

St. Mary's Parish Church
Hook-with-Warsash

Annual Report

and

Financial Statements

of the

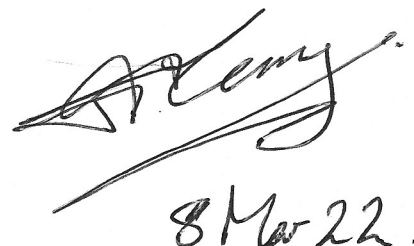
Parochial Church Council

for the year ended 31st December 2021

Priest in Charge:
Revd J M Terry & Revd N S Terry

Bank:
Barclays Bank plc
Commercial Road
Portsmouth

Independent Examiner:
Mr N. P. St. John
120 Warsash Road,
Warsash, Southampton
SO31 9JA



8 Mar 22.

St. Mary, Hook-with-Warsash
Annual Report and Financial Statements of the Parochial
Church Council for the Year Ended 31st December 2021

Administrative Information

St. Mary's Church is situated in the Parish of Hook-with-Warsash. It is part of the Diocese of Portsmouth within the Church of England. The correspondence address is The Church Office, 109 Church Road, Warsash, Southampton SO31 9GF.

The Parochial Church Council (PCC) registered as a Charity with the Charity Commission in June 2015. The full name of the Registered Charity is "The Parochial Church Council of the Ecclesiastical Parish of St Mary, Hook-with-Warsash". The Charity Registration Number is 1162521.

PCC members who have served from 1st January 2021 until the date this report was approved are:

Priest in Charge Revd John Michael Terry
(Joint): Revd Nicola Susan Terry

Licensed Readers: Mrs June R Ward
 Mrs Eva C Upward

Churchwardens: Mr Peter W Upward (First Period of Office - April 2013)
 Mr Roger Clear (First Period of Office - April 2014)

Representatives on
Deanery Synod: Mrs Elizabeth A Simpson
 Mr Robert J Bottomley

Elected Members: Mrs Lesley Stevens 2018-2021
 Vacancy 2018-2021
 Vacancy 2018-2021
 Vacancy 2018-2021

 Mrs Carol Day 2019-2022
 Mrs Sally Donlevy 2019-2022
 Mrs Penelope Sheppard 2019-2022
 Mrs Lorraine Yeomans 2019-2022

 Mr Iain Wilkie 2020-2023
 Mrs Virginia E Wilkie 2020-2023
 Mrs Sara J Clear 2020-2023
 Mr Nicholas M Inman 2020-2023 (to 18/06/21)

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Mrs Lesley Stevens	2021-2024
Mrs Gemma Winterton	2021-2024
Mrs Frances Kay	2021-2024 (from 09/11/21)
Vacancy	2021-2024

Aims and Purposes

The Parochial Church Council shares with the joint Priest in Charge, the responsibility of agreeing the 'policy' of the congregation by which it is appointed, in order to 'cooperate with the Incumbent in promotion in the ecclesiastical parish the whole mission of the Church' (PCC Measure 1956); pastoral, evangelistic, social and ecumenical.

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Along with receiving reports on Risk Assessment, the Safeguarding of Children and Vulnerable Adults remains a primary responsibility of the PCC. Safeguarding is a standing item on each PCC Agenda. The Parish Safeguarding Policy was reviewed and reapproved in May 2021, and we follow the national and legal framework for safeguarding children and adults, and Church of England policy and practice. Training is arranged from time to time as necessary by Roger Clear who is the Parish Safeguarding Officer.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Objectives and Activities

In addition to its aims and purposes as detailed above, the PCC has maintenance responsibilities for the Church, Churchyard and Church Hall along with the responsibilities of managing the finances of the Parish.

Church Attendance (+/- difference to 2020)

There were 163 (+3) parishioners on the Electoral Roll in 2021. Physical attendance at Services during October 2021 was higher than in 2020, mainly due to the effects of the COVID-19 restrictions in 2020 when only one Service was held in Church each Sunday. It has however been pleasing to note that our online numbers have held up very well during the year compared to other local Parishes.

St. Mary, Hook-with-Warsash

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The following ceremonies were conducted by staff of St. Mary's during 2021:

	(2021)	(2020)
Baptisms & Thanksgivings	17	(6)
Weddings & Blessings	13 (+6)	(7)
Funerals, Cremations & Interments	42 (+11)	(31)

Achievements and Performance

COVID-19 continued to present challenges during 2021, but conditions were beginning to improve with the gradual further opening up compared to 2020. The PCC met formally six times. Three PCC Meetings were held by Zoom, and three meetings were held in person (with a zoom dial in for some members). The average attendance at PCC meetings was 86% which was an improvement on 2020 attendance. In addition to the PCC Meetings, the Standing Committee met physically and virtually by Zoom during the year to carry on the business of the PCC under a delegated authority.

Sub-committees have struggled to meet physically because of social distancing restrictions during the year, but where possible they have met virtually and reports of their discussions were received by the full PCC and reviewed as and where necessary. The sub-committees and working groups of the PCC are Standing Committee, Pastoral Care, Children and Families Work, Communications Publicity & Events, Finance, Church Hall, Sunday School Leaders, 150th Anniversary, Charitable Giving and Forging Links. Recommendations and suggestions from all sub-committee meetings are normally made by written or verbal reports and fed back to the main PCC with the aim of freeing time to discuss other matters at the full PCC meetings. Members of the PCC are encouraged to actively participate in at least one sub-committee or working group. With the exception of the Standing Committee participation in sub-committees is also open to members of the congregation who may wish to help in the life of St Mary's further by volunteering their skills. In addition to the various Committees, the PCC has coordinators for important areas such as Fundraising & Social, Stewardship, Safeguarding, and Friends of the Churchyard.

Technology has continued to play an important part of our Church life in 2021 as more Services moving back to being 'live' in Church. During Advent we were truly blessed to be able to celebrate many services on the lead up to Christmas; (Nativity, Carol Service, Nine lessons and Carols and two Crib Services on Christmas Eve); Christmas was celebrated with Midnight Communion on Christmas Eve, and Communion Services on Christmas Day and Boxing Day where the choir were able to further perform music they had been practising for many weeks. Hymn and anthem choices had been selected by Peter Upward and supported by our two 'guest' organists.

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We are tremendously grateful to all our volunteers, many of whom have been shielding for the past two years, but have nevertheless been willing and able to assist us remotely as much as possible during this difficult time for all.

The PCC has continued to employ one person part time during the year - a Families Worker running our Stay and Play and Messy Church congregations under the oversight of our joint Vicar, Revd Nicky-Sue Terry. The return of 'in-person' Stay and Play and Messy Church required more helpers to assist in 'meet and greet' and refreshments at the morning and afternoon sessions. The two Crib Services held on Christmas Eve were a very happy, noisy, but joyous time for our potential young congregation. With the gradual relaxing of restrictions during the year, Café Company returned once a month in the Church Hall on a Wednesday morning between 10-12noon, selling Teas, Coffee and Cake, and providing a place to meet friends, make new ones, and have a chat over a cuppa. There was even a raffle with some amazing cakes to raise some funds.

Day to day Churchyard Management has continued where possible through the year with the attention of 'The Friends of St. Mary's Churchyard' and as was permitted by Covid restrictions. The church building has always been regarded as generally in good order for a building that is grade two listed, but remedial work recommended by the 2016 Quinquennial Inspection was paused due to the uncertainty of the pandemic in 2020 until a review of our projected future income could be undertaken. A further Quinquennial Inspection was undertaken in May 2021, and additional repairs have been recommended to be completed over the next five years. These will be reviewed and prioritised to be completed as soon as our resources allow.

2021 was our 150th Anniversary and celebrations were held during September culminating with a Flower Festival, Thanksgiving Service and celebratory weekend. We give our sincere thanks to all our volunteers who planned various events and other initiatives over many months.

Financial Review

In 2021 there was a surplus of income over expenditure of £19.1k. Income was £37k higher than budget, in the main as a result of increased giving and donations during the year, some of which were connected to the 150th Anniversary and Flower Festival. Expenditure was marginally lower than had been budgeted. Additionally, savings were made as a result of deferring large-scale maintenance of the Church that had originally been planned, but paused pending receipt of the 2021 Quinquennial Inspection. The report has now been received and it is anticipated that the repair works will be prioritised and undertaken from 2022 as resources permit.

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Planned Giving for 2021 was 7.3% higher than 2020, and 30% ahead of five years ago, in addition to which the number of online donations increased during the year.

Parish Share was paid in full at £6.3k each month, and twelve charitable donations of £420 each were made during 2021. The Church and Hall Utility Bills were moved from British Gas to Octopus during the year and a two year fixed term agreed in June 2021.

Two designated accounts were set up during the year, one for Church repairs, and one for Hall improvements.

Diocesan Fees have been fully paid for 2021, and at the end of the year we hold £429 of Diocesan Fees for two weddings in 2022 which will be paid once the events have taken place.

Reserves Policy

At 31st December 2021 the PCC had 859 shares in the Church of England Investment Fund which had a bid market value on 31st December 2021 of £20,089 and cash on deposit with the Church of England Deposit Fund of £9,812 which together totalled £29,901. At the PCC Meeting on 11th January 2022 the PCC agreed to reinvest all future dividend income and interest from both these accounts into the Church of England Deposit Fund to continue to build up the level of our reserves.

Funds held as custodian trustees on behalf of others

At 31st December 2021 the PCC held £429 of Fees on behalf of the Portsmouth Diocesan Board of Finance.



Frances Kay Hon PCC Secretary
31st January 2022



Iain Wilkie, Hon PCC Treasurer
31st January 2022

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**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARY, HOOK-WITH-WARSASH**

**On accounts for the year
ended**

31st December 2021

**Charity no
(if any)**

1162521

Set out on pages

9 - 15

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2020.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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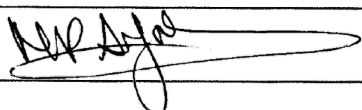
**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

31st January 2022

Name:

N. P. St. John

**Relevant professional
qualification(s) or body
(if any):**

FCCA

Address:

120, Warsash Road,

Warsash

Southampton, SO31 9JA

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ACCOUNTING POLICIES.

The financial statements of the Parochial Church Council (PCC) have been prepared in accordance with the Charities Act 2011 using the Receipts & Payments basis. The PCC have also complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

Funds

General funds represent the funds of the PCC that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds designed for a particular purpose by the PCC such as the Church Hall.

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

Subject to the above, receipts and payments include income received and expenditure when irrevocably paid.

Statement of Assets and Liabilities

The following assets are recognised but not valued in the statement of assets and liabilities:

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

Land and buildings held on behalf of the PCC.

Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1,000.

Amounts owing from the Inland Revenue where a formal claim has been made.

Any other amounts owing to the PCC including church hall lettings and insurance claims.

Legacies where formal notification of entitlement and amount has been received prior to 31st December 2021 by the PCC.

Investments held beneficially by the PCC.

Closing Bank balances as shown in the receipts and payment account. The following liabilities are recognised in the statement of Assets and Liabilities:

Any loans or overdrafts advanced to the PCC.

Any arrears of Quota or Parish Share.

Cheques issued by the 31st December 2021 are regarded as cashed.

St. Mary, Hook-with-Warsash Annual Report and Financial Statements of the Parochial Church Council for the Year Ended 31st December 2021

Balance sheet (Church of England) As at: 31 December 2021

	As at 31/12/2021	As at 31/12/2020
	£	£
Fixed assets		
Tangible assets	172,816	172,816
Investments	20,089	17,563
	<u>192,906</u>	<u>190,380</u>
Current assets		
Investments	9,812	9,423
Cash at bank and in hand	71,892	52,799
	<u>81,705</u>	<u>62,223</u>
Liabilities		
Creditors: Amounts falling due in one year	429	0
Net current assets less current liabilities	<u>81,276</u>	<u>62,223</u>
Total assets less current liabilities	<u>274,182</u>	<u>252,604</u>
Total net assets less liabilities	<u>274,182</u>	<u>252,604</u>
Represented by		
Unrestricted		
Unrestricted - General fund	56,576	70,363
Designated		
Designated - Church Hall 2021 onwards	22,263	9,423
Designated - Church Fabric and Repairs	20,000	0
Designated - Revaluation reserves	2,525	0
Designated - Hall Building Fund	—	—
Restricted		
Restricted - Church Fabric and Repairs	—	0
Restricted - Agency collection	—	—
Restricted - Church Hall Building	172,816	172,816
Funds of the church	<u>274,182</u>	<u>252,604</u>

There may be minor discrepancies in the totals if the pence are not being shown

St. Mary, Hook-with-Warsash Annual Report and Financial Statements of the Parochial Church Council for the Year Ended 31st December 2021

Statement of Financial Activities

For the period from 01 January 2021 to 31 December 2021

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Incoming resources					
Incoming resources from generated funds					
Voluntary income	104,390	—	—	104,390	103,164
Activities for generating funds	15,173	—	—	15,173	12,239
Investment income	520	—	—	520	545
Incoming resources from charitable activities	17,993	—	—	17,993	16,383
Other incoming resources	—	—	—	—	—
Total income	138,078	—	—	138,078	132,332
Resources used					
Costs of generating funds					
Costs of generating voluntary income	—	—	—	—	—
Fundraising trading: cost of goods sold and other	—	—	—	—	—
Investment management costs	—	—	—	—	—
Charitable activities	108,472	—	—	108,472	113,303
Governance costs	—	—	—	—	—
Other resources used	10,553	—	—	10,553	10,114
Total expenditure	119,025	—	—	119,025	123,417
Net income / (expenditure) resources before transfer	19,052	—	—	19,052	8,915
Transfers					
Gross transfers between funds - in	67,407	1,569	—	68,976	—
Gross transfers between funds - out	(67,406)	(1,569)	—	(68,976)	—
Other recognised gains / losses					
Gains / losses on investment assets	2,525	—	—	2,525	1,134
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
Net movement in funds	21,578	0	—	21,578	10,049
Reconciliation of funds					
Total funds brought forward	79,786	172,817	—	252,604	242,554
Total funds carried forward	101,365	172,816	—	274,182	252,604

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St Mary Hook-with-Warsash, 109 Church Road, Warsash, Southampton, SO31 9GF
Email: enquiries@stmarywarsash.org.uk Website: stmarywarsash.org.uk
Charity Number: 1162521

St. Mary, Hook-with-Warsash

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Analysis of income and expenditure
Selected period: 01 January 2021 to 31 December 2021

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Incoming resources						
<i>Incoming resources from generated funds</i>						
0101005 - Gift Aid - Bank	58,350	—	—	—	58,350	54,099
0101010 - Gift Aid - Envelopes	2,165	—	—	—	2,165	2,946
0102000 - Tax recoverable on Gift Aid	20,097	—	—	—	20,097	16,550
0102000A - Tax recoverable on other items	666	—	—	—	666	2,000
0103A00 - Other planned giving	5,451	—	—	—	5,451	4,420
0104000 - Loose plate Collections - Sund	2,643	—	—	—	2,643	2,147
0104001 - Loose collections - others	1,853	—	—	—	1,853	281
0104002 - Loose collections-charities	—	—	—	—	—	—
0104003 - Messy Church	664	—	—	—	664	360
0105A00 - Regular gift days	—	—	—	—	—	—
0105B00 - Giving through church boxes	393	—	—	—	393	128
0105B05 - One-off Gift Aid gifts	1,000	—	—	—	1,000	1,270
0105B10 - Gifts of quoted securities	—	—	—	—	—	—
0201A00 - Recurring grants	—	—	—	—	—	—
0201B00 - One off Grants	—	—	—	—	—	—
0202000 - Legacies	—	—	—	—	—	5,000
0202001 - Bequests	—	—	—	—	—	—
0203B00 - Donations appeals etc.	2,121	—	—	—	2,121	13,002
0203B00A - 150th Anniversary	4,319	—	—	—	4,319	5
0203B04 - Re-ordering	—	—	—	—	—	—
0203B04A - Garden of Remembrance/Book	415	—	—	—	415	420
0203B04B - Flower Fund	2,150	—	—	—	2,150	—
0203B07E - SumUp	2,098	—	—	—	2,098	531
0203A00 - General Fundraising	171	—	—	—	171	1,131
0203B01 - Other funds generated	1,509	—	—	—	1,509	1,514
0203B07A - FiTarriff	2,189	—	—	—	2,189	2,149
0203B07B - Easyfundraising	128	—	—	—	128	151
0203B07C - Just Giving	6,091	—	—	—	6,091	1,142
0203B07D - Smile Amazon	35	—	—	—	35	31
0203B01A - Carbon Footprint	—	—	—	—	—	—
0402A00 - Ch hall lettings PCC objects	5,048	—	—	—	5,048	6,118
0301000 - Dividends	515	—	—	—	515	545
0301001 - Bank & building soc interest	4	—	—	—	4	—
0302000 - Rent from land or buildings	—	—	—	—	—	—
Incoming resources from generated funds Totals	120,084	—	—	—	120,084	115,949

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Analysis of income and expenditure
Selected period: 01 January 2021 to 31 December 2021

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Incoming resources from charitable activities						
0203B02 - Church Hall Garden	—	—	—	—	—	—
0203B03 - Church Hall improvements	—	—	—	—	—	—
0401A00 - Bookstall sales to promote obj	272	—	—	—	272	114
0403A05 - Parish magazine sales	379	—	—	—	379	2,674
0403A10 - Magazine income - advertising	3,470	—	—	—	3,470	3,941
0404000 - Fees for weddings & funerals	9,848	—	—	—	9,848	6,292
0404001 - Wedding deposit	299	—	—	—	299	1,200
0404002 - Wedding and funeral extras	3,723	—	—	—	3,723	2,161
Incoming resources from charitable activities Totals	17,993	—	—	—	17,993	16,383
Other incoming resources						
0203B01B - Bibles	—	—	—	—	—	—
0601000 - Insurance claims	—	—	—	—	—	—
0602000 - Surplus-sale of fixed assets	—	—	—	—	—	—
Other incoming resources Totals	—	—	—	—	—	—
Incoming resources Grand totals	138,078	—	—	—	138,078	132,332
Resources used						
Costs of generating funds						
3000001 - Fees paid to fund raisers	—	—	—	—	—	—
3000002 - Costs of applying for Grants	—	—	—	—	—	—
3000003 - Costs of stewardship campaign	—	—	—	—	—	—
3000014 - Cost of fetes & other events	—	—	—	—	—	—
3000004 - Investment management costs	—	—	—	—	—	—
Costs of generating funds Totals Total	—	—	—	—	—	—

There may be minor discrepancies in the totals if the pence are not being shown

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	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Charitable activities						
1001000 - Giving to missionary societies	1,020	—	—	—	1,020	600
1002000 - Giving-relief & dev agencies	777	—	—	—	777	1,192
1003000 - Home mission	1,680	—	—	—	1,680	1,680
1004000 - Secular charities	2,520	—	—	—	2,520	2,520
2001005 - Stipends Quota	—	—	—	—	—	—
2001010 - Ministry parish share etc.	75,686	—	—	—	75,686	77,346
2002000 - Working expenses of incumbent	499	—	—	—	499	865
2002005 - Visiting Speakers	—	—	—	—	—	22
2003000 - Parsonage house expenses	510	—	—	—	510	523
2004000 - Assistant staff costs	66	—	—	—	66	54
2005005 - Church running expenses - Gas	1,969	—	—	—	1,969	2,688
2005010 - Church running expenses - Elec	431	—	—	—	431	508
2005015 - Church running expenses - Wate	130	—	—	—	130	233
2005020 - Church running expenses - Insu	1,360	—	—	—	1,360	2,715
200506 - Church Running Expenses-heatin	586	—	—	—	586	—
2006000 - Church maintenance	520	—	—	—	520	481
2006002 - Flower Fund Expenditure	1,686	—	—	—	1,686	—
2006005 - Organ/piano tuning	192	—	—	—	192	192
2006006 - Music Ministry	202	—	—	—	202	—
2007000 - Upkeep of services	334	—	—	—	334	603
2008000 - Upkeep of churchyard	588	—	—	—	588	917
2009000 - Magazine and bookstall	6,568	—	—	—	6,568	3,567
2010005 - Hall running costs - Gas	864	—	—	—	864	933
2010010 - Hall running costs - Electrici	397	—	—	—	397	420
2010015 - Hall running costs - Insurance	1,360	—	—	—	1,360	—
2010020 - Hall running costs - Repairs	363	—	—	—	363	6,688
2010021 - Hall Running Costs-cleaning	2,792	—	—	—	2,792	2,111
2010022 - Hall Running Costs-sundry	1,552	—	—	—	1,552	2,353
2016000 - salary	280	—	—	—	280	100
2016000A - Salary-Families Worker	2,144	—	—	—	2,144	2,051
2017000 - Parish training and mission	1,061	—	—	—	1,061	539
2017001 - Education	—	—	—	—	—	17
2017002 - Children's Work	208	—	—	—	208	1,168
2017003 - Messy Church Expenditure	118	—	—	—	118	206
Charitable activities Totals	108,472	—	—	—	108,472	113,303

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Church Council for the Year Ended 31st December 2021

	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Governance costs						
4000000 - Salary of parish administrator	—	—	—	—	—	—
Governance costs Totals	—	—	—	—	—	—
Other resources used						
4000001 - Administration	6,089	—	—	—	6,089	7,765
4000001A - Wedding payments & refunds	2,495	—	—	—	2,495	1,404
4000001B - visiting organists	478	—	—	—	478	225
4000001C - 150th Celebration	1,489	—	—	—	1,489	720
Other resources used Totals	10,553	—	—	—	10,553	10,114
Resources used Grand totals	119,025	—	—	—	119,025	123,417

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This page is not part of the
Statutory Report and Financial Statements of the Parochial Church Council

**Charitable Donations collected on behalf of,
or made direct by the PCC to other Charities during 2021**

CMS (monthly)	£ 600.00
World Vision (monthly)	£ 357.00
Planets Appeal	£ 420.00
Fareshare Southern Central	£ 420.00
Action for Children	£ 420.00
Mercy Ships	£ 420.00
Mission Aviation Fellowship	£ 420.00
Captain Tom Foundation	£ 420.00
Mission to Seafarers	£ 420.00
Scratch	£ 420.00
Childline	£ 420.00
Water Aid	£ 420.00
Poppy Appeal	£ 420.00
Salvation Army	£ 420.00
Bishop's Lent Appeal	£ 25.00 (Agency)
Total	£6,022.00

The agency amount does not feature in our income and expenditure.