

ANNUAL REPORT and FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL of the ECCLESIASTICAL PARISH of
ST MARK'S HIGHCLIFFE DIOCESE OF WINCHESTER

For the Year ended 31st December 2021

Vicar: The Reverend Veronica Brown

Independent Examiner: Sue Wintle MFAAT

Solicitors: Aldridge Brownlee Solicitors LLP, Highcliffe

Bankers:
HSBC Bank plc, Christchurch

Charity Number 1150249

St. Mark's Church - Annual Report for 2021

Aim and purposes

St. Mark's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Veronica Brown, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church, the two churchyards, St. Mark's Hall and Library. A Parish Office is situated within the complex.

Objectives and Activities

St Mark's Church is here to serve God, each other and the community. Our Christian faith is at the heart of our mission in Highcliffe. We are a friendly, varied and supportive group of people who meet to worship and minister together to share our love of God in our community.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Mark's Highcliffe. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the aims we set in our pMAP which was updated last year and approved by the Diocese and Deanery in September 2019. 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 developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Church of St Mark's and the Church Hall and Library.

Worship and Outreach

Pastoral Care

The pastoral care group continued to meet throughout the year to build up the Pastoral team with an aim of serving the church and wider community. One of our challenges has been to find drivers to get those members of our congregations to/from church who are no longer able to drive or walk longer distances.

Pastoral care beyond the church was accomplished through the Occasional Services (funerals, baptisms, and weddings). I am grateful for all the support of our pastoral team, who are stepping forward to support this worthy mission.

We will be hosting an annual Wedding Prep Afternoon in Feb 22 for the couples planning to get married this coming year.

Reverend Veronica Brown

Prayer in St Mark's 2021

There are a number of activities in this report which is written in the present tense as they continue: Intercessions at the 10am weekly Communion Service – including when streamed during lockdown: We have a rota of 8 people who lead the intercessions at the 10am Communion Service. Some follow a more structured format while others a more contemporary approach – all add depth and meaning to our prayer ministry in St Mark's. Intercessors are asked to include environmental issues/ climate change and the persecuted Church as appropriate. Thank you to all who lead our intercessions.

During the intercessions the Christian names of those who need prayer are read out, 'We pray for those of our Church family who are unwell or needing our prayers today – the names are read - and for those who are recovering, be with them all Lord and those who care for them'.

We also pray for the families of those who have died recently and for those whose loved ones' anniversary falls during the week.

Prayer Book: A Prayer Book is open on the altar for people to add names of those who need prayer: extended family, friends, anyone who needs our prayers can be added to the list in the prayer book; in this way we pray for needs beyond our parish for anyone known to us who needs prayer.

We also list those who are married, baptised and those who have died, they /their families are included in our prayers:

'Loving God we pray for all whose names are in our Prayer Book – thank you that you know each one and their needs today'.

Informal Prayer Group: This group meets weekly on Tuesday evening in the foyer or on Zoom when unable to meet in person. Prayer focuses on those who were unwell, the Church and issues around the world: environmental concerns, the persecuted Church and other things in the news. Sessions are led by members of the group - thank you.

Prayer Intentions: A list of intentions is prepared every month for the Parish News. Prayers are suggested based on key dates/anniversaries/events in the liturgical calendar, world issues, local needs, environmental concerns. We have 4 contributors - thank you.

Prayer email: So that we can respond quickly to any prayer needs a prayer email is circulated to members of the prayer group, intercessors, CWs and a few others. Prayer requests come from the Vicar, the office or directly to me including from the website.

All the above activities continue, thank you to all involved.

Prayer Ministry Team – this team, which offered prayer during Communion at the 10am Sunday service has not been reinstated since the pandemic. We need to recruit / train more people should we wish to restart this ministry.

Maureen Stringer

Pastoral Care – Bereavement

Sympathy cards were sent on behalf of the Church to express sympathy and condolences to those who were known to be bereaved. Information concerning bereavement support was published in the newsletter and magazine this year. There are several very helpful online bereavement support organisations available.

Annette Cheesman

Home Group

This is the first report for St Mark's Church Home Group, which was formed in September 2017. Our purpose is to study the Bible and we meet on alternate Monday mornings. Initially, Nelva led all the discussions but encouraged others to do so too and now we have three members (from our group of eight) who are happy to lead and very capable of doing so.

We started with the Gospel of Mathew, went on to Luke and now we are studying the Book of Acts. We have had to stop and start a few times due to the Lockdowns. Our home flat has been the venue but, as one of our members recently had a hip replacement and we have a staircase leading up from the front door, we were invited to meet at another members home where there is a conservatory opening to the garden with lots of windows and this has proved to be very beneficial.

Nelva Coss

Children and Schools

Highcliffe St Marks Primary School

Donations of Groceries and food treats for the children were requested by the school for families who were struggling to provide for themselves.

St Mark's Church members gave generously, and boxes of mixed groceries were taken to the school weekly in term time from approximately March until the end of July. Because of continuing Covid restrictions we have not been able to access the school in person for assemblies and clubs.

The Open The Book team led by Mike Goodman and Revd Veronica have filmed Open The Book style worship for the children to learn Bible stories and enjoy. Revd Veronica, Chris Brown, and Diana Faunce have written, filmed and edited weekly assemblies based on the school's collective worship themes. Both types of film have been well received by the staff and children at the school.

Differentiated activities have been prepared by Diana and sent to the school for inclusion on their school website and Facebook page. These activities are based on the school's themes and on Bible stories. They have been well received by the staff.

Church services

Breakfast@9 has continued every Sunday, either in person in the hall or on zoom. In the past six months, three new families have become regular worshippers, including one family, following a wedding, another family following a baptism, both conducted by Revd Veronica.

Breakfast@9 continues to provide warm, informal, family friendly worship, along with good coffee!

The crib service on Christmas Eve was well attended.

The Remembrance Day service was well attended and enjoyed especially by the uniformed groups. A large group of scouts and their leaders gathered in the hall afterwards for coffee and cake.

A small group gathered for the Christingle service, including several families and a group of Brownies and their leaders.

Diana Faunce

Little Fishes.

We braved opening again for the Autumn term and we're very pleased with the response from families after a long break. Strict precautions were and are followed of course. They are a great cohort of mums, grannies and carers who also assist the team in practical ways. We value the outreach into our community hugely and it was very good to see them bring other friends to our Nativity service. Little Fishes is not run for raising income for St. Mark's, but the Treasurer was pleased with almost £400 for the Autumn term. Well done to our team of volunteers who give their time on Monday mornings.

Jackie Peterson.

Highcliffe Churches Together

Church leaders and lay church leaders met regularly for fellowship, lunch, and planning. We took the bold step and planned two joint services: Loved Ones Remembered (November 2021) and are looking forward to a United Holy Communion Service (February 2022) with the Methodists at the Methodist church to replace the regular Sunday 10am Holy Communion. The Ecumenical Loved Ones Remembered service held at St Marks Church, which replaced our All Souls service went well and was well received. We have begun to advertise our services jointly making a shared Christmas services poster, which went into the local press and websites. We would like to make this an annual event, with each church taking it in turn to host. We are looking forward to planning more joint activities and services together. The annual service of Remembrance in church and at the War Memorial also involved all three churches and the uniformed groups and was well received by the whole community. The uniformed groups are keen for more involvement with St Mark's, and we look forward to discussing this further in 2022.

Ecumenical aspect of school ministry:

We now have a Roman Catholic Foundation Governor. The second foundation governor is planning to finish her role in March 22, and we are hoping to nominate a Methodist person.

Reverend Veronica Brown and Susan Lyonette

Flower report for 2021

2021 has been a much better year than 2020, although many restrictions were still in place, we were able to have services. The flowers have continued, but with a very small team at present, only 2 or 3 of us most of the year! We are now lucky to have an extra lady who has come to help on the big occasions, and we also have 2 more possible recruits in the pipeline.

We manage to run at very little cost, but are always grateful to our regular donors, Irene Mayes and Liz Fielding, who continue to support us. There are always the little extra donations which drop in occasionally, a great help!

Please do get in touch if you would like flowers for any situation, we are always willing to help.

Ann Nash, Flower coordinator.

Friends of St. Mark's

Due to the impact of the pandemic only two meetings were held in 2021 and an interim AGM on the 12th of September 2021. The current funds at that time stood at £55,601.92.

At the AGM Gillian Fifield took over Chairmanship from Ann Nash.

At the AGM a proposal was passed to increase the annual minimum subscription to £10.00; this being the first increase since the inception of the "Friends".

Fund raising was discussed at the last meeting and making an appeal to the congregation for more Committee members and members generally.

No grants were made to the church during 2021. A legacy of £11,750 was gratefully received from the estate of J Cooper. Subs/Donations were up from the previous year although quite a few members have not renewed, and more are needed to join. Currently the Friends are in a very healthy financial position with balances standing at £70845.

Mary Matthews Friends Secretary

Choir and Music

The past year has been a musical challenge but one which has found the choir continuing to be totally loyal and supportive.

After the Covid lockdown the choir resumed singing in May 2021, albeit with tight restrictions in place in order to keep everyone safe, myself included: I have had a most welcome screen in front of the piano and thank the PCC for this and a special mention of thanks for the diligence of Susan Lyonette Churchwarden.

Only 6 singers were allowed to sing at any one time, and the choir stoically led the hymn singing, as the congregation at that time were not allowed to join in. The choir was divided into two "teams" of six and sang alternative hymns and motets. This was an interesting exercise for me, sourcing music which could be acceptably sung by various voice combinations, and which was only three minutes in duration, now to be sung during the Communion Distribution.

We dropped from 5 hymns per service to 4, and this format continues.

In late July 2021 it was deemed allowable for the whole choir to sing together at one time, and this was a musical relief. Strict safety measures prevailed but we could now sing in four-part harmony.

The choir has continued to sing at every 10.00 am service and they deserve a hearty vote of thanks for maintaining enthusiasm, commitment, and humour throughout the Covid problems. Sadly, two male members of the choir have passed away since the last report: one female has stepped down, with the choir welcoming one new soprano. It will be necessary to recruit new singers into the choir to maintain its significant ministry. To this end there is an open invitation to anyone to come along and sample a choir practice: 7.00 to 8.30 pm Thursdays in the church.

The choir's motto: "Music does not need to be complicated, but it does need to be from the heart" has been lived out to the full.

Alison Hedger

Charitable support group

The Group meets approximately two weeks before each PCC. Each supported project is led and organised by a Group member. The Group has resisted supporting projects suggested to the Group. However, it would welcome and support any member of St Marks who wished to set up and run an approved project themselves. The Covid pandemic has created many problems including in

communication. It has also increased the number who prefer to make their donations online. This is excellent but it does prevent identifying amounts donated in these cases.

Local Initiatives

Workbox - Contributions to the Neonatal Unit, Poole. Warm knitted clothing for Mary's Men (Salvation Army). Christmas Angels for distribution in St Marks.

Honey Pot - The planned Quiz Night has been postponed

Samaritan's Purse and Shoebox Supported mainly online

Christchurch Foodbank - Regular donations continue to the box at the back of the church, in addition St Marks members also are included in a rota of collection from the Coop. The "Reverse Advent" was generously supported by St Marks.

Christchurch Community Partnership - Sewers from St Marks made 200 large "Activity Bags" for the Summer Hunger scheme.

Children's Society - The boxes have raised in excess of £993.11.

International Initiatives

Christian Aid - Door to door collections are now replaced by regular updates in the Parish Magazine with opportunities to respond to natural disasters when they occur.

Kinkiizi - The "40p for 40days" Lent 2021 collection was very successful raising £1261 and is expected to continue again in Lent 2022.

Eve Project - Covid and communication problems have prevented activity.

A Rocha - Christmas collections raised 171.50

Bob Gilbertson

Fabric report

During the year a Quinquennial inspection was carried out, this included urgent work to be carried out. This work has been ordered, but not yet completed. These works are a blocked down pipe to be cleared and the transept valley gully above the organ loft to be repaired.

A broken outside light at the bottom of the drive has been replaced, and various bulbs have been replaced during the year.

A dementia suitability survey and a health and safety survey have also been carried out, and appropriate work will be ordered so that we can comply with their requirements.

Churchyards

The Community Service Works Team is no longer able to maintain the graveyards because of Covid, this posed problems for us to maintain the new churchyard to the appropriate standard. After receiving tenders, the PCC appointed Mark David to manage the maintenance of both of the churchyards, originally this was for just for the new churchyard, to bring it back into shape, but it was then decided to appoint him to manage both churchyards.

The PCC agreed to halt the transfer of land in the new churchyard, there had been delays in the process and the prospect of giving up a small area of land suitable for graves in exchange for a larger area covered in trees no longer seemed viable.

Several complaints were received regarding the condition of the old churchyard, including overhanging and falling tree branches, which tree surgeons have removed. Damage to trees also occurred after the gales towards the end of the year and the PCC has been advised to arrange for a tree survey in both churchyards. The last one was carried out in the old churchyard in 2016.

Mark has now taken over the maintenance of the old churchyard as well. He has encountered several problems with sunken graves and cavities under graves. Both graveyards are being inspected by David Cannings the Health & Safety Officer and soil is being purchased to fill in the cavities.

New signage displaying the current Diocese Regulations has been erected in both graveyards.

Liz Morton Churchwarden

Churchwarden report including our Covid Report

Although we began 2021 with church closed, we continued to share fellowship with one another although remotely and looked forward to renewing our fellowship and worshipping in church together again at some point in 2021.

We continue to be grateful that we have been blessed with the arrival of Revd Veronica and Chris who masterminded the recording of services. Sue made a rota of willing volunteers to join the recording team to read and lead intercessions for our recordings. Revd Veronica ensured that, through her inspirational teaching and dedication, our spiritual lives had the opportunity to grow and that the outreach was far greater as people connected with this new way of worshipping. Diana, Maureen, and Mike continued to lead B@9 with well attended weekly services on "zoom".

During Lent Maureen Stringer LLW and Colin Chatten LLM led two successful "zoom" Lent groups both groups were well attended. We delivered Ash Wednesday packs to our church family to use and share while they watched our service online. Our Holy week services were pre-recorded and with great joy and apprehension we opened our church with Covid restrictions in place for in person services on Easter Day. We have with the support of Chris and Michael W been able to stream live our 10 o'clock service since we reopened our church.

We celebrated our Patronal festival with a visit from Revd Canon Gary Philbrick our Area Dean, who presided and preached at our 10 o'clock service. Finally congregational singing resumed at Pentecost. We enjoyed listening to our choir, but it was a joy for our congregation to be able to join singing with the choir during services. On Trinity Sunday we celebrated with Revd Canon Terry Pinner and his family the sixtieth anniversary of his priesting.

For the remainder of 2021 we managed to keep our church open for all our regular services and B@9 gradually reintroduced refreshments and finally breakfast as the year and restrictions permitted. Sanitising, masks, risk assessments and social distancing became the new 'buzz words', however, more importantly we were able to worship together once more.

On NHS day we took Angels made by our workbox group to Highcliffe Medical Centre to thank them for looking after us. In the evening our bell ringers rang the bell as part of the national bell ring to thank our NHS.

In September we reopened our church for individual private prayer on Saturday mornings and our reopening was complete. We held a joint "Loved ones Remembered" service with our ecumenical friends from the Methodist Church and Holy Redeemer RC church and hosted the formal annual Highcliffe Remembrance Day service and Act of Remembrance service at the War Memorial. Advent and Christmas saw us hold all our usual services and gratefully we ended the year with an open church and growing congregation at all services.

There is a wealth of committed people all doing their part to ensure St Mark's runs smoothly and efficiently and we are grateful for the support of our vergers, sidespeople, flower arrangers, choir, those who read the lessons and prepare intercessions for our services. We are always looking for people to join us so please do consider joining our team.

Finally, a huge thank you to Revd Veronica for the joy that she brings to our church life and for her dedication to us all.

Susan Lyonette Churchwarden

GDPR Report

Parish Resources have, during the last year, not issued any updates to their original advice. An additional consent form has been deemed necessary concerning the use of photographs, this has been produced and is now in use. I have conducted the annual risk analysis review and have nothing to report.

Michael Williams Data protection Officer

Health and Safety Report

During 2021 all the necessary annual checks took place including all Fire equipment, Security lighting and the churchyards. Regular checks on the First Aid equipment took place.

There were no reported Health and Safety incidents

David Cannings Health and safety Officer

Safeguarding Report

The PCC places a high priority on its responsibilities towards children and vulnerable adults.

'As members of the St Mark's Parish Community' 'we commit to the support, nurture, protection and safeguarding of all'. The safeguarding statement is on display in the church Foyer. The PCC has and will continue to comply with the duty to have due regard to the House of Bishop's Guidance on Safeguarding Children and Vulnerable Adults as set out under S5 of the Safeguarding and Clergy Discipline Measure 2016.

Both Church Wardens, and those responsible for activities that involve other people, have been checked by the Disclosure and Barring Service.

We had no reported Safeguarding incidents during 2021.

All policies and procedures continue to be reviewed and updated annually as appropriate; policy reviews continued during 2021.

The period a DBS check is valid for has been reduced from five years to three. This will bring the Church of England in line with all charities nationally. Work is in progress to ensure that all those

currently with DBS Clearance have their certificate renewal brought forward to comply with the new three-year renewal.

To ensure that we understand Safeguarding procedures a Basic Awareness Course is planned for PCC, when the Diocesan trainers are permitted to hold in person training events during 2022.

Mrs Susan Lyonette is the nominated Safeguarding Officer.

Any concerns should be address to the Safeguarding Officer or the Vicar Revd Veronica Brown.

Susan Lyonette Safeguarding Officer

Electoral Roll

All are welcome to attend our regular services. As of 31st December 2021, there were 143 people on the Church Electoral, 18 of whom were not resident in the parish.

Claire Rose Electoral Roll Officer

2021 Service Attendance

The average weekly attendance, counted during October, was 92, but this number increased at festivals.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. We have celebrated 12 baptisms and 4 weddings and supported 39 funerals in our church this year.

Accounts report for 2021

2021 has been a year in which some things have begun to return towards the previous normal.

As Church services have resumed, many made "catch-up" donations and resumed cash collections, increasing our "normal" income compared with 2020. Planned Giving reached £k50, and cash collections and single gift aided donations reached £k8, if not to the higher 2019 and 2018 levels.

At the end of the year, we had 41 donors regularly using the Parish Giving Scheme – our preferred method of giving – 7 more than the previous year.

We are pleased to have received £k10 for the Heating Project from the Talbot Trust (note that such grants have been reclassified as reserved rather than designated), £k12 from the estate of Jo Cooper and £k1 from that of Clifford Dunkley. Gifts in a will are particularly gratefully received, indicating the importance of St Marks to the donors.

Fee receipts have increased to £k9 partly due to the 5 weddings celebrated – another post lockdown effect. Printing and sales of the Magazine have resumed, and the Hall account is no longer losing money as lettings begin again.

At £k116 total income is comparable to 2019 (2020 had the receipts for the Heating Project included).

The major item in our expenditure is the Common Mission Fund. Once again, we have managed to pay the requested amount by reducing our reserves. Although the 2022 request is lower, whether we will again be able to pay in full is a matter of concern.

Following many complaints, the PCC has decided to spend more on maintaining our churchyards. This has received favourable comment but has revealed health and safety concerns due to the subsidence of various graves. We are grateful for the specific donations towards this.

In total our expenditure is similar to 2020 at £163.

However, 2021 continued the trend of expenses exceeding income, which is of course unsustainable in the long term.

While we have only lost £9 overall on a cash basis (excluding depreciation), the reduction of £32 in unrestricted funds is more worrying, and we will be trying to raise more funds in 2022 to rectify this.

Francis Bray Treasurer

St Mark's Church Highcliffe Chairs Report 2021

Like many other organisations across the world, St Mark's Church had to respond to unprecedented challenges which arose due to the ongoing Covid pandemic. We continued to carry out ministry and mission in creative ways, using pre-recorded video services during lockdown and live streaming our services for those isolating at home. We faced difficult decisions as we looked for a way to contend with our significantly reduced volunteer resources and giving/donation income, and the resulting financial shortfall.

Throughout this past year, our churchwardens managed the lockdown and re-opening of the church and its buildings with great dedication bringing us through the changing regulations with sensitivity and care. We have made great progress building up hall lets, thanks in a large part to the work of our Parish Administrator. Aside from giving us an opportunity to serve the community, this engagement goes a long way to raising our visibility in the community and increasing our annual income.

I give thanks to God for all of you – for your faithfulness to God's mission: worshiping, praying, studying, caring for the fabric of the church, effectively managing finances, and reaching out to the community with the gospel through your participation in prayer, Little Fishes, schools ministry, B@9, occasional services, pastoral care, and charitable support. I give thanks to all the volunteers who lead these areas of mission, to the PCC and Standing Committee and to the supporting roles as well, including vergers, cleaners/dusters and brass polishers, bulb changers, hospitality team and various maintenance support and churchyard workers. Thank you for all you do in the name of Christ!

Rev'd Veronica Brown Vicar

Christchurch Deanery Synod

Three members of the PCC sit on the deanery synod including Susan Lyonette who is Lay Chair. This provides the PCC with an important link between the parish and the wider structures of the church. This year much of the work of the Deanery Leadership Team has been supporting parishes individually and alongside the Diocese who are involved in the Diocesan Pastoral Reorganisation plan. Within Christchurch Deanery two clergy posts have been lost and parishes in the south of the Deanery are being merged to facilitate the loss of one of the clergy posts. Susan Lyonette

Report from Christchurch Deanery Synod 2021

The first Synod meeting of 2021 in February was conducted by Zoom given ongoing Covid19 restrictions. Synod was informed that the Diocesan Resilience Plans were being progressed and would result in a reduction of 22 stipendiary posts and the post of Archdeacon of Bournemouth not being filled. Bishop Debbie would be attending an extra Synod Meeting in March to discuss. In a presentation to Synod, Luke Maundrell, Diocesan Stewardship and Resources Advisor, said that the Deanery had managed to contribute 81% of its share of the 2020 Common Mission Fund (CMF). Some parishes which relied on fund raising events had seen their income seriously impacted by the pandemic closures. He showed a new video produced to illustrate and clarify the purpose of the CMF, 80% of which is used to pay clergy stipends. Luke emphasised the importance of legacy giving in parishes. New resources to help parishes encourages people to include the church in their wills would be available in 2021. Synod was also reminded of the resources available via the Diocesan Parishes Resources Website and the Parish Buying Scheme, which also featured how to utilise the 'Give a Little' App. QR codes on posters etc were also useful.

At the meeting in March, held by Zoom, Synod welcomed the Bishop of Southampton, the Right Reverend Debbie Sellin, and the Archdeacon of Winchester, the Venerable Richard Brand. Bishop Debbie, introducing the Resilience Exercise, said that before the pandemic, the Diocese had an unsustainable deficit and then Covid 19 has exacerbated the problem. Cuts in the budget for the Diocesan Office and axing of some central posts, together with the sale of Old Alresford Place would save £0.75 million. The remaining £1.25 million had to be found from clergy posts and housing. This had resulted in the need to cut 22 stipendiary posts throughout the Diocese. Richard Brand commented that the reduction of posts had to be sustainable and carefully worked out. For the Deanery this meant the loss of an associate priest in Ringwood and the formation of 2 new benefices: Mudeford with Burton, and Bransgore and Hinton with Burley and Sopley, resulting in the loss of one post. Bishop Debbie acknowledged the graciousness with which the proposals had been received. The meeting broke up into smaller groups for further discussion and, after reconvening, Richard Brand responded to questions raised. He made clear that the option for benefices to have local church committees, as sub-committees of a single PCC, had been included in later drafts of papers on the subject. He did not feel that an alternative structure, involving Joint Councils, would result in simplification of structures. It was noted that a question had been submitted to Diocesan Synod querying the loss of the 2 posts from Christchurch Deanery.

At the June Synod Meeting held by Zoom, Professor Victor Humphrey from the Diocesan Environmental Group gave a presentation on caring for God's Creation and addressing climate change. He explained that the problems were current, with increasing loss of biodiversity and a continuing rise in temperatures, making 2020 the second warmest year on record. He talked about ways to raise the profile and encourage tangible action in response to climate change and challenged Synod members to decide on one thing they could do in their parish to improve their 'Eco church' status.

The final Synod Meeting of the year in September was the first to be held in person for over a year. Matthew Trick gave a thought-provoking presentation – 'Learning from Covid'. He suggested for many it has been an exhausting time navigating through the pandemic, but that there are many points we should be thankful for. He asked Synod to consider what impact the recent changes churches have made might have on our Mission Action Plans. Also at the meeting, Gary Philbrick led a workshop based on music as part of worship. The various roles of music included being an integral part of services in the Coptic Orthodox church an enabler of prayer, as a gift from God to us, and as a way to reflect the church's different seasons.

Throughout 2021, the Deanery continued its support for the Kinkiizi Diocese in Uganda. Whilst it has been very challenging for Kinkiizi dealing with Covid, it also proved to be the best ever year for Deanery fundraising, with over £10,000 raised through the '40 for 40' Lent and Covid appeals.

John Dowsett Deanery Rep Avon Valley Churches on behalf of Christchurch deanery.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Mark's the membership of the PCC consists of the incumbent (our Vicar), churchwardens, the Licensed Lay Ministers, Licensed Lay Worker and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services and members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

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. The full PCC met seven times during the year with an average level of attendance of 70%. The PCC operates through the Standing Committee: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It consists of the Vicar, the Churchwardens, Treasure, Safeguarding Officer, Data protection Officer and Health and safety Officer.

Administrative information

St. Marks's Church is situated in Hinton Wood Avenue, Highcliffe. It is part of the Diocese of Winchester within the Church of England.

Our **Parish Administrator**, Lorna Prout, is usually in the office on Thursdays, but monitors emails and telephone messages from home at other times. Much of her work is linked to supporting the Vicar with arrangements for baptisms, weddings and funerals. Lorna also manages bookings for the Hall and Library. All correspondence should be posted to:

The Parish Administrator, St. Mark's Church, Hinton Wood Avenue, Highcliffe, Christchurch, BH23 5AA.

Or by email to: parishoffice@stmarkshighcliffe.org.uk

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

Registration as a Charity. The PCC is registered with the Charity Commission.

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

During the year the following served as members of the PCC

Vicar	The Reverend Veronica Brown	Chairman
Licensed Lay Minister	Mr Colin Chatten	
Licensed Lay Worker	Miss Maureen Stringer	
Churchwardens (elected annually)	Mrs Susan Lyonette	Vice-Chairman Deanery Synod (Lay Chair)

	Mrs Elizabeth Morton	Safeguarding Officer Deanery Synod
Representatives of the Deanery Synod (elected every 3 years for a 3-year period)	Mr Francis Bray	Treasurer
Elected Members (elected every 3 years)	Mr David Cannings	Health and Safety Officer
	Miss Sandra Channon	
	Mrs Annette Cheeseman	Secretary (until September 2021)
	Mrs Diana Faunce	
	Dr Bob Gilbertson	
	Mr Michael Goodman	
	Mr Mark Hadfield	Legacy Officer
	Mrs Diane Hegarty (co-opted September 2021)	Secretary (from September 2021)
	Mrs Ann Nash	
	Mrs Jaqueline Peterson	
	Mr Michael Williams	Data Protection Officer

Trustees' Duties: The Trustees have complied with the duty imposed by section 4 of the Charities Act 2006 to have due regard to the guidance published by the Charity Commission in respect of public benefit.

Approved by the Parochial Church Council on Monday 14th March 2022 and signed on its behalf by
The Reverend Veronica Brown

St. Mark's Church

Highcliffe

Annual Financial Statements

of the

Parochial Church Council

For the year ended 31 December 2021

Incumbent: The Reverend Veronica Brown

Independent Examiner: Sue Wintle FMAAT

Solicitors: Aldridge Brownlee, Highcliffe

Bankers: HSBC, Christchurch

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

Independent Examiner's report to the trustees of the Highcliffe Parochial Church Council

I report on the accounts of the charity (no. 1150249) for the year ended 31 December 2021 which are set out on pages 1 to 8.

Respective responsibilities of trustees and examiner:

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of the Association of Accounting Technicians. It is my responsibility to:

- * examine the accounts 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 Charities Act, and
- * to state whether particular matters have come to my attention.

Basis of independent examiner's statement:

My examination was carried out in accordance with 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 accounts present a "true and fair" view, and the report is limited to those matters set out in the statement below.

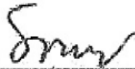
Independent examiner's statement

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

(1) which gives me a reasonable cause to believe that in any material respect the requirements:

- * to keep accounting records in accordance with section 130 of the Charities Act; and
 - * to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
- have not been met; or

(2) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Sue Wintle FMAAT

27 Bascott Road
Wallisdown
Bournemouth
Dorset
BH11 8RJ

Date:

23-02-2022

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

		Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds 2021	Total Funds 2020
	Notes	General £,000	Designated £,000	£,000	£,000	£,000	£,000
Income and endowments from:							
Donations and legacies		90	-18	29	0	101	225
Charitable activities		13	0	0	0	13	9
Other trading activities		-1	0	0	0	-1	-7
Investment income		0	0	0	1	1	1
Total		103	-18	29	1	116	228
Expenditure on:							
Charitable activities		136	-3	29	1	163	168
Total		136	-3	29	1	163	168
Net gains/(losses) on investments					6	6	3
Net income/expenditure		-33	-15	0	6	-42	63
Total funds brought forward		67	86	1	41	196	133
Total funds carried forward		34	71	2	47	154	196

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

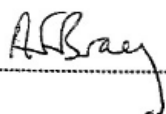
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

		Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	Total Funds
		General	Designated				
Notes						2021	2020
Income and endowments from:							
Donations and legacies							
		49,926				49,926	45,664
		3,606				3,606	3,580
		15,736				15,736	20,323
		4,329				4,329	2,855
		3,753	209	1,140		5,102	37,220
		12,796	-18,000	28,000		22,796	46,050
						0	69,259
		90,145	-17,791	29,140	0	101,494	224,950
Charitable activities							
		292				292	407
		9,398				9,398	6,534
		389				389	312
				313		313	307
1		3,015				3,015	1,715
		13,094	0	313	0	13,407	9,274
Other trading activities							
		0				0	0
2		-505				-505	-7,149
		-505	0	0	0	-505	-7,149
Investment income							
		7			1,202	1,208	1,234
		7	0	0	1,202	1,208	1,234
Total							
		102,741	-17,791	29,453	1,202	115,604	228,310
Expenditure on:							
Charitable activities							
		579				579	1,393
		6,800	120		107	7,026	13,590
		1,065	89			1,154	449
		9,137		1,140	1,095	11,372	16,384
		0				0	-334
		7,381				7,381	3,586
		7,854				7,854	6,594
		94,811				94,811	89,719
		333				333	267
		379				379	172
3		2,579				2,579	5,180
		3,083				3,083	3,211
		0				0	0
		300				300	450
4		1,429	-2,794	28,000		26,635	27,586
Total							
		135,729	-2,585	29,140	1,202	163,486	168,247
Net gains/(losses) on investments							
					5,914	5,914	2,647
Net income/expenditure							
		-32,989	-15,206	313	5,914	-41,968	62,710
Total funds brought forward							
		67,353	86,171	1,262	41,376	196,162	133,452
Total funds carried forward							
		34,364	70,965	1,574	47,290	154,194	196,162

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AT 31 DECEMBER 2021

	Notes	2021	2020
FIXED ASSETS			
Tangible assets	4	76,784	103,419
Investments		<u>47,290</u>	<u>41,376</u>
		124,074	144,795
CURRENT ASSETS			
Debtors	5	4,679	3,356
Short term deposits	6	23,048	45,291
Cash at bank and in hand	7	<u>12,180</u>	<u>10,733</u>
		39,906	59,380
		<u>163,980</u>	<u>204,175</u>
CURRENT LIABILITIES			
Creditors falling due in one year	8	8,810	7,352
Income received in advance	9	<u>976</u>	<u>661</u>
		9,786	8,013
TOTAL NET ASSETS		<u>154,194</u>	<u>196,162</u>
FUNDS			
	10		
Unrestricted funds		105,329	153,524
Restricted funds		1,574	1,262
Endowments		<u>47,290</u>	<u>41,376</u>
		<u>154,194</u>	<u>196,162</u>



A.F. Bray
Treasurer

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

1. PARISH MAGAZINE ACCOUNTS

RECEIPTS	2021	2020
Sales and donations	639	435
Advertising	<u>2,668</u>	<u>1,506</u>
	3,306	1,941
PAYMENTS		
Stationery and bank charges	245	180
Church news services	<u>46</u>	<u>46</u>
	291	226
Surplus for the year	<u>3,015</u>	<u>1,715</u>

2. PARISH HALL LETTING ACCOUNTS

RECEIPTS	2021	2020
Regular Lettings	11,143	8,724
Ad Hoc Lettings	2,138	
Donations	<u>0</u>	<u>3</u>
	13,281	8,727
PAYMENTS		
Cleaning	3,884	2,009
Licences	216	
Electricity and water	3,930	6,079
Repairs	495	2,561
Stationery and bank charges	9	80
Staff	<u>5,253</u>	<u>5,146</u>
	13,786	15,876
Surplus for the year	<u>-505</u>	<u>-7,149</u>

3. GRANTS AND CHARITIES

	2021	2020
The Poppy Appeal	192	35
Foodbank	660	2,840
The Childrens Society (Christmas)	59	-
Christchurch Deanery Synod Kinkiisi account	1,447	1,869
A Rocha	172	-
Toilet Twinning	-	34
Christian Aid	50	-
Salvation Army Homeless	-	103
Dorset Air Ambulance	-	100
Julia's House	-	100
The Honeypot Children's Charity	<u>-</u>	<u>100</u>
	2,579	5,180

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)

4. TANGIBLE ASSETS	Heating	Office & garden equipment	Sound system	Security system	Kitchen	Screens & projector	Total
Cost							
At 1 January 2021	122,851	7,100	7,143	2,884	11,731	6,844	158,553
Additions							0
	122,851	7,100	7,143	2,884	11,731	6,844	158,553
Depreciation							
At 1 January 2021	24,570	7,100	4,549	2,884	9,187	6,843	55,134
Charge for the year	24,570	0	1,429	0	636	0	26,635
At 31 December 2021	49,140	7,100	5,978	2,884	9,823	6,844	81,769
Net book value							
At 31 December 2020	98,281	0	2,594	0	2,544	0	103,419
At 31 December 2021	73,711	0	1,165	0	1,908	0	76,784

5. DEBTORS		2021	2020
Magazine a/c	Expense Advance Payments	47	46
Hall a/c	Lettings Debtors	2,042	294
	Expense Advance Payments		
		2,042	294
Main a/c	Cash not cleared	1,961	2,605
	Gift Aid Accrual	176	253
	Expense Advance Payments		17
		2,137	2,875
Fees a/c	Debtors	453	142
		4,679	3,356

6. SHORT TERM DEPOSITS

	Unrestricted	Restricted	Total
At 31 December 2020	45,291	0	45,291
At 31 December 2021	23,048	0	23,048

7. CASH AT BANK AND IN HAND

	Unrestricted	Restricted	Total
At 31 December 2020	9,471	1,262	10,733
At 31 December 2021	10,605	1,574	12,180

8. CREDITORS		2021	2020
Hall a/c	Utilities	800	1,404
	Staff	513	599
	Cleaning	405	
	Licenses	216	
	Other	9	26
		1,943	2,029
Main a/c	Utilities	500	400
	Charities	59	113
	Staff and Organists	924	620
	Gardening	1,463	186
	Cleaning and repairs	221	242
	Stationery etc.	228	238
	Clergy Expenses	386	
	Independent Examiner	300	450
		4,080	2,249
Magazine a/c	Other	5	5
Fees a/c	Unprocessed Payments	2,782	3,074
		2,782	
		8,810	7,352

9. Income Received in Advance		2021	2020
Fees a/c	Wedding Deposits	661	661
Magazine a/c	Advert prepayment	315	-
		976	661

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)

10. FUNDS

UNRESTRICTED FUNDS

	Main account	Magazine	Hall	Little Fishes	Total
At 1 January 2021	153,411	1,018	-905	0	153,524
Surplus/(Deficit) for the year	-51,094	3,015	-505	389	-48,195
Transferred to main account	-631	-3,480	4,500	-389	0
At 31 December 2021	101,686	554	3,090	0	105,329

RESTRICTED FUNDS

	Churchyard	Heating	Church Fabric	Flower	Total
At 1 January 2021		0	0	1,262	1,262
Income	1140	28000		680	29,820
Expenditure	-1140	-28,000		-367	-29,507
At 31 December 2021	0	0	0	1,574	1,574

ENDOWMENT FUNDS

	Lorraine Legacy (upkeep of churchyard)	Malcolm & Callear Legacies (upkeep of churchyard)	St Mark's Repair Charity (fabric repairs)	Stuart Trust (fabric repairs)	Total
At 1 January 2021	21,798	15,939	1,621	2,017	41,376
Investment income	632	462	48	59	1,202
Transferred to main account	-632	-462	-48	-59	-1,202
Increase in value of funds	3,118	2,280	230	286	5,914
At 31 December 2021	24,916	18,219	1,851	2,303	47,290

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

Accounting framework

The accounting, auditing and reporting regime for Church of England PCCs, is contained in the following documentation:

- Charities Act 2011
- Charities (Accounts and Reports) Regulations 2008
- Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS 102)

In addition, financial statements for PCCs must be prepared in accordance with the following:

- The PCCs (Powers) Measure 1956
- The Church Representation Rules (CRRs)
- The Church Accounting Regulations 2006,

which form the link between the CRRs and the requirements of the Charities Act

Accounting Policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)). The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at fair value.

INCOMING RESOURCES

Recognition of income and endowments

These are included in the Statement of Financial Activities (SOFA) when: the PCC becomes legally entitled to the use of the resources; and inflow of economic benefit is probable; and the monetary value can be measured with sufficient reliability.

Fundraising costs

Funds raised from events and trading activities (e.g. a fete, a garden party or sales of books and magazines) are reported gross in the SOFA – i.e., before any related costs that may have been deducted from the gross proceeds.

Grants and donations

Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid Tax claims, etc., on cash donations

Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental income

Rental income from the letting of the church hall and library is recognised when the rental is due.

Investment income

This is included in the accounts when receivable.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

(continued)

EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Governance costs:

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

ASSETS

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements. The parish have maintenance responsibility for the consecrated land/buildings and certain other (benefice) properties within the parish. The Charities Act 2011 states in Section 10(2) that benefice property (subsection (a) and consecrated property (sub-section (c)) are removed from the definition of charity for the purposes of the Act. Therefore these assets should not be included in the financial statements though they may be referred to in the notes. Costs associated with the maintenance or improvement of such assets will be written off in the year they are incurred. This exclusion includes the parsonage house.

Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt. Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Land Nil
- Buildings* Nil
- Fixtures & Fittings 5 years

*No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

Investments

Investments quoted on a recognised stock exchange or whose value derives from them (CIFs, etc.) are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

FUNDS

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds

These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

St. Mark's Church

Highcliffe

Annual Financial Statements

of the

Parochial Church Council

For the year ended 31 December 2021

Incumbent: The Reverend Veronica Brown

Independent Examiner: Sue Wintle FMAAT

Solicitors: Aldridge Brownlee, Highcliffe

Bankers: HSBC, Christchurch

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

Independent Examiner's report to the trustees of the Highcliffe Parochial Church Council

I report on the accounts of the charity (no. 1150249) for the year ended 31 December 2021 which are set out on pages 1 to 8.

Respective responsibilities of trustees and examiner:

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of the Association of Accounting Technicians. It is my responsibility to:

- * examine the accounts 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 Charities Act, and
- * to state whether particular matters have come to my attention.

Basis of independent examiner's statement:

My examination was carried out in accordance with 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 accounts present a "true and fair" view, and the report is limited to those matters set out in the statement below.

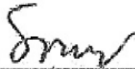
Independent examiner's statement

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

(1) which gives me a reasonable cause to believe that in any material respect the requirements:

- * to keep accounting records in accordance with section 130 of the Charities Act; and
 - * to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
- have not been met; or

(2) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Sue Wintle FMAAT

27 Bascott Road
Wallisdown
Bournemouth
Dorset
BH11 8RJ

Date:

23-02-2022

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

		Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds 2021	Total Funds 2020
	Notes	General £,000	Designated £,000	£,000	£,000	£,000	£,000
Income and endowments from:							
Donations and legacies		90	-18	29	0	101	225
Charitable activities		13	0	0	0	13	9
Other trading activities		-1	0	0	0	-1	-7
Investment income		0	0	0	1	1	1
Total		103	-18	29	1	116	228
Expenditure on:							
Charitable activities		136	-3	29	1	163	168
Total		136	-3	29	1	163	168
Net gains/(losses) on investments					6	6	3
Net income/expenditure		-33	-15	0	6	-42	63
Total funds brought forward		67	86	1	41	196	133
Total funds carried forward		34	71	2	47	154	196

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

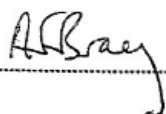
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

		Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	Total Funds
		General	Designated				
Notes						2021	2020
Income and endowments from:							
Donations and legacies							
		49,926				49,926	45,664
		3,606				3,606	3,580
		15,736				15,736	20,323
		4,329				4,329	2,855
		3,753	209	1,140		5,102	37,220
		12,796	-18,000	28,000		22,796	46,050
						0	69,259
		90,145	-17,791	29,140	0	101,494	224,950
Charitable activities							
		292				292	407
		9,398				9,398	6,534
		389				389	312
				313		313	307
1		3,015				3,015	1,715
		13,094	0	313	0	13,407	9,274
Other trading activities							
		0				0	0
2		-505				-505	-7,149
		-505	0	0	0	-505	-7,149
Investment income							
		7			1,202	1,208	1,234
		7	0	0	1,202	1,208	1,234
Total							
		102,741	-17,791	29,453	1,202	115,604	228,310
Expenditure on:							
Charitable activities							
		579				579	1,393
		6,800	120		107	7,026	13,590
		1,065	89			1,154	449
		9,137		1,140	1,095	11,372	16,384
		0				0	-334
		7,381				7,381	3,586
		7,854				7,854	6,594
		94,811				94,811	89,719
		333				333	267
		379				379	172
3		2,579				2,579	5,180
		3,083				3,083	3,211
		0				0	0
		300				300	450
4		1,429	-2,794	28,000		26,635	27,586
Total							
		135,729	-2,585	29,140	1,202	163,486	168,247
Net gains/(losses) on investments							
					5,914	5,914	2,647
Net income/expenditure							
		-32,989	-15,206	313	5,914	-41,968	62,710
Total funds brought forward							
		67,353	86,171	1,262	41,376	196,162	133,452
Total funds carried forward							
		34,364	70,965	1,574	47,290	154,194	196,162

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AT 31 DECEMBER 2021

	Notes	2021	2020
FIXED ASSETS			
Tangible assets	4	76,784	103,419
Investments		<u>47,290</u>	<u>41,376</u>
		124,074	144,795
CURRENT ASSETS			
Debtors	5	4,679	3,356
Short term deposits	6	23,048	45,291
Cash at bank and in hand	7	<u>12,180</u>	<u>10,733</u>
		39,906	59,380
		<u>163,980</u>	<u>204,175</u>
CURRENT LIABILITIES			
Creditors falling due in one year	8	8,810	7,352
Income received in advance	9	<u>976</u>	<u>661</u>
		9,786	8,013
TOTAL NET ASSETS		<u>154,194</u>	<u>196,162</u>
FUNDS			
	10		
Unrestricted funds		105,329	153,524
Restricted funds		1,574	1,262
Endowments		<u>47,290</u>	<u>41,376</u>
		<u>154,194</u>	<u>196,162</u>



A.F. Bray
Treasurer

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

1. PARISH MAGAZINE ACCOUNTS

RECEIPTS	2021	2020
Sales and donations	639	435
Advertising	<u>2,668</u>	<u>1,506</u>
	3,306	1,941
PAYMENTS		
Stationery and bank charges	245	180
Church news services	<u>46</u>	<u>46</u>
	291	226
Surplus for the year	<u>3,015</u>	<u>1,715</u>

2. PARISH HALL LETTING ACCOUNTS

RECEIPTS	2021	2020
Regular Lettings	11,143	8,724
Ad Hoc Lettings	2,138	
Donations	<u>0</u>	<u>3</u>
	13,281	8,727
PAYMENTS		
Cleaning	3,884	2,009
Licences	216	
Electricity and water	3,930	6,079
Repairs	495	2,561
Stationery and bank charges	9	80
Staff	<u>5,253</u>	<u>5,146</u>
	13,786	15,876
Surplus for the year	<u>-505</u>	<u>-7,149</u>

3. GRANTS AND CHARITIES

	2021	2020
The Poppy Appeal	192	35
Foodbank	660	2,840
The Childrens Society (Christmas)	59	-
Christchurch Deanery Synod Kinkiisi account	1,447	1,869
A Rocha	172	-
Toilet Twinning	-	34
Christian Aid	50	-
Salvation Army Homeless	-	103
Dorset Air Ambulance	-	100
Julia's House	-	100
The Honeypot Children's Charity	<u>-</u>	<u>100</u>
	2,579	5,180

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)

4. TANGIBLE ASSETS	Heating	Office & garden equipment	Sound system	Security system	Kitchen	Screens & projector	Total
Cost							
At 1 January 2021	122,851	7,100	7,143	2,884	11,731	6,844	158,553
Additions							0
	122,851	7,100	7,143	2,884	11,731	6,844	158,553
Depreciation							
At 1 January 2021	24,570	7,100	4,549	2,884	9,187	6,843	55,134
Charge for the year	24,570	0	1,429	0	636	0	26,635
At 31 December 2021	49,140	7,100	5,978	2,884	9,823	6,844	81,769
Net book value							
At 31 December 2020	98,281	0	2,594	0	2,544	0	103,419
At 31 December 2021	73,711	0	1,165	0	1,908	0	76,784

5. DEBTORS		2021	2020
Magazine a/c	Expense Advance Payments	47	46
Hall a/c	Lettings Debtors	2,042	294
	Expense Advance Payments		
		2,042	294
Main a/c	Cash not cleared	1,961	2,605
	Gift Aid Accrual	176	253
	Expense Advance Payments		17
		2,137	2,875
Fees a/c	Debtors	453	142
		4,679	3,356

6. SHORT TERM DEPOSITS

	Unrestricted	Restricted	Total
At 31 December 2020	45,291	0	45,291
At 31 December 2021	23,048	0	23,048

7. CASH AT BANK AND IN HAND

	Unrestricted	Restricted	Total
At 31 December 2020	9,471	1,262	10,733
At 31 December 2021	10,605	1,574	12,180

8. CREDITORS		2021	2020
Hall a/c	Utilities	800	1,404
	Staff	513	599
	Cleaning	405	
	Licenses	216	
	Other	9	26
		1,943	2,029
Main a/c	Utilities	500	400
	Charities	59	113
	Staff and Organists	924	620
	Gardening	1,463	186
	Cleaning and repairs	221	242
	Stationery etc.	228	238
	Clergy Expenses	386	
	Independent Examiner	300	450
		4,080	2,249
Magazine a/c	Other	5	5
Fees a/c	Unprocessed Payments	2,782	3,074
		2,782	
		8,810	7,352

9. Income Received in Advance		2021	2020
Fees a/c	Wedding Deposits	661	661
Magazine a/c	Advert prepayment	315	-
		976	661

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021 (CONTINUED)

10. FUNDS

UNRESTRICTED FUNDS

	Main account	Magazine	Hall	Little Fishes	Total
At 1 January 2021	153,411	1,018	-905	0	153,524
Surplus/(Deficit) for the year	-51,094	3,015	-505	389	-48,195
Transferred to main account	-631	-3,480	4,500	-389	0
At 31 December 2021	101,686	554	3,090	0	105,329

RESTRICTED FUNDS

	Churchyard	Heating	Church Fabric	Flower	Total
At 1 January 2021		0	0	1,262	1,262
Income	1140	28000		680	29,820
Expenditure	-1140	-28,000		-367	-29,507
At 31 December 2021	0	0	0	1,574	1,574

ENDOWMENT FUNDS

	Lorraine Legacy (upkeep of churchyard)	Malcolm & Callear Legacies (upkeep of churchyard)	St Mark's Repair Charity (fabric repairs)	Stuart Trust (fabric repairs)	Total
At 1 January 2021	21,798	15,939	1,621	2,017	41,376
Investment income	632	462	48	59	1,202
Transferred to main account	-632	-462	-48	-59	-1,202
Increase in value of funds	3,118	2,280	230	286	5,914
At 31 December 2021	24,916	18,219	1,851	2,303	47,290

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

Accounting framework

The accounting, auditing and reporting regime for Church of England PCCs, is contained in the following documentation:

- Charities Act 2011
- Charities (Accounts and Reports) Regulations 2008
- Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS 102)

In addition, financial statements for PCCs must be prepared in accordance with the following:

- The PCCs (Powers) Measure 1956
- The Church Representation Rules (CRRs)
- The Church Accounting Regulations 2006,

which form the link between the CRRs and the requirements of the Charities Act

Accounting Policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)). The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at fair value.

INCOMING RESOURCES

Recognition of income and endowments

These are included in the Statement of Financial Activities (SOFA) when: the PCC becomes legally entitled to the use of the resources; and inflow of economic benefit is probable; and the monetary value can be measured with sufficient reliability.

Fundraising costs

Funds raised from events and trading activities (e.g. a fete, a garden party or sales of books and magazines) are reported gross in the SOFA – i.e., before any related costs that may have been deducted from the gross proceeds.

Grants and donations

Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid Tax claims, etc., on cash donations

Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental income

Rental income from the letting of the church hall and library is recognised when the rental is due.

Investment income

This is included in the accounts when receivable.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

(continued)

EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Governance costs:

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

ASSETS

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements. The parish have maintenance responsibility for the consecrated land/buildings and certain other (benefice) properties within the parish. The Charities Act 2011 states in Section 10(2) that benefice property (subsection (a) and consecrated property (sub-section (c)) are removed from the definition of charity for the purposes of the Act. Therefore these assets should not be included in the financial statements though they may be referred to in the notes. Costs associated with the maintenance or improvement of such assets will be written off in the year they are incurred. This exclusion includes the parsonage house.

Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt. Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Land Nil
- Buildings* Nil
- Fixtures & Fittings 5 years

*No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

Investments

Investments quoted on a recognised stock exchange or whose value derives from them (CIFs, etc.) are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

FUNDS

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds

These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.