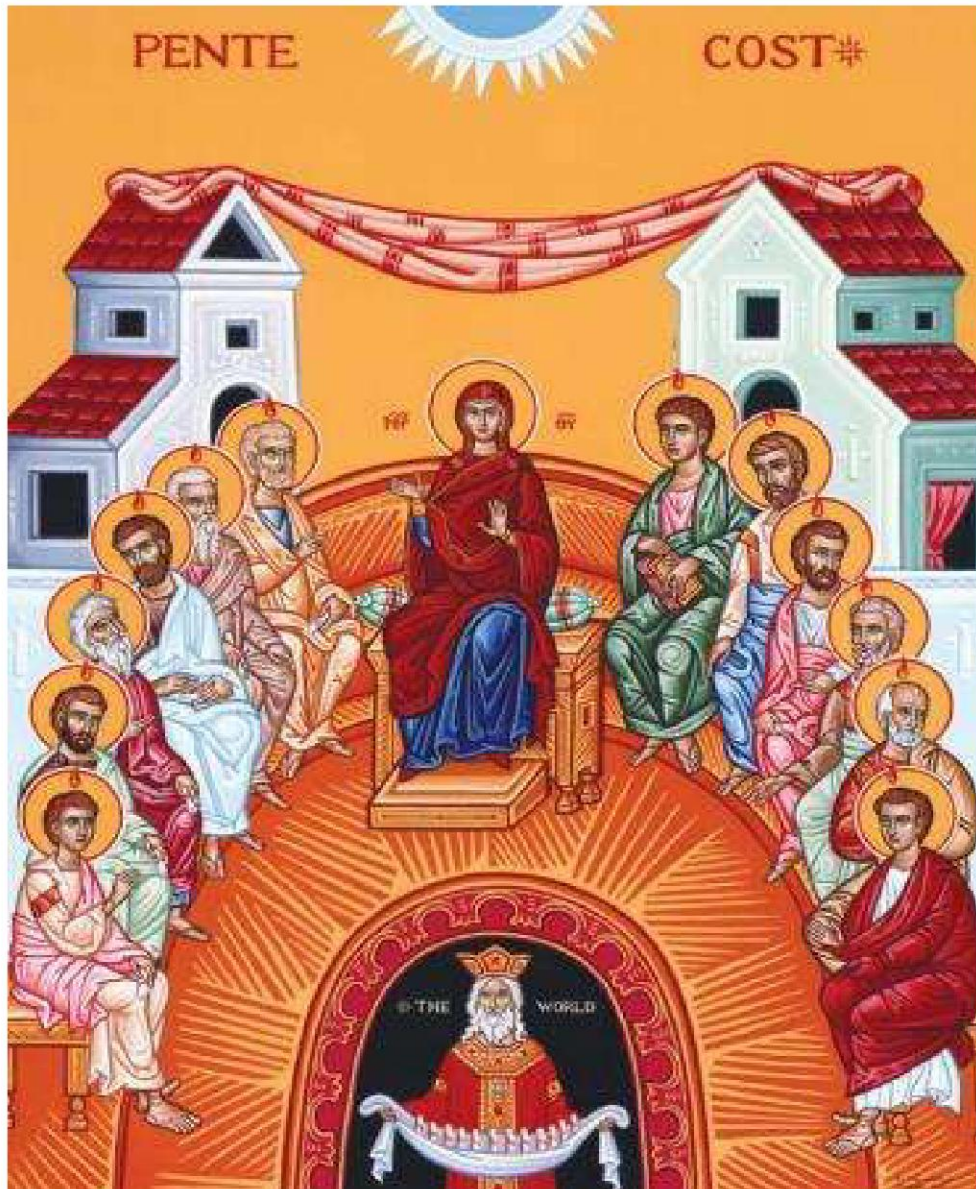


PCC CHURCH OF THE HOLY SPIRIT CLAPHAM



APCM 14TH MAY 2023

**REPORTS AND ACCOUNTS FOR THE YEAR ENDED
31 DECEMBER 2022**

ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL

The Parochial Church Council (PCC) presents their reports and financial statement for the year ended 31 December 2022.

AIM AND PURPOSES

The principal purpose of the PCC of the Church of the Holy Spirit Clapham is to cooperate with the incumbent, Revd Ruth Burge-Thomas, on matters of importance to the parish in promoting the mission of the Church, and to have joint responsibility, with the incumbent, in the running of the parish.

The PCC is also responsible for the maintenance of the church fabric and its contents, and for the maintenance and running of the Contact Centre, our church hall.

The PCC also considers and discusses matters concerning the Church of England, or other matters of religious or public interest.

OBJECTIVES AND ACTIVITIES

The PCC is committed to enabling as many people as possible to worship at our church, and to become part of our parish community in Clapham.

When planning our activities for the year, the incumbent and the PCC have considered the Commission's guidance on public benefit, and in particular the specific guidance on charities for the advancement of religion.

The PCC (as Trustees) have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission. In particular, we try to enable ordinary people to live out their faith as part of our parish community through

- worship and prayer; learning about the Gospel and delivering their knowledge and trust in Jesus;
- provision of pastoral care for people living in the parish;
- mission and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Church and the Contact Centre.

ACHIEVEMENTS AND PERFORMANCE

VICAR'S REPORT

“The luckiest vicar in the Church of England.” That was how I described myself in 2014. Blessed to be called to shepherd the best bunch of sheep ever. We are little and local but what we lack in size we make up for in our ability to love and serve and get stuck in.

You have, once more, proved to be the most amazing bunch in a year that was not without its challenges.

Together we have celebrated the 70th jubilee and mourned the death of Queen Elizabeth II. In our own community we marked the death of our beloved Pinkie Turner (who we buried aged 100 and had been a member of our church since the age of 6) along with Marcus Hope (who served the parish in many roles over many years) and Jean Day.

We said goodbye to some of our church family who moved abroad including Hayden and Roy, who left for Berlin with their beautiful twins, and Hylina and Tima, who returned to Kyiv, and to both our parish administrator, Rosslyn, and contact centre manager, Gill.

In the six months that we were without an administrator I could not have coped without the truly astonishing support of the Standing Committee: our treasurer, Andrew, ran the contact centre with great efficiency and our wardens, Katie and Gavin, and PCC secretary, Rhian, shouldered the burden of supporting the parish at the same time as recruiting our new Administrator and Manager, Natalie Wood. Their commitment, creativity, insight and support has been outstanding.

This year we seen the return of the Robes Night Shelter which was made possible by the sterling efforts of Ian Cherrie and Anna Long leading a team of local volunteers.

Our Silver Socials has grown under Judith Vickery's lovely helpers' wings. Her team do the most amazing amount of work behind the scenes: checking on the well being of our older parishioners, taking them to appointments, visiting them in hospital, even doing laundry and shopping.

The choir have increased their role in church, singing at four services a month and providing exceptional music over Christmas and Holy Week. My thanks to Andrei and Emma and to our supporting organist and pianists, Joe and Paula.

We continue to be engaged in the community at many levels, supporting our local ward councillors and hosting school events. In the wider church we are well represented in both Deanery and Diocesan Synod as well as Churches Together in Clapham and hosted the closing service for the second deanery wide Passion Trail.

Sunday school children have thrived under Caroline Russell-Clarke who has now stepped back from Sunday School as we launched a new monthly Family Service to provide a transition from our very successful Pram Service into the wider church family. This has enjoyed a joyous and energetic start with many old pram families returning to give their children an opportunity to participate in leading worship. Again, this is a team effort, and I am enormously grateful to all who make breakfast, provide crafts, music and then clear up afterwards. The children took centre stage at the packed Christingle Service and the wild and wonderful All Hallows' E'en party (when the best costume prize should definitely have gone to your warden, Katie Pollock).

Mother Caroline has continued to support us and it was a joy to celebrate her achievements when she stood down as Area Dean and was made a canon of Southwark Cathedral. I'd like to offer her my special thanks.

Our beloved treasurer, Andrew, will be standing down at the APCM this year. He has been a passionate and energetic champion of the parish (as well as making me laugh out loud often). We will all miss his drive and commitment and I know that you will join me expressing our gratitude for all his work.

In the year ahead I am sure that I will continue to be the luckiest vicar in the Church of England as we work together to fulfil our calling to be the people of the Holy Spirit: gathered together to grow in our love of God and sent out to serve our community whilst nurturing the oldest and youngest among us.

Revd Ruth Burge-Thomas

WARDENS' REPORT

As always, the Wardens want to extend a huge thank you to everyone who keeps the wheels turning for us all to enjoy our wonderful Church and Community.

MAY	
	We kicked off May with our annual Christian Aid Big Breakfast and, whilst we can't yet compete with Gails, the bacon and sausage butties went down a treat with congregation and passers-by alike and raised £512.
JUNE	
	June was a busy month: our patronal festival of Pentecost coincided with the national celebration of The Queen's Jubilee. We decided to combine the two into one glorious event (which had the added bonus of reducing the number of opportunities for Mother Ruth to set fire to things!). Later in the month we hosted our increasingly popular Summer Show and Tea.
JULY	
	July saw us celebrating Pride as well as saying goodbye to the lovely Nathan who had been an integral part of the congregation as he took up a new job in Scotland. It also saw the launch of our Contact Centre Loos appeal.
AUGUST	
	August is a traditionally quiet time for us: Mother Ruth took a much-needed break allowing us to welcome both Father Richard and Father Kit Gunasekera
SEPTEMBER	

	<p>With the sad news on the 8th September that Her Majesty, Queen Elizabeth II had died, we along with the rest of the country honoured her long service with the ringing of the church bell, opening the church as a place of quiet prayer and reflection and a beautiful candlelit service.</p> <p>It was a busy month as we held another one of our Cake Sales and hosted a great Quiz and curry night to raise money for our new Contact Centre toilets</p>
OCTOBER	
	<p>In early October we had the honour of welcoming back Rev David Houghton to celebrate the 50th anniversary of his ordination.</p> <p>Later that month we celebrated Harvest Festival with a collection for Ace of Clubs homeless shelter.</p> <p>We ended the month with what is fast becoming one of our most popular community event, All Hallows' E'en. Once again the church was filled with ghosts, ghouls, wraiths and mummies of all ages.</p> <p>October also saw the departure of our amazing Parish Office Administrator, Rosslyn</p>
NOVEMBER	
	<p>November saw the traditional celebration of remembrance Sunday and the hunt was on for a new Parish Office Manager</p> <p>The month ended on a high note with our festive Christmas Fair which was well attended and a great success in kick starting the Christmas spirit.</p>
DECEMBER	
	<p>December came in before we knew it along with all the Christmassy services and celebrations, Service of Lessons and Carols, Carols in the Village, Carols by Candlelight and the ever-popular Christingle. Maybe we weren't quite as popular as some of the World Cup matches but we still had great turnouts showing that the Church, in a post covid world, still holds a draw for those who celebrate the season with us.</p> <p>December also saw the return of our night shelter Hosted by Robes.</p>
JANUARY	
	<p>January started with the welcoming of a new Organ Scholar SiYu and we extended our Robes night shelter dates into March.</p>
FEBRUARY	



February saw the launch of our new Family Service once a month, offering the opportunity for people of all ages to share in and worship together and offering a delicious breakfast to start!

MARCH



In a change to our usual Lent practice we hosted two evening talks welcoming members of St Pauls EcoChurch to talk to us about becoming an EcoChurch ourselves and then Simon Lawson, who runs his business on Quaker Principles. We also bid a sad farewell to Pinkie Turner who died at the age of 100 and was a well-known, loved and active member of the congregation for many years.

Whilst we were saying goodbye to one person, one very welcome new arrival was settling in with the appointment of our New Parish Office Manager, Natalie.

Mothering Sunday saw another successful Bake Sale with every single bit of cake, muffin and biscuit being sold!

We ended a very busy month by hosting the service to close the end of the Deanery Passion Trail.

APRIL



April started with the Easter Week and the very welcome return of the Donkey which as last year was a great draw as we processed from the Vicarage to the Church through Abbeville Village. As usual we had a very active production of the Passion Play with Tonys no doubt on the way for all!

With Mother Ruth taking a much-needed post Easter break we were very glad to welcome Mother Caroline and Rev Liz Russell

Katie Pollock and Gavin Williams

FINANCIAL STATEMENTS

**INDEPENDENT EXAMINER'S REPORT TO
THE PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY SPIRIT, CLAPHAM**

14 Wray Mill House, Wray Mill Park, Batts Hill, Reigate RH2 0LJ

18 April 2023

Members of the Parochial Church Council
Church of the Holy Spirit
Narbonne Avenue
London SW4 9JU

I report on the financial statements of the PCC of the Church of the Holy Spirit, Clapham for the year ended 31 December 2022, as set out on the following pages. This report is made solely to the Charity's Trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the PCC, as Trustees of the charity, those matters I am required to state to them in this Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the PCC as a body, for my work, for this Report, or for the opinions I have formed.

Respective responsibilities of Trustees and examiner

As Trustees of the charity, the PCC are responsible for the preparation of financial statements. The PCC consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 ('the 2011 Act') and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements have not been met:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 Act; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



Michael J Woolley BA, FCA Chartered Accountant

Treasurer's report for the financial year ended 31 December 2022

Costs rocket – and giving isn't plugging the gap

2022 saw services return to a normal pattern and most Contact Centre users returned post-Covid although many shortened or cut their sessions. Energy costs rocketed and although giving by the congregation increased it has not plugged the gap.

The PCC agreed after many years to spend most of the available reserves on re-building the Contact Centre toilets. These had not been upgraded since the building was built in 1960 so this was long overdue. A hot shower was added in the new disabled toilet which hugely benefits users such as the Robes night shelter. Thank you to the many people who in 2022 contributed £40,000 to the cost of this work.

The Abbeville Fete is unlikely to return so PCC agreed that its funds of £3,498 should be transferred to the General Fund, and in 2023 PCC agreed to remit the £3,234 remaining in the Ukraine Fund to the DEC Ukraine Appeal.

We must focus this year on increasing income or we will not cover our costs. We have reduced by £10,000 our payment to the Diocese (£70,000 in 2023) which covers the cost of providing our vicar as well as Diocesan overheads such as pensions, training and admin. PCC noted that the Diocese has repeatedly failed to keep the Vicarage wind- and water- proof through several winters so whilst the Parish is now 'underpaying' the Diocese it is perhaps also true that the Diocese has been 'underserving' the Parish.

I ask each of you to consider increasing your regular giving, and if you haven't already done so to set up a Monthly Standing Order to:

Church of the Holy Spirit Clapham
Sort Code: 40-01-07
Account number 2110624

After 8 years as Treasurer I am standing down at the APCM. Sadly no-one has come forward to assume the role and we will now engage the services of Data Developments Ltd to carry out our book-keeping to produce the 2023 accounts. That will lighten the load for a new Treasurer.

I thank all those who have helped me over the years, not least my predecessor Nick Jenni and a wonderful team of volunteers including Peta Parker, Lottie Lago, Lynn Woolley, Frances Stormer and Terry Parker. I also thank Michael Woolley who, despite serious illness, has again carried out the Independent Examination of the accounts.



Andrew Chevis, Hon. Treasurer, Church of the Holy Spirit, Narbonne Avenue, London SW4 9JU
www.holyspirit-clapham.org.uk, Charity number: 1134600

Church of the Holy Spirit, Clapham
Statement of Financial Activities
For the period from 01 January 2022 to 31 December 2022

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Prior year total funds
Incoming resources					
Incoming resources from donors	186,264.77	1,265.52	-	187,530.29	108,419.61
Other voluntary incoming resources	1,400.00	-	-	1,400.00	-
Activities to further the work of the church	66.42	15,421.00	-	15,487.42	9,116.50
Activities for generating funds	10,075.79	420.40	-	10,496.19	5,919.61
Income from investments	1,223.41	22.48	-	1,245.89	33.79
Other incoming resources	-	70,819.45	-	70,819.45	52,061.24
Income directly relating to worship	2,244.00	-	-	2,244.00	2,027.45
Total income	201,274.39	87,948.85	-	289,223.24	177,578.20
Resources used					
Costs of generating funds	2,438.02	146.58	-	2,584.60	310.95
Grants	4,300.50	1,668.00	-	5,968.50	2,694.94
Payments to further the work of the Church	90,856.63	-	-	90,856.63	85,773.05
Support costs	19,186.47	10,254.91	-	29,441.38	23,459.78
Church building, management and administration	44,439.99	172,903.95	-	217,343.94	55,136.72
Expenditure directly relating to worship	10,106.29	-	-	10,106.29	8,359.54
Total expenditure	171,427.90	184,973.44	-	356,401.34	175,734.98
Net income / (expenditure) resources before transfer	29,846.49	(97,024.59)	-	(67,178.10)	1,843.22
Transfers:					
Gross transfers between funds - in	92,582.77	143,764.91	-	236,347.68	19,795.24
Gross transfers between funds - out	(143,764.91)	(92,582.77)	-	(236,347.68)	(19,795.24)
Other recognised gains / losses					
Gains/losses on investment assets	-	-	-	-	-
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	-
Net movement in funds	(21,335.65)	(45,842.45)	-	(67,178.10)	1,843.22
Reconciliation of funds					
Total funds brought forward	85,178.45	118,821.18	141.00	204,140.63	202,297.41
Total funds carried forward	63,842.80	72,978.73	141.00	136,962.53	204,140.63
Represented by					
Unrestricted					
General fund	63,842.80	-	-	63,842.80	85,178.45
Designated					
Abbeville Fete	-	3,498.69	-	3,498.69	3,587.97
Contact Centre	-	(3,590.41)	-	(3,590.41)	45,396.51
Fabric Fund	-	64,819.02	-	64,819.02	64,820.24
Organ Fund	-	5,016.46	-	5,016.46	5,016.46
Refugees Ukraine	-	3,234.97	-	3,234.97	-
Restricted					
Refugees Welcome Lambeth	-	-	141.00	141.00	141.00

Church of the Holy Spirit, Clapham

Balance Sheet (Summary)

	As at 31/12/2022	As at 31/12/2021
Fixed assets		
Tangible Assets	48,761.48	57,607.70
	48,761.48	57,607.70
Current assets		
Debtors	6,749.01	1,971.50
Cash At Bank And In Hand	91,187.63	152,241.31
	97,936.64	154,212.81
Liabilities		
Creditors: Amounts Falling Due In One Year	3,735.59	1,679.88
	3,735.59	1,679.88
Net current assets less current liabilities	94,201.05	152,532.93
Total assets less current liabilities	142,962.53	210,140.63
Liabilities		
Creditors: Amounts falling due after more than one year	6,000.00	6,000.00
	6,000.00	6,000.00
Total net assets less liabilities	136,962.53	204,140.63
Represented by		
Unrestricted		
Unrestricted - General Funds	63,842.80	85,178.45
Designated		
Designated - Abbeville Fete	3,498.69	3,587.97
Designated - Contact Centre	(3,590.41)	45,396.51
Designated - Fabric Fund	64,819.02	64,820.24
Designated - Organ Fund	5,016.46	5,016.46
Designated - Refugees Ukraine	3,234.97	-
Restricted		
Restricted - Refugees Welcome Lambeth	141.00	141.00
Fund Totals	136,962.53	204,140.63

Cost	B/fwd	Additions	Disposals	C/fwd
	£	£	£	£
Fixtures and fittings	94,709.68	-	-	94,709.68
Furniture and equipment	89,432.96	449.99	-	89,882.95
	184,142.64	449.99	-	184,592.63
Depreciation	B/fwd	Charge in year	On disposals	C/fwd
	£	£	£	£
Fixtures and fittings	94,709.07	-	-	94,709.07
Furniture and equipment	31,825.87	9,296.21	-	41,122.08
	126,534.94	9,296.21	-	135,831.15
NBV	As at 31.12.2021			As at 31.12.22
Fixtures and fittings	0.61			0.61
Furniture and equipment	57,607.09			48,760.87
	57,607.70			48,761.48
				48,761.48
Fixed assets are depreciated over 1 and 20 years.				

Church of the Holy Spirit, Clapham
Receipts and payments
Selected period: 01 January 2022 to 31 December 2022

Note	From To	01 January 2022 31 December 2022	01 January 2021 31 December 2021
Ukraine - Refugees Ukraine (Designated) Fund			
Incoming resources			
Incoming resources from donors			
Other giving not under Gift Aid		265.52	-
Total Incoming resources from donors		265.52	-
Total Incoming resources		265.52	-
Resources used			
Grants			
Home mission & outreach		1,668.00	-
Total Grants		1,668.00	-
Church building, management and administration			
Miscellaneous		439.00	-
Total Church building, management and administration		439.00	-
Total Resources used		2,107.00	-
Excess of Income and endowments over Expenditure		(1,841.48)	-
Transfers to/(from)		5,076.45	-
Total carried forward balance		3,234.97	-
REFUGEES - Refugees Welcome Lambeth (Restricted) Fund			
Incoming resources			
Incoming resources from donors			360.00
Gift Aid - Bank		-	360.00
Total Incoming resources from donors		-	360.00
Total Incoming resources		-	360.00
Resources used			
Support costs			
Printer, computer, network and software		-	219.00
Total Support costs		-	219.00
Total Resources used		-	219.00
Excess of Income and endowments over Expenditure		-	141.00
Brought forward balance		141.00	-
Total carried forward balance		141.00	141.00
General - General fund (Unrestricted) Fund			
Incoming resources			
Incoming resources from donors			
Gift Aid - Bank		134,513.56	79,480.25
Gift Aid - Envelopes		20.00	-
Other giving not under Gift Aid		7,784.55	13,577.57
Loose plate Collections		1,746.47	-
Tax recoverable on Gift Aid		42,200.19	15,001.79
Total Incoming resources from donors		186,264.77	108,059.61
Other voluntary incoming resources			
One off Grants		1,400.00	-
Total Other voluntary incoming resources		1,400.00	-
Activities to further the work of the church			
Christmas Giving		66.42	1,915.50
Easter/Lent Call		-	955.00
Christian Aid events		-	111.00
Total Activities to further the work of the church		66.42	2,981.50
Activities for generating funds			
Rummage sales etc.		25.00	-
Other funds generated		2,244.99	2,724.86
Church stalls - other		195.00	300.00
Christmas Fair		3,288.62	2,275.73
Book Sales		-	14.52
Church hire		4,092.15	2,104.50
Webstore income		230.03	-
Total Activities for generating funds		10,075.79	7,419.61
Income from investments			
Dividends		-	0.05
Bank & building soc interest		1,223.41	33.74
Total Income from investments		1,223.41	33.79
Income directly relating to worship			
Fees to PCC		2,244.00	2,027.45
Total Income directly relating to worship		2,244.00	2,027.45
Total Incoming resources		201,274.39	120,521.96
Resources used			
Costs of generating funds			
Printing/publicity		-	282.20
Christmas Fair expenses		2,438.02	28.75
Total Costs of generating funds		2,438.02	310.95
Grants			
Age of Clubs		669.00	839.94
Robes Project		2,102.50	390.05
Children's Society		844.00	-
Church Action		25.00	25.00
Home mission & outreach		660.00	-
Secular charities		-	1,439.94
Total Grants		4,300.50	2,694.94
Payments to further the work of the Church			
Parish Support Fund		80,929.70	81,000.03
Parish training and mission		2,000.00	294.86
Working expenses of incumbent		2,346.43	2,215.46
Youth activities		1,538.24	-
Seniors activities		137.99	-
Printing & Stationery		2,723.95	2,262.70
Catering		1,280.32	-
Total Payments to further the work of the Church		90,966.63	86,773.05

Church of the Holy Spirit, Clapham

Support costs		
Salary/administrator	10,792.30	12,248.36
Assistant staff costs	720.00	-
Gifts	111.98	-
Staff Pension Costs	2,346.23	-
Salaries(except administrator)	2,600.00	-
Printer, computer, network and software	2,669.98	994.80
Website expense	45.98	100.00
Total Support costs	19,186.47	13,343.16
Church building, management and administration		
Bank and finance charges	1,184.65	331.14
Church running exp-cleaning	1,072.50	1,210.00
Church running exp-insurance	1,602.66	3,094.21
Church maintenance	7,023.59	6,199.43
Miscellaneous	9,659.94	6,522.73
Depreciation	8,940.65	8,202.00
Church running expenses - Heat	13,665.68	9,505.11
Church running exp - Water	267.00	171.03
Telephone and broadband	1,423.32	2,019.26
Contact Centre - Cleaning	(200.00)	-
Total Church building, management and administration	44,439.99	37,254.91
Expenditure directly relating to worship		
Organ/piano tuning	-	245.12
Music, organist and choir	8,461.57	7,368.52
Chancel Expenses	1,322.22	545.90
Flowers	322.50	180.00
Total Expenditure directly relating to worship	10,106.29	8,359.54
Total Resources used	171,427.90	147,736.55
Excess of Income and endowments over Expenditure	29,846.49	(27,214.59)
Brought forward balance	85,178.45	112,393.04
Transfers to/(from)	(51,182.14)	-
Total carried forward balance	63,842.80	85,178.45
Abbeville - Abbeville Fete (Designated) Fund		
Incoming resources		
Activities for generating funds		
Sponsorship received	420.00	-
Total Activities for generating funds	420.00	-
Total Incoming resources	420.00	-
Resources used		
Costs of generating funds		
Printing/publicity	146.58	-
Total Costs of generating funds	146.58	-
Church building, management and administration		
Miscellaneous	362.70	-
Total Church building, management and administration	362.70	-
Total Resources used	509.28	-
Excess of Income and endowments over Expenditure	(89.28)	-
Brought forward balance	3,587.97	3,587.97
Total carried forward balance	3,498.69	3,587.97
Contact - Contact Centre (Designated) Fund		
Incoming resources		
Incoming resources from donors		
Gift Aid - Bank	1,000.00	-
Total Incoming resources from donors	1,000.00	-
Activities to further the work of the church		
Contact Centre - Lettings	15,421.00	6,135.00
Total Activities to further the work of the church	15,421.00	6,135.00
Activities for generating funds		
Other funds generated	0.40	(1,500.00)
Total Activities for generating funds	0.40	(1,500.00)
Income from investments		
Bank & building soc interest	22.48	-
Total Income from investments	22.48	-
Other incoming resources		
Contact Centre - Rents rec'd	37,564.45	21,241.25
Clapham & Clapham Park Montessori - Rent	33,255.00	30,819.99
Total Other incoming resources	70,819.45	52,061.24
Total Incoming resources	87,263.33	56,696.24
Resources used		
Support costs		
Salary/administrator	10,254.91	9,897.62
Total Support costs	10,254.91	9,897.62
Church building, management and administration		
Miscellaneous	-	(1,500.00)
Depreciation	355.56	2,299.56
Contact Centre - Insurance	1,602.66	(25.79)
Contact Centre - Cleaning	3,952.14	6,108.60
Repairs, maintenance & safety- CC	155,030.56	6,028.81
Repairs & Maintenance (CCPM) - CC	936.85	452.63
MV/Contact Centre redecoration/interior	604.88	-
New building - Contact Centre	9,619.60	4,518.00
Total Church building, management and administration	172,102.25	17,881.81
Total Resources used	182,357.16	27,779.43
Excess of Income and endowments over Expenditure	(95,093.83)	28,916.81
Brought forward balance	45,396.51	16,479.70
Transfers to/(from)	46,106.91	-
Total carried forward balance	(3,590.41)	45,396.51
Organ - Organ Fund (Designated) Fund		
Brought forward balance	5,016.46	5,016.46
Total carried forward balance	5,016.46	5,016.46
Fabric - Fabric Fund (Designated) Fund		
Brought forward balance	64,820.24	64,820.24
Transfers to/(from)	(1.22)	-
Total carried forward balance	64,819.02	64,820.24

FABRIC

Over the past year there have been two major ongoing matters with the fabric of the Church and the Contact Centre

The project to replace the washrooms of the Contact Centre in the Main Hall and Stage Room was completed and is covered in more detail in the separate Contact Centre report.

The other significant matter is the quinquennial (QI) report and the works following from that. All Churches are required to have a building inspection every 5 years. The inspection is to identify maintenance work which should be performed to ensure the upkeep of the buildings. To perform the work, we need to go through architects and suppliers authorised by the Diocese for quotes and a plan. We then apply for permission from the Diocese to start the work. Our last quinquennial inspection was in 2018. Due to lockdown and bandwidth constraints of the architect authorised by the Diocese we received permission to proceed with the works in the second half of 2022. However, due to soaring energy costs and the lower reserves due to the CC washrooms, the work was put on hold.

The next QI report is due in 2023. The PCC have decided to proceed with the next report before commencing work from the previous report as this appears to be the most efficient way forward.

The PCC have also discussed the installation of a new Dais. Due to the current financial situation. The Dais has been put on hold.

Gavin Williams

DEANERY SYNOD

The Deanery Synod consists of a group of 16 parishes (21 churches) in Lambeth North.

Geographically, our church is the furthest south and St John's Waterloo is the furthest north.

Representatives (both clergy and lay members) from those parishes meet about 3 times a year, with the purpose of working together in the community and sharing information and experiences.

23 March 2022

At Christ Church Brixton Road. The attendees discussed what effect the pandemic had had on congregations, after a period where individuals were connecting to each other remotely – e.g WhatsApp groups and online services. The outcome of this led to some congregations losing members, but others experiencing substantial increases. Many families have moved out of London in the past couple of years, and as a result there are not enough students to fill the spaces in church schools, and some may be in danger of closing.

5 July 2022

Social at St Paul's Clapham with bring-and-share food and drink in the vicarage garden and a chance to exchange ideas with our fellow Deanery reps from other churches. Canon Jonathan Boardman gave a short history of the church, and talked about their Eco Church Silver Award as encouragement to other churches to follow suit. (In March 2023, a couple of St Paul's people came to talk to us at CHS about how to go about becoming an eco-church.)

6 October 2022

At St John's Waterloo. This church had recently reopened after major refurbishment work, including 120 solar panels on the roof with an aim to become carbon neutral. The cost-of-living crisis was discussed in groups, and while opening churches as warm spaces seemed desirable, in practice the Churches did not have the resources to pay for it, or sufficient volunteers. Rev Caroline Clarke ended her 5 years in office as Area Dean at this meeting. A service to mark the event was held later at Holy Spirit.

Margi Mahoney, Deanery Synod rep

ELECTORAL ROLL

In 2022-23 there were 146 names on the electoral roll.

The Church Representation Rules state that:

- 1) There shall be a church electoral roll (in these rules referred to as 'the roll') in every parish, on which the names of lay persons shall be entered as hereinafter provided. The roll shall be available for inspection by bona fide inquirers.
- 2) A lay person shall be entitled to have his name entered on the roll of a parish if he is baptised, of sixteen years or upwards, has signed an application form for enrolment set out in Appendix I of these rules and declares himself either -
 - a. to be a member of the Church of England or of a Church in communion therewith resident in the parish; or
 - b. to be such a member and, not being resident in the parish, to have habitually attended public worship in the parish during a period of six months prior to enrolment; or
 - c. to be a member in good standing of a church which subscribes to the doctrine of the Holy Trinity (not being a Church in communion with the Church of England) and also prepared to declare himself to be a member of the Church of England having habitually attended public worship in the parish during a period of six months prior to enrolment.

Being on the Electoral Roll entitles you to stand for election to the PCC and to assist with the overall running of our church. It also means that you are formally showing that you are a committed member of our church. The roll is closed for new names for the two weeks leading up to the APCM, but if you would like to add your name after the APCM, forms will be available.

CONTACT CENTRE

The Contact Centre (CC) had a successful year in 2022 with most users back to normal after the Covid lockdowns. The Montessori Clapham Park branch and their Infant Community returned to full operation and most of the regular users returned although many on reduced hours. Private bookings grew steadily through the year as confidence returned in hosting large-scale public events.

The Robes Night Shelter did not operate during 2022 but we were able to raise funds to provide food parcels for Robes at their winter 2021/2022 locations. The CC did see the return of the Robes Night Shelter in early 2023.

Montessori Community

The Infant Community meet in the centre's main hall on a Monday, Tuesday and Thursday morning. The Clapham Park Community meet upstairs every weekday and have an ongoing lease. Their proprietors are Ros Bowles and Lucía Gómez. The Clapham Park community pays £25,000 per year. The infant community pays £60 per session while the parent and babies group pay £37.50 per session. A new 'Montessori for parent and baby' group runs in the stage room on Tuesday mornings. This is run by Early Years teacher and speech therapist Mercedes López Palao and has been highly successful.

Our other groups include:

Children's Groups: ABC German, Spring School of Ballet, Clapham Martial Arts, Monkey Music, Sensory Land, Clip Theatre, Brownies and Guides.

Adult Groups: Vera the Diva ballroom dancing, Hapkido for adults, Ki-Aikido, AA, NA and ACA.

Holidays: holiday camp 7 Seals has been using the contact centre main hall during school holidays. It is run by primary school teacher Demii Patterson. They pay £100 per day.

New CC washrooms and hot shower



In 2022 PCC agreed to spend our available reserves to fund the re-building of the 60 year old CC washrooms off both the Main Hall and off the Stage Room. Additional fundraising was undertaken as the cost of the works (both in terms of materials and labour) had hugely increased since Covid.

The work caused inevitable nuisance and frustration for existing CC users and we are grateful for their forbearance during this period. Happily, users are delighted with the new washrooms none more so than the Robes team who made use of the showers constantly on Sunday evenings and Monday mornings in early 2023.

CC availability

Only a few slots remain available either in the Stage Room or Main Hall. Availability can be checked at <https://www.holyspirit-clapham.org.uk/hire-hall>

Staff

Paul Gregson cleans the centre for ten hours a week. He also provides cover for our church cleaner Basia when required. He is also extremely helpful with additional DIY tasks such as installing locks and putting up hooks. His weekly hours are 2 hours on Monday, Wednesday, Thursday, Saturday and Sunday.

Gill Fisher was contact centre manager between October 2020 and December 2022. In March 2023 Natalie Wood was appointed as Parish Manager – in this capacity Nat is in charge of all Contact Centre bookings and user enquiries as well as managing church payroll and maintenance.

Steven Rhind provides support as a handyman as and when required. He also cleans the church gutters on a six-monthly basis. He is paid out of petty cash.

Maintenance

Throughout 2022 various electric, boiler and ventilation matters were dealt with by Eco-heat plumbing, Dravo for the boiler issues and PJ Electrics. Robert Bowles, former church warden and lead on the church organ restoration, remains a constant source of support in dealing with issues such as stuck doors, leaks and damaged tiles.

Bookings and rates

With the exception of the Montessori community and 7 Seals, in 2022 professional groups paid a standard fee of £22p/h for the hall and £20p/h for the stage room. Charity groups such as NA paid £15 per session. Brownies and Guides paid £6 per session.

The rates for single hire of the space as a venue remained at £45.00p/h. Local people are also able to rehearse various art projects if we have space when no one else needs it.

In 2023 we are reviewing CC hire rates in view of prevailing inflation and huge energy costs.

For more information about the Contact Centre please email

contactcentre@holyspirit-clapham.org.uk

Andrew Chevis

SUNDAY SCHOOL

Sunday School Report on Covid Era March 2020 - December 2023 From the second half of Spring Term 2020 CHS Sunday School was different. The children were the same - our very own children but the place, the means and the adults were all different. Covid had arrived and we were no longer allowed to be in physical contact with each other - particularly with children who were thought to spread diseases with their frequent runny noses and funny tums! It was crucial to help them understand that we were all still there and were concerned about them, wanting to keep them secure and promote their well being. It was vital that the church was there to help them through this troubling time. Caroline, a long-time Sunday school leader and youth-worker knew our children needed extra care to keep them secure and safe and confident in this troubling environment. They needed help from outside the family to navigate this scary time. Sunday school was well placed to help. The church provided excellent IT advice and encouragement to use Zoom - of which most of us had never heard in those early days of March. Families stuck at home supported their young week in and week out by putting on their computers in their own kitchens and helping the children to tune in to Caroline's familiar face when it seemed as though everyone else had disappeared. Not one of the parents interfered with the concentration - or lack of it - the children's smiles or their confusion. Every one set up the tools requested each week in the online newsletter - and let us get along together - with half an ear cocked to take in what was going on so they could build on it in the week ahead. I knew it was vital to give our children familiarity and continuity. Fear interferes with everyone's normal development and reactions. To ease the fear surrounding the children became my core aim. I had a golden opportunity to use online resources in pictures and photos illustrating Biblical stories; we made connections between the uncertain walk we were all taking and the lessons Jesus was teaching over 2000 years ago. We sang songs on line - often going one more step along the road together in a noisy cacophony. We kept to a regular structure and we chatted without having to mute ourselves or stop anyone contributing. We followed a regular pattern allowing the children to engage with the story, to make pictures and crafts to embed the learning, and to find a language for their prayers at the end of each session. We followed the church's readings each week (except in the second half of the summer term, and the first half of the autumn when we met the children's needs more specifically - like explaining the Lord's Prayer). We developed children's ideas without having to re-interpret them to the adults. We let the whole church know exactly what we were doing and invited others to join us - but that was tricky. Throughout the three years it remained important to keep the structure and style of Sunday school regular and unchanging. When so much was uncertain it was crucial that the children could rely on at least one familiar

steady place and meeting. I had my reward one Sunday when I returned after an internet lapse to find the children all there, all waiting, all saying, "We knew you'd get back to us." We carried 10/11 children aged from 11 to 4 every Sunday until the first lock down lifted restrictions on sporting activities in July - at which point the older children went out to find friends and sport - essential to their well being. The 6 younger children, including Harry with his capacity to support the younger children, stayed together. They came regularly and frequently either in person or on Zoom marking major festivals by making decorations, pictures and scrapbooks wherever we were in the cycle of lockdown or release. Their termly scrapbooks marked their progress and retold the parables and stories we had discussed during our sessions. By Christmas 2023 it was obvious that the alarms and fears of the previous three years were receding. It was time to reach out to other children and for that we needed to change the format - more easily done by the whole congregation in its new plan of including the pram service members at our monthly 9.00 am service. Our Covid children form a tight little band of regulars - who learnt hymns and songs to sing together, learnt to pray at each gathering, to consider each other, to ask questions about relating to God and Jesus and each other. It is with great pleasure that I now see them taking the lead in encouraging other children to join in and grow in their understanding of Church life and of their own walk with God. I have taught Sunday school throughout my adult life but never as effectively as during this Covid Era. It was wonderful that I could call on all my learning, all my experience and all my skills to produce the best Sunday school sessions of my life. I was keen throughout to pass on those skills to younger people. I was supported by wonderful parents who were trusting and open minded to learning themselves, particularly Fiona, a loyal, regular, reliable assistant without whom I could not have delivered any of it. I hope the lessons of this troubling time will not be lost in our urgent rush to 'return to normal'. I thank our children of CHS for the enthusiasm, enjoyment and willingness to share which helped me in my turn to keep sane and smiling throughout these tricky Covid times. May the Lord be with them as they travel through their lives.

Caroline Russell Clark, former lay reader, primary teacher, youth worker, foster parent and childminder 4.5.2024

MUSIC

The Choir at CHS has had a fantastic year, singing regular Sunday Eucharist services and Choral Evensong once a month with fully sung canticles, responses, psalms and an anthem. The Choir currently has three choral scholars (two sopranos and one bass), who have also sung a smaller choral scholars' service once a month.

The Choir has thoroughly enjoyed tackling some more challenging music over the last few months and participating in regular music-making during the services at CHS.

In remembrance of Her Majesty Queen Elizabeth II's passing in September last year, the Choir beautifully performed Wesley's 'Lead me Lord' and Goodall's 'The Lord is my Shepherd' at CHS' Service of Commemoration.

This year's traditional Christmas service of lessons and carols heard the choir perform a range of repertoire across a variety of choral traditions. The music included works by MacMillan, Vaughan Williams, Victoria and Rutter. The Choir also continued its tradition of singing carols in Abbeville Village in December, which is always an enjoyable occasion.

The Choir was delighted to sing in several services during Holy Week this year. The choral scholars gave a wonderful yet solemn performance of White's Lamentations on Maundy Thursday, performed Rutter's 'Out of the Deep' written for organ, choir and solo cello, and the full choir jubilantly performed Vaughan Williams' 'Let all the World' on Easter Sunday.

The Choir is looking forward to more excellent music-making over the next few months.

The introduction of monthly services has also introduced some more modern hymns and pieces for a younger congregation. Many thanks to Paula Constant who has been leading this service from the music side.

Emma Grainger and Andrei Lebed

CHURCHES TOGETHER IN CLAPHAM

CTiC (Churches Together in Clapham) is the body which represents the different church denominations in Clapham (Anglican, Roman Catholic, Baptist, Methodist, Pentecostal and Orthodox), now comprising 11 congregations. CTiC's Standing Committee members are also the trustees who act as governance for the organisation. Liz Marin-Curtoud (Clapham Methodist Church) is Chair of CTiC and Henry Holmes (Holy Trinity Church) is Secretary. Rev Kit Gunasekera of St James Church, continues to run the CTiC website: www.cticlapham.org

The CTiC Forum, the principal body, met in May (the AGM at St James's Church), July (at CHS, including a talk by Christians against Poverty and the foodbank) and October 2022 (Holy Trinity, focusing on Eco-church/A-Rocha), as well as in February 2023 (Clapham Methodists).

Community Engagement/Projects

CTiC has continued to support Lifeline (providing a Christmas party for the elderly housebound of the area), the Ace of Clubs (venue for the forthcoming AGM) and the Hub, providing a refuge (in the Methodist Church) for young revellers from the bars and clubs of Clapham High Street. Individual churches, including CHS, have continued to support Robes.

Ecumenical Services and Events

St Paul's once again hosted the ecumenical Advent carol service. Monthly ecumenical Taize services take place at St Peter's Church. Clapham Methodist Church again hosted the Palm Sunday evening service.

Alan Mundy and Caroline Studdert

SILVER SOCIALS

Silver Socials has now been running for 8 Years! It is a get together for older or more vulnerable members of the local community, some are members of CHS, others not. It runs from 10.30 until 12 noon every Tuesday morning and provides chat, tea, coffee and homemade cake and an activity. We usually end with a few simple chair exercises. Once a month Deborah offers much appreciated manicures and pedicures which are funded by CHS. Otherwise, the morning is funded by the volunteers and members and includes the purchase of a bingo machine with a digital display to help the hard of hearing.

We have had several new members in the last year, some referred by the Social Prescribing link worker at Clapham Park Group Practice.

The majority of our guests now come by car or are pushed in wheelchairs. This requires a team of volunteers, but we are blessed with a terrific group of people and I think this is one of the great strengths of Silver Socials. Their support often goes beyond Tuesday mornings by providing advice, helping with form filling, giving lifts to appointments and visiting people who, for whatever reason, cannot join us in church. They are not all members of our congregation but are local residents. If you fancy a coffee on a Tuesday morning, do pop in to say hello and see what we get up to.

Judith Vickery

ONLINE COMMUNICATIONS

Online communications - 2022

CHS's online communications consist of the church website (www.holyspirit-clapham.org.uk), social media – on Twitter @holyspiritsw4 and Facebook - www.facebook.com/CHSCLapham, the newsletter and the broadcasting of services on Zoom, YouTube and Facebook.

The church website is managed primarily by Gavin Williams, using a service called Squarespace - www.holyspirit-clapham.org.uk ! It is maintained weekly with details of services and much more besides by a team which includes Rosslyn, Gavin and Gill.

The church also has a presence on Facebook (CHSCLapham) and Twitter (@holyspiritsw4) with postings made by a number of people including Gavin Williams and the church administrator.

The newsletter continues in weekly form with a team consisting of Joe Sternberg, Alan Mundy and Nick Jenni. The mailing list has seen very little growth ,with a mailing list of 350 people, but only 160 or so open it every week. It would be good to find ways to increase these numbers during 2023.

The church continues to share its main services online, with Gavin Williams having passed the rota management to Rachel Edge with other operators having included Andrew Chevis, Elizabeth Xie, Richard Long, Rhian Granleese and Nick Jenni.

There is always online attendance, both on Zoom and on YouTube (available on the church website). Much work by Mtr Ruth and Rosslyn, and now Natalie goes into making available the orders of service , and linking to them both on the website and in the newsletter.

Church of the Holy Spirit, Clapham



First Sunday after Christmas
16 views • Streamed 3 months ago



Christmas Day Festival Eucharist
35 views • Streamed 3 months ago



Midnight Mass
30 views • Streamed 3 months ago



Carols by Candlelight
18 views • Streamed 4 months ago



Fourth Sunday in Advent
6 views • Streamed 4 months ago



Traditional Service of Lessons & Carols
44 views • Streamed 4 months ago



Third Sunday in Advent
12 views • Streamed 4 months ago



Second Sunday in Advent
28 views • Streamed 4 months ago



Advent Sunday
70 views • Streamed 4 months ago



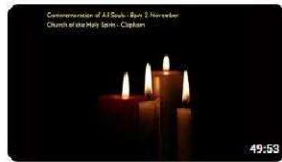
Feast of Christ the King
92 views • Streamed 5 months ago



Remembrance Sunday
26 views • Streamed 5 months ago



Third Sunday before Advent
99 views • Streamed 5 months ago



Commemoration of All Souls



All Saints



Evensong on Last Sunday after Trinity



Last Sunday after Trinity

For weddings and other life events, people appreciate having the ability not only to have a recording to keep of their event, but also to share it with others who are not able to attend. We extended the scope of the AV recently, with a recording of the Come & Sign event by Whitehall Choir, as well as an excellent Lent talk.

All of the people who support all this work online give life to the church. Thank you!

Nick Jenni

ROBES PROJECT

Background to Robes

The Robes Project has been serving the homeless of Southwark and Lambeth since 2007. The aim of Robes is to help relieve poverty among those experiencing homelessness in London by the provision of a winter night shelter, food, advice, support and re-settlement services to help them rebuild their lives. CHS's main involvement along with other Churches in Clapham is to support the rotating winter night shelter. In total there are 7 venues supporting the night shelter during any week through the winter months. Each venue will provide accommodation on a given night with guests rotating around the venues.

Robes 2022/2023

Due to Covid restrictions this winter was the first time the Winter Night Shelter has operated since 2019/2020. Originally CHS's involvement was to provide accommodation in the Contact Centre for guests over 3 Saturday nights in December. We achieved this with brilliant support from a team of volunteers from within the Congregation and the wider community. In summary the night shelter works as follows:

- > 6:00pm Volunteers arrive to set up beds and prepare for guests to arrive, volunteer Chefs arrive to prepare the evening meal
- > 7:00pm Guests arrive
- > 8:00 - food is served
- > 2 volunteers then stay in the Contact Centre overnight to look after the guests
- > 6:30am the following morning, Breakfast Chefs arrive along with volunteers to help wash up and clear away.
- > 7:30am - Breakfast served
- > 8:30am - everything cleared away and guests leave.

For the first time this winter we were able to offer showers to our guests, this was much appreciated.

The original plan was for a different group of 7 churches to support the night shelter from January through to end March (12 weeks), however the venue supporting Sunday nights had to drop out at short notice. After some discussion we agreed that the Contact Centre could be used instead. We are grateful to other users of the Contact centre for allowing this to happen. So, in addition to the 3 Saturday nights in Dec, we also supported 12 Sunday nights Jan to March. For these additional nights the volunteers were drawn from the CHS and other Churches in Southwark and Lambeth.

Next Winter

At this stage it is unclear what will happen next winter, Robes are looking for a "Static Shelter" which would allow guests to stay in a single venue through the winter with volunteers going to the venue to support and feed the guests. This would probably run in parallel with the usual rotating shelter, so there will be plenty of opportunities for people to get involved.

Finally, once again to say a big thankyou to all those who volunteered over the Winter.

More information about Robes can be found at www.robles.org.uk

Ian Cherrie

LAMBETH WELCOMES REFUGEES

Lambeth Refugees Welcome have not had expertise to contribute as a group to the efforts to host Ukrainian refugees, so as such, the group is currently dormant. Rachel is directing offers of help and donations towards local charities involved in supporting asylum seekers and refugees, such as English for Action, CARAS and Care 4 Calais.

The families welcomed by the council in the initial scheme and later Afghan families are settled and by and large have what they need and existing relationships locally. The only continuing need is larger accommodation from time to time, specifically, room to rent locally in 2-bed or larger rental properties which will accept payment at housing benefit rates - please get in touch with lambethrefugeewelcome@gmail.com if you know of anyone looking to rent on that basis.

Rachel Edge

LAMBETH CITIZENS

For the last few years CHS has been an active member of Lambeth Citizens, part of the nationwide Citizens UK movement, which seeks to empower local people to enable positive change in their communities by lobbying and practical action on social justice issues at the local and national level. Like other churches, colleges and community organisations we have paid an annual fee to belong to Citizens.

In 2022/23 representatives from CHS have:

- Taken part in the Assembly which lobbied local election candidates on the themes of better resourcing of refugee education, support for better social housing in the borough and better mental health provision.
- Met with the Leader of Lambeth Council as part of a Lambeth Citizens delegation, to follow up on promises made. This has resulted in Lambeth becoming a Borough of Sanctuary.
- Taken part in presentations to health providers of a report on mental health and subsequently establishing “Be well” hubs across the borough
- Continued to support Syrian and Afghan refugees living in the borough.

If CHS continues to support Citizens financially in the coming year we hope to:

- “twin” our Silver Socials group with a similar group from St John’s, Angell Town
- Continue our support for refugees
- Encourage training in mental health first aid and developing potential community leaders
- Take part in developing manifesto commitments for General Election candidates.

We ask that the PCC in 2023/4 considers how CHS can continue its support for Lambeth Citizens.

Alan Mundy, Caroline Russell-Clark and Nicola Kingston

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Spirit, Clapham, the membership of the PCC consists of the incumbent (our vicar), churchwardens, Deanery Synod representatives, Treasurer and the members elected by those members of the congregation who are on the electoral roll of the church.

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.

ADMINISTRATIVE INFORMATION

Holy Spirit, Clapham is part of the diocese of Southwark within the Church of England. The correspondence address is Narbonne Avenue, Clapham

London SW4 9JU. The PCC is registered with the Charity Commission in England and Wales under number 1134600.

Since the PCC is a body corporate, liabilities it incurs in contract are enforceable against it rather than against its members. A PCC member only become personally liable for a debt of the PCC if he or she voluntarily accepted legal responsibility for it or if the debt has arisen in circumstances involving a breach of the PCC member's fiduciary duties.

The PCC members who have served from 2022 until the date of this report was approved are:

2022

Ex Officio members:

Incumbent: The Reverend Ruth Burge-Thomas Chair

Wardens: Gavin Williams (Safeguarding Officer)
Katie Pollock

Elected members:

Rhian Granleese (PCC
Secretary)

Andrew Chevis (Treasurer)

Chris Loller

Paul Donohue

Caitrin Robertson

Margi Mahoney (Deanery Synod)

Kathryn Newell

James Buchanan

Caroline Studdert

Paula Wilson

Approved by the PCC and signed on their behalf by Rev Ruth Burge-Thomas.

KEEP IN TOUCH

Visit our website: www.holyspirit-clapham.org.uk

Facebook page: www.facebook.com/CHSClapham

Follow us on twitter: [@holyspiritsw4](https://twitter.com/holyspiritsw4)

Other useful contact details

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