

St John the Baptist Church, Shedfield

ANNUAL REPORT

and

FINANCIAL STATEMENTS

of the

PAROCHIAL CHURCH COUNCIL

for the year ended 31 December 2023

Incumbent:

In vacancy

**Registered Charity
No. 1156459**

St John the Baptist Church, Shedfield
Annual Report of the PCC
Year Ended 31st December 2023

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St John the Baptist Church, Shedfield
Annual Report of the PCC
Year Ended 31st December 2023

INTRODUCTION

The Parochial Church Council of St John the Baptist Church, Shedfield, present its annual report for the year ended 31st December 2023.

Aims and Purposes

St John the Baptist Church's Parochial Church Council (PCC) has the responsibility of collaborating with the Incumbent and Area Dean, 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

2023 has continued to see us settle into our new way of worship alternating with our sister church in the benefice on alternate Sundays. It is very encouraging to see members of each congregation going to the services in the other church.

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 have continued. 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, very sadly our Vicar, The Revd Canon Jane Isaac, died after a long illness. In July Revd Jill Phipps joined us as Assistant Curate. Ministry cover was provided by Authorised Lay Minister Stephen Campion, the Area Dean and other clergy and lay ministers from around the diocese. The Area Dean, Revd Canon David Isaac was appointed as Associate Priest with effect from 12th September 2023. 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.

All are welcome to attend all our services. There were 78 on the Electoral Roll in March 2023 (81 March 2022). The average weekly attendance for services was 62 with the October count in the parish being 40. Remembrance Sunday service saw 100 worshipping with us and we returned to our traditional festival of lessons and carols at Christmas.

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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. During this year we have celebrated 10 baptisms, 6 weddings and 14 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

The two deanery synod representatives are Trina Hillier and Maurice Tester. The Synod has met in person this year. Revd Canon David Isaac continues to be Area Dean and Norman Chapman was succeeded as Lay Chair of Synod by Paul Quinn.

During the past year the synod has been working on the deanery plan which is part of the diocesan vision for Live, Pray Serve. Options for the future of the deanery were considered and the main development was the establishment of the Meon Valley Parishes group. One new incumbent (stipendary) has been appointed to the Meon Valley Benefice based in Swanmore. A self-supporting priest has been appointed to Hambledon with two more planned for the group.

Part of the deanery plan was the construction and presentation of an audit of resources in the deanery in order that strengths and weaknesses could be identified and then resources could be shared. Data from both church records and national statistics were used. For example, for our parish 73% of the congregation are over 70 and the worshipping community is 2.3% of the local population.

Revd Jill Phipps was commissioned as the Deanery Anna Chaplain.

The first phase of a training course for Lay Worship Leaders was arranged by the Area Dean and Lay Minister Stephen Campion.

The parishes in the deanery are grouped in the following pattern:

Bishop's Waltham with Upham

Botley, Curdridge and Durley

Shedfield and Wickham

The Meon Valley parishes: Swanmore, Hambledon, Newtown, Soberton, Droxford, Meonstoke and Corhampton, Exton.

Pastoral Care

Some members of our parish are unable to attend church due to sickness or age. Reverend Canon David Isaac, Reverend Jill Phipps 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 90 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 2024.

Ecumenical Relationships

We have well established links with the local Methodist church.

The Church Fabric

Expenditure on the church building was £1,727 (2022: £12,733). This expenditure was mainly for steel plate to secure the flagpole, lightning conductor and heating system repairs. 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.

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The Churchyard

The churchyard team have gone from strength to strength and it is apparent to anybody the amount of work and effort that has been invested in looking after the churchyard sympathetically. All the 499 graves have been re-mapped. The expenditure on the churchyard is £3,816 (2022: £886). The increase in expenditure is mainly due to the repairs to the Boucher Memorial and another grave close by that were damaged by a branch of a tree from a neighbouring property falling down. This was settled for the cost of the repairs (£2,000) from the neighbour's insurance.

The Study Centre

The Study Centre income and activities have decreased in 2023. This year has seen income from the Study Centre of £10,428 (2022: £12,944). 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 £109,700 (2022: £148,182): down on last year by £38,482, which is mostly due to the generous legacy from the estate of the late Wilfred Harry Briggs (£45,000) in last year's accounts. The planned giving has increased by £2,069 to £36,445 (2022: £34,376). 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 £2,510 (2022: £2,079). Our parish share was £45,485 (2022: £45,485). That is our largest annual commitment to the diocese which has remained the same. The parish share costs the church £874 per week. We have met the cost of the parish share in full. Along with the expenses, costs for building repairs and churchyard maintenance described above and other running costs, the end of year surplus is £6,241 (2022: £23,438).

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 ten times during the year 2023 with an average attendance of 82%. Eight of these were scheduled PCC meetings and two were joint benefice meetings with members of Wickham PCC as part of the Vacancy process. 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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Administrative information

PCC members who have served at any time from 1st January 2023 until the date this report was approved are:

Reverend Canon Jane Isaac	Incumbent (until June 2023)
Reverend Canon David Isaac	Associate Priest and Area Dean
Reverend Jill Phipps	Curate (from July 2023)
Adrian Jordan	Churchwarden, Bishop's Council, Diocesan Synod and Treasurer (until May 2023)
Carol Hotchkiss	Churchwarden
Trina Hillier	Deanery and Diocesan Synod
Maurice Tester	Deanery Synod (from May 2023)
Jenny Barker	Buildings and Fabric Officer
Chris Glover	
Andrew Golding	Treasurer (from May 2023)
Gill Hamill	(from May 2023)
Julia Jordan	Safeguarding Officer and Verger
Tim Mew	(Resigned December 2023)
Brian Southon	Study Centre Chair
Ann Stone	
Ian Treveil	H&S Officer
Tanya Tye-Reeve	Foundation Governor, St John the Baptist Primary School
Rosemary Yeoman	Secretary

Looking Forward

The Study Centre business has stayed fairly static in 2023 and current activity should continue. The increase in energy prices and general global instability are having effects nationally and internationally and we are not immune to these events. The church gas and electricity contracts that were contracted before the increase in utility prices and will run until 2024 and 2025 respectively so there shall be an increase in our utility expenses beginning in March 2024.

The Standing Committee and PCC shall continue to hold their meetings and so the routine business of the church will continue. 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 2024.

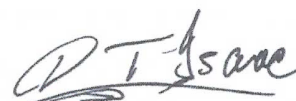
The PCC is concentrating on mission opportunities in 2024. The Lego Lunch Club that launched in February 2024 has proved successful as has Mindful Stitching that meets monthly. The PCC is always looking for other opportunities to build connections between the church and the community.

The major expenditure looking forward will be the bells. They require a complete overhaul and re-hanging. An estimate has been received for this work that is in the region of £60,000. This work will not be done in 2024 and will require a special fund-raising team and effort to engage with the local community.

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.

28th April 2023


Area Dean

St John the Baptist Church, Shedfield
Statement of Financial Activities of the PCC
Year ended 31st December 2023

STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted funds	Restricted funds	Endowment funds	Total funds	2022
		£	£	£	£	£
Giving and donations	3	60,938	---	---	60,938	95,201
Income from activities	4	44,714	---	---	44,714	48,759
Grants received	5	---	---	---	---	1,574
Investment income		4,048	---	---	4,048	2,648
Total Income		109,700	---	---	109,700	148,182
Cost of generating funds	6	3,435	---	---	3,435	2,965
Charitable activities	7	97,974	---	---	97,974	106,350
Total Costs		101,409	---	---	101,409	109,315
(Deficit)/Surplus		8,291	---	---	8,291	38,867
Change in market value	8	(2,115)	---	65	(2,050)	(15,429)
Net movement in funds		6,176	---	65	6,241	23,438
Fund balance brought forward		118,062	1,496	1,157	120,715	97,277
Fund balance carried forward		124,238	1,496	1,222	126,956	120,715
<i>Represented by</i>						
Unrestricted						
General Fund		106,677	---	---	106,677	100,500
Designated						
Old Tower		5,000	---	---	5,000	5,000
Parish Magazine		12,561	---	---	12,561	12,562
Restricted						
Junior Church		---	1,326	---	1,326	1,326
Un-named (Graves)		---	170	---	170	170
Endowment						
Stanley Grave Trust		---	---	1,222	1,222	1,157
		124,238	1,496	1,222	126,956	120,715

St John the Baptist Church, Shedfield
Balance Sheet
Year ended 31st December 2023

BALANCE SHEET

	Notes		2023	2022
			£	£
Current Assets	9	Investments (CCLA)	96,563	98,678
		Barclays Communities Account	16,758	9,030
		Lloyds Current Account (Magazine)	12,055	12,562
		Gift Aid	816	965
	10	Stanley Grave Trust (Endowment)	1,222	1,157
		Account Receivable	2,991	2,129
Total Current Assets			130,405	124,521
Liabilities		Accrued costs	150	---
		Magazine Pre-paid Advertising	3,299	3,806
Total Liabilities			3,449	3,806
Net Asset Surplus			126,956	120,715
Represented by Funds:				
Unrestricted			106,677	109,306
Designated			17,561	8,756
Restricted			1,496	1,496
Endowment			1,222	1,157
Total			126,956	120,715

The Financial Statements and accompanying notes on pages 9 to 12 were approved by the Parochial Church Council on 28th April 2024 and signed on its behalf by:


.....
Reverend Canon David Isaac

Area Dean


.....
Mr Andrew Golding

Treasurer

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 2023

3. **Principal sources of voluntary income**

	<u>2023</u>	<u>2022</u>
	£	£
Collections/envelopes	5,335	7,915
Standing orders	13,162	13,822
Parish Giving Scheme	23,283	20,554
One-off donations (baptisms, weddings etc.)	3,275	330
Gift Aid	10,294	7,235
Legacies	4,008	45,000
Other	1,581	345
Total	60,938	95,201

4. **Income from activities**

	<u>2023</u>	<u>2022</u>
	£	£
Wedding/funeral fees	5,102	5,374
Fees for others	8,098	7,504
Parish Magazine	10,688	11,308
Shedfield Shindig	2,510	2,079
Fairtrade	---	114
Lunch Club	2,247	1,911
Tuesdays@10	15	61
Study Centre hire	10,428	12,944
Study Centre catering	1,862	1,690
Other income	3,051	466
Listed Places of Worship VAT refund	713	5,308
Total	44,714	48,759

5. **Grants Received**

	<u>2023</u>	<u>2022</u>
	£	£
Covid grant – Winchester City Council	---	1,124
Training grant – Diocese of Portsmouth	---	450
Total	---	1,574

6. **Cost of Generating Funds**

	<u>2023</u>	<u>2022</u>
	£	£
Lent Lecture expenses	---	26
Study Centre catering	1,218	929
Tuesdays@10	104	291
Lunch Club	2,113	1,719
Total	3,435	2,965

St John the Baptist Church, Shedfield
Notes to the Financial Statements
Year ended 31st December 2023

7. **Charitable Activities**

	<u>2023</u>	<u>2022</u>
	£	£
Parish Share	45,485	45,485
Honoraria and bookkeeping	3,800	3,750
Ministry Team Expenses	242	695
Fees Paid	7,632	8,313
Church Insurance	2,834	2,576
Church repairs – major	---	7,884
Church Repairs	1,728	4,849
Bells and belfry	675	11
Churchyard Upkeep	3,816	886
Church Utilities	1,907	1,889
Parish Magazine	10,689	11,035
Study Centre Repairs	1,068	2,287
Study Centre Maintenance	2,695	2,046
Study Centre Utilities	1,988	1,029
Study Centre Insurance	708	644
Study Centre Cleaning	4,560	4,280
Office costs	1,807	1,634
Flowers	292	44
Old Tower Costs	192	174
Other	5,856	3,562
Provision for past debtors	---	3,277
Total	97,974	106,350

8. **Change in Market Value**

	<u>2023</u>	<u>2022</u>
	£	£
Investment Reserve	(2,115)	(15,250)
The Stanley Grave Trust	65	(179)
Change in market value	(2,050)	(15,429)

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	2023 Value	2022 Value
		£	£	£
CoE Property	44,181.44	65,500	54,445	57,665
CoE Global Equity	11,927.96	26,000	32,287	31,413
Fixed Interest	7,002.39	12,500	9,831	9,600
Total		104,000	96,563	98,678

St John the Baptist Church, Shedfield
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10. **The Stanley Grave Trust** is an endowment fund consisting of 844 Fixed Interest Units.

Fund	Fixed Interest Units	2023 Value £	2022 Value £
Stanley Grave Trust	844	1,222	1,157

INDEPENDENT EXAMINER'S REPORT

I report on the accounts for the year ended 31st December 2023 which are set out on pages 7 - 12.

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.



Fiona Lister ACA
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28th April 2024

