



St John the Baptist Church, Shedfield

ANNUAL REPORT

and

FINANCIAL STATEMENTS

of the

PAROCHIAL CHURCH COUNCIL

for the year ended 31 December 2022

Incumbent:

Reverend Jane Isaac

**Registered Charity
No. 1156459**

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Annual Report of the PCC
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St John the Baptist Church, Shedfield
Annual Report of the PCC
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INTRODUCTION

The Parochial Church Council of St John the Baptist Church, Shedfield, present its annual report for the year ended 31st December 2022.

Aims and Purposes

St John the Baptist Church's Parochial Church Council (PCC) has the responsibility of collaborating with the Incumbent, the Reverend Jane Isaac, in promoting 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 Study Centre of St John the Baptist Church, Shedfield.

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 at St John the Baptist. 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 Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable 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 John the Baptist and Study Centre.

Achievements and Performance

Worship and Prayer

2022 was a year of contrasts – settling down with relief into a more familiar routine after the uncertainties of the Covid pandemic, balanced with building on the fresh insights learned during those difficult months and moving on as a worshipping community 'Being Church Together' in the United Benefice.

The service pattern used during the Covid pandemic had proved both popular and sustainable and continued to flourish, with an encouraging growth in numbers gathering for Sunday worship. The pattern of alternating Sunday worship between St John the Baptist and St Nicholas provides a range of opportunities for worship; either 8.00am Holy Communion (traditional language) followed at 10.00am by the less formal 'Being Church Together: The Sunday Service' or parish communion at 10.00am.

School links continued to be fostered and to flourish, with the Mothers' Union key to this growing relationship. Pupils have visited the church on a number of occasions, for workshops and worship.

Baptisms, weddings and funerals were re-established after the pandemic. These occasional offices are significant public events which, as well as serving the personal needs of those involved, create a major connection with the wider community.

To enable everyone to share confidently in receiving the sacrament, the practice of Communion by intinction, introduced during the pandemic, was continued and has been reviewed regularly by the ministry team and the PCC.

In June, our Assistant Curate, the Revd Dr Ruth Howley-Shiple, was appointed Team Vicar in the Chalke Valley benefice, in the Diocese of Salisbury. In November, the Vicar was admitted to the Hammersmith Hospital for a stem cell transplant, following the encouraging outcome of 8 cycles of chemotherapy for a lymphoma-related cancer. Ministry cover was provided by Authorised Lay Minister Stephen Campion, the Area Dean and other clergy and lay ministers from around the diocese. With the support of members of the congregation, it was possible to maintain all our regular and special services along with pastoral care for those needing our support. The

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aggressive return of Revd Jane's cancer meant that in December the planned stem cell transplant was indefinitely postponed and she began a phased return to work along with a new treatment regime.

Guided by Stephen Campion, a series of encouraging conversations was held to consider the formation of a Benefice choir and the development of a Benefice lay worship team to share in delivery of The Sunday Service.

Bishops Waltham deanery consultations continued to consider the best use of ministry resources within the framework of the diocesan and deanery strategic plans. These discussions, whilst difficult at times, have both encouraged and affirmed the potential and bond we have as a United Benefice, along with the distinctiveness of our two individual parishes.

All are welcome to attend all our services. There were 81 on the Electoral Roll in March 2022 (88 March 2021). The average weekly attendance for services was 53 with the October count in the parish being 38. Remembrance Sunday service saw 164 worshipping with us and we returned to our traditional festival of lessons and carols at Christmas.

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 9 baptisms, 3 weddings and 15 funerals. The ministry team have also officiated at the Parish Council cemetery and interment of ashes services in the church's memorial garden. Members of the ministry team have also led funerals at local crematoria.

Deanery Synod

One of the two Deanery Synod positions has been filled. One of the Churchwardens sits on Deanery Synod by right as being on Diocesan Synod. This provides the PCC with an important link between the Parish and the wider structures of the church. The Synod met in person for all its meetings this year. Revd Canon David Isaac continues as Area Dean and Norman Chapman as the Lay Chair of Synod. Throughout 2022 Synod has been working on the diocesan vision for Live | Pray | Serve. A lot of work has been done behind the scenes with the Deanery Standing Committee and Mission and Pastoral Committee looking at the options for the future of this Deanery and how the parishes will work together. With the arrival of Bishop Jonathan, the vision for the diocese has been reinvigorated and there is now very close liaison between the Bishop's senior staff and the Area Dean and Lay Chair of the Deanery Synod. Areas that the bishop would like included in the plans are care for the elderly (Anna Chaplaincy) and planned provision for children and young people. The congregation has been kept updated with the provisional plans which are evolving documents. Nothing is set in stone. At present the benefice of Shedfield and Wickham is unaffected by the changes in the wider deanery.

Pastoral Care

Some members of our parish are unable to attend church due to sickness or age. Reverend Jane Isaac, Reverend Dr Ruth Howlett-Shipley and Mr Stephen Campion (our PtO Authorised Lay Reader) have visited all church members who have requested it.

Mission and Evangelism

Mission and evangelism is a priority for the ministry team. Links with St John the Baptist Primary School, Fairlands Nursery and Shedfield Lodge are strengthening and PCC members are encouraged to engage in thinking about how the church's outreach can be broadened across the three villages in the parish. We reach all members of the parish through the parish magazine which has been online and delivered all year. We have a weekly email bulletin which goes out to 93 addresses.

The monthly Parish Lunch and Tuesdays@10 continue to be popular and Rosemary and Trina and their teams are thanked for their ongoing commitment.

The re-branded Shedfield Shindig continues to be popular in the parish with the move from June to September. It is planned to have it at the same time of year in 2023 and possibly link it with a celebration for the 20th anniversary of the building of the Study Centre.

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Ecumenical Relationships

We have well established links with the local Methodist church.

The Church Fabric

Expenditure on the church building was £12,733 (2021: £20,652). This expenditure was mainly for the clerestory windows and repairs to the drainage in the courtyard. We are grateful for the help of the Boucher Trust in funding the repairs to the Study Centre. All of the items in the last quinquennial report have been completed. There is a long-term concern about the main roof of the church that will need work at some stage and we are aware that the current resources are insufficient for any repair.

The Study Centre

The Study Centre income and activities have increased in 2022. This year has seen income from the Study Centre increase to £12,944 (2021: £7,030). The Study Centre Management Committee led by Mr Brian Southon looks after the day to day management and bookings. The PCC is most grateful to Brian and the committee for all the work they have done to keep the Centre going.

Financial Review

Total receipts on all funds were £148,182 (2021: £101,161): up on last year by £47,021, which is mostly due to the receipt of a generous legacy from the estate of the late Wilfred Harry Briggs (£45,000). The planned giving has reduced by £4,825 to £50,201 (2021: £55,026) when the legacy is removed from the calculations. Membership of the Parish Giving Scheme gives the church a steadier cash flow as the Gift Aid is realised from HMRC monthly. Using the church envelopes, standing orders and gift aid envelopes requires Brian Thompson to submit quarterly reports to HMRC to claim the refund. The Shedfield Shindig raised £2,079 (2021: £1,913). Our parish share was £45,485 (2021: £43,320). That is our largest annual commitment to the diocese which has been capped at a 5% increase. The parish share costs the church £874 per week. We have met the cost of the parish share in full. It will remain the same in 2023 but the Bishop has challenged parishes to give 5% extra if they can afford to do so. Along with the expenses, costs for building repairs and churchyard maintenance described above and other running costs, the end of year account is running a surplus of £23,617 (2021: £1,474).

Reserves Policy

It is PCC policy to try to maintain a balance on the unrestricted funds which equates to at least three months unrestricted payments. This is equivalent to £35,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. We are significantly above this level but with the quinquennial expenses and other unforeseen events, the reserves may quickly diminish. The PCC has agreed to maintain the reserves at £40,000.

Volunteers

We would like to thank all the volunteers who work so hard to make our church the welcoming community it is. There are too many individuals to pick out for special mention so thank you to all for your continued commitment and support.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At St John the Baptist the membership consists of the Incumbent (our vicar), Churchwardens, the Reader 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. Please speak to Ms Sarah Weston for information about the Electoral Roll.

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

The PCC met eight times during the year with an average level of attendance of 86%. This included a joint meeting with Wickham PCC. The Standing Committee, composed of the Vicar, Churchwardens, Secretary, Treasurer and Fabric Officer, met six times and has the authority from the PCC to spend up to £1,000 without referring to PCC. Any spending decision must be reported to the PCC at the next meeting. Notes of the Standing Committee meetings are made and are available if required.

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Year Ended 31st December 2022

Administrative information

St John the Baptist Church is situated in Church Road, Shedfield. It is part of the Diocese of Portsmouth within the Church of England. The correspondence address is Parish Administrator, St John the Baptist Church, Church Road, Shedfield, Hampshire, SO32 2HY. The PCC is a Body Corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity currently registered with the Charity Commission.

PCC members who have served at any time from 1st January 2022 until the date this report was approved are:

Reverend Jane Isaac	Incumbent
Reverend Ruth Howlett-Shipleigh	Curate (in attendance) until September 2022
Adrian Jordan	Churchwarden, Bishop's Council, Diocesan Synod, Treasurer
Carol Hotchkiss	Churchwarden
Trina Hillier	Deanery and Diocesan Synod
Jenny Barker	Buildings and Fabrics Officer
Danny Dubois	until April 2022
Chris Glover	
Julia Jordan	Benefice Safeguarding Officer and Verger
Brian Southon	Study Centre and Magazine Chair
Ann Stone	
Ian Treveil	H&S Officer
Tanya Tye-Reeve	Foundation Governor, St John the Baptist Primary School from April 2022
Rosemary Yeoman	Secretary

Looking Forward

The Study Centre business have increased in 2022 and barring another catastrophic event current activity should continue. The increase in energy prices and the war in Ukraine are having global effects and we are not immune to these events. The church gas and electricity contracts were contracted before the recent increase in utility prices and will run until 2024 and 2025 respectively so there should be some stability with our expenses. The investments with CCLA have not done well in 2022 due to global events but they are a long-term investment.

The Standing Committee and PCC continue to hold their meetings and so the routine business of the church will continue. The expenditure in 2022 on the church building and improvements and repairs to the Study Centre have been completed. There is no outstanding work to be completed from the quinquennial report. Existing funds should cover most eventualities and our efforts at fundraising continue with the Shedfield Shindig in September 2023.

The lack of a parish administrator has put an additional burden on the clergy and churchwardens. We are most grateful that Mrs Jane Goulson, the parish administrator in Wickham, has taken on the responsibility for co-ordinating baptisms, weddings and funerals across the benefice.

On behalf of the Shedfield P.C.C.

9th May 2023

Chair of PCC

P. J. Wade
Vicar

St John the Baptist Church, Shedfield
Statement of Financial Activities of the PCC
Year ended 31st December 2022

STATEMENT OF FINANCIAL ACTIVITIES

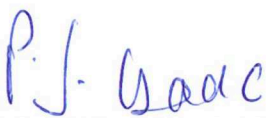
	Notes	Unrestricted funds	Restricted funds	Endowment funds	Total funds	2021
		£	£	£	£	£
Giving and donations	3	95,201	---	---	95,201	55,026
Income from activities	4	48,014	---	---	48,014	34,540
Grants received	5	2,319	---	---	2,319	9,500
Investment income		2,648	---	---	2,648	2,095
Total Income		148,182	---	---	148,182	101,161
Cost of generating funds	6	2,965	---	---	2,965	1,002
Charitable activities	7	106,350	---	---	106,350	103,803
Total Costs		109,315	---	---	109,315	104,805
(Deficit)/Surplus		38,867	---	---	38,867	(3,644)
Change in market value	8	(15,250)	---	(179)	(15,429)	5,118
Net movement in funds		23,617	---	(179)	23,438	1,474
Fund balance brought forward		94,445	1,496	1,336	97,277	95,803
Fund balance carried forward		118,062	1,496	1,157	120,715	97,277
<i>Represented by</i>						
Unrestricted						
General Fund		100,500	---	---	100,500	80,985
Designated						
Old Tower		5,000	---	---	5,000	5,000
Parish Magazine		12,562	---	---	12,562	8,460
Restricted						
Junior Church		---	1,326	---	1,326	1,326
Un-named (Graves)		---	170	---	170	170
Endowment						
Stanley Grave Trust		---	---	1,157	1,157	1,336
		118,062	1,496	1,157	120,715	97,277

St John the Baptist Church, Shedfield
Balance Sheet
Year ended 31st December 2022

BALANCE SHEET

	Notes		2022	2021
			£	£
Current Assets	9	Investments (CCLA)	98,678	59,928
		Barclays Communities Account	9,030	14,518
		Lloyds Current Account (Magazine)	12,562	17,249
		CCLA Deposit Account	---	9,000
		Gift Aid	965	1,146
	10	Stanley Grave Trust (Endowment)	1,157	1,336
		Account Receivable	2,129	3,016
Total Current Assets			124,521	106,193
Liabilities		Agency Collections	---	149
		Magazine Pre-paid Advertising	3,806	8,765
Total Liabilities			3,806	8,914
Net Asset Surplus			120,715	97,279
Represented by Funds:				
Unrestricted			109,306	80,985
Designated			8,756	13,460
Restricted			1,496	1,496
Endowment			1,157	1,336
Total			120,715	97,277

The Financial Statements and accompanying notes on pages 9 to 11 were approved by the Parochial Church Council on 9th May 2023 and signed on its behalf by:


Chair
Reverend Canon Jane Isaac


Treasurer
Mr Adrian Jordan

NOTES TO THE FINANCIAL STATEMENTS

The PCC is a charity registered with the Charity Commission No.1156459

Accounting Policy. The basis of preparation of the accounts are prepared on the accruals basis.

1. Funds

The General Fund represents funds of the PCC that are not subject to any special restrictions regarding their use and are available for application for all general or planned purposes of the PCC. Donations, and fundraising events made or carried out for restricted purposes will be categorised as Restricted Funds and may only be applied to the purposes for which those funds were raised or donated. Endowment Funds allow for income from such funds to be applied without restriction; however the capital is not normally available for use.

The accounts include monetary transactions, and monetary assets and liabilities, for which the PCC can be held responsible. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members.

2. Statement of Assets and Liabilities

The following types of asset are not valued in the Balance Sheet but are insured by the PCC for replacement:

Movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal.

The following assets are recognised and a monetary value given as part of the Statement of Financial Activity and are identified in the Balance Sheet:

Amounts owing from the Inland Revenue (Gift Aid) where a formal claim can be made.

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

Any other amounts owing to the PCC at 31 December.

Closing bank and cash balances reflecting the PCC funds balances as shown in the Balance Sheet.

The following liabilities are included in the Balance Sheet and are also identified in the Statement of Assets and Liabilities:

Creditors for goods or services where the supply has been received and invoiced or costs are known or estimated by 31 December, principally charges for gas and electricity.

Amounts raised/donated/collected for special purposes before 31st December not paid to beneficiaries by that date ("Agency Collections").

Parish Magazine advertising charges received before 31st December for publications after that date until the end of the magazine advertising cycle.

Any loans made to the PCC where the loans are repayable at any future date (none at present).

St John the Baptist Church, Shedfield
Notes to the Financial Statements
Year ended 31st December 2022

3. **Principal sources of voluntary income**

	<u>2022</u>	<u>2021</u>
	£	£
Collections/envelopes	7,915	14,442
Standing Orders	13,822	11,154
Parish Giving Scheme	20,554	18,930
One-off donations (baptisms, weddings etc.)	330	708
Gift Aid	7,235	9,709
Legacies	45,000	---
SC coffee/Church box	345	83
Total	95,201	55,026

4. **Income from activities**

	<u>2022</u>	<u>2021</u>
	£	£
Wedding / Funeral Fees	5,374	4,854
Fees for others	5,977	8,135
Parish Magazine	11,308	5,657
Shedfield Shindig	2,079	1,913
Fairtrade	114	118
Lunch Club	1,911	730
Tuesdays@10	61	---
Study Centre Hire	11,194	7,030
Study Centre Catering	1,690	250
Other income	466	2,112
Flowers	---	156
Listed Places of Worship VAT refund	5,308	3,186
Ministry team expenses	---	397
Total	45,482	34,538

5. **Grants Received**

	<u>2022</u>	<u>2021</u>
	£	£
National Churches Trust	---	5,000
Hampshire and Island Historic Churches Trust	---	4,500
Covid grant – Winchester City Council	1,869	---
Training grant – Diocese of Portsmouth	450	---
Total	2,319	9,500

Grants received in 2021 are in respect of church tower repairs and are regarded as restricted funds.

6. **Cost of Generating Funds**

	<u>2022</u>	<u>2021</u>
	£	£
Lent Lecture Expenses	26	237
Study Centre Catering	929	159
Tuesdays@10	291	---
Lunch Club	1,719	606
Total	2,965	1,002

St John the Baptist Church, Shedfield
Notes to the Financial Statements
Year ended 31st December 2022

7. Charitable Activities

	<u>2022</u>	<u>2021</u>
	£	£
Parish Share	45,485	43,320
Honoraria and bookkeeping	3,750	3,150
Ministry Team Expenses	695	1,281
Fees Paid	8,313	6,156
Church Insurance	2,576	2,399
Church repairs – major	7,884	17,904
Church Repairs	4,849	2,748
Bells and belfry	11	290
Churchyard Upkeep	886	200
Church Utilities	1,889	2,176
Parish Magazine	11,035	9,279
Study Centre Repairs	2,287	6,600
Study Centre Maintenance	2,046	1,684
Study Centre Utilities	1,029	695
Study Centre Insurance	644	600
Study Centre Cleaning	4,280	1,116
Office costs	1,634	1,804
Flowers	44	74
Old Tower Costs	174	88
Other	3,562	2,239
Provision for past debtors	3,277	---
Total	106,350	103,803

8. Change in Market Value

	<u>2022</u>	<u>2021</u>
	£	£
Investment Reserve	(15,250)	5,213
The Stanley Grave Trust	(179)	(95)
Change in market value	(15,429)	5,118

9. Investments with CCLA

The following investments are held with CCLA .

All the units held are designated "CBF-CoE" and are Income Units

Fund	Holding Units	Cost	2022 Value	2021 Value
		£	£	£
CoE Property	18,618.1	25,000	24,219	27,104
Bought during 2022	25,563.34	40,500	33,446	---
Property total	44,181.44	65,500	57,665	27,104
CoE Global Equity	7,108.77	12,500	18,722	21,761
Bought during 2022	4,819.19	13,500	12,691	---
Global Equity total	11,927.96	26,000	31,413	21,761
Fixed Interest	7,002.39	12,500	9,600	11,063
Total		104,000	98,678	59,928

St John the Baptist Church, Shedfield
Notes to the Financial Statements
Year ended 31st December 2022

10. **The Stanley Grave Trust** is an endowment fund consisting of 844 Fixed Interest Units.

Fund	Fixed Interest Units	2022 Value £	2021 Value £
Stanley Grave Trust	844	1,157	1,336
Total		1,157	1,336

INDEPENDENT EXAMINER'S REPORT

I report on the accounts for the year ended 31st December 2022 which are set out on pages 7 - 11.

Respective responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They 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 accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination included 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 management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

1. Which give me reasonable cause to believe that any material respect the requirements

- To keep accounting records in accordance with s.130 of the 2011 Act; or
- To prepare accounts which accord with these accounting records 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.



Sophie Golding ACA
3 Barley Fields
High Street
Shirrell Heath

6 June 2023