

Parish of Hythe  
St. John's and St. Anne's

Annual Report  
And Financial Statements  
Of the  
Parochial Church Council

For the year ending 31<sup>st</sup> December 2020

**Parish Office**

St. John's Hall  
New Road  
Hythe  
Southampton  
SO45 6BP

**Banks**

National Westminster Bank PLC  
43 Commercial Road  
Totton  
Southampton  
SO40 3TU

HSBC PLC  
55 Above Bar Street  
Southampton  
SO14 7DS

CCLA Investment Management Ltd  
80 Cheapside  
London  
EC2V 6DZ

**Independent Examiner**

Magenta Accounts  
2a Poles Copse  
Poles Lane  
Otterbourne  
Winchester  
SO21 2DZ

<b>Page</b>	<b>Contents</b>
3	Annual Report of the Parochial Church Council
10	Independent Examiner's Report
11	Receipts and Payments Account
12	Balance Sheet
13	Notes to the Accounts
14	Statement of Assets and Liabilities Statement of Fund Movements
15	Analysis of Receipts and Payments

**St John the Baptist Church, Hythe, and St Anne's Netley View.  
Annual Report of the Parochial Church Council for the year ended 31st  
December 2020.**

**St John's church is situated in the centre of Hythe, and St Anne's in Warrys Close, Netley View, Hythe. Both churches are part of the Diocese of Winchester within the Church of England. The correspondence address is: The Vicarage, 14, Atheling Road, Hythe, Southampton, SO45 6BR.**

**The Parochial Church Council (PCC) is a charity registered with the Charity Commission (Reg. No. 1168768).**

**PCC members who have served from 1st January 2020 until the date this report was approved are:**

<b>Name</b>	<b>Title</b>	<b>Elected</b>
Joanna Elvidge		Vicar (Retired 30.09.20)
Susan Blomley		LLM/DS 19-22
David Blomley		Warden 19-20
Andy Pearce		Warden 19-20
Sonia Courtney		19-22
Elizabeth Deadman		19-22
Martin Deadman	Diocesan Synod	19-22
Joyce Dowell		19-22
Craig Fowkes	Secretary	20-23
Tim Gibson		19-22
Pamela Gilson	Diocesan Synod	20-23
Sue Harvey	Treasurer	18-21
Bob Joughin		18-21
Peter Lawson		19-22
Wendy Lee		20-23
Carol Moody	Pro Warden	20-23
Patricia Pearce		18-21
Catherine Preston		20-23
Philip Preston		19-22
Marion Sutcliffe		18-21

## **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.

## **Objectives and Activities**

The primary object of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC also has the responsibility of co-operating with the incumbent in promoting, in the ecclesiastical parish, the whole mission of the Church – pastoral, evangelistic, social and ecumenical.

The ecclesiastical parish includes the churches of St Anne and St John the Baptist.

The PCC has maintenance responsibilities for St John and St Anne Churches, Hythe and its Hall.

## **Achievements and Performance**

### **Church Attendance**

There are 138 names on the new Church Electoral Roll. 58 are resident within the parish and 80 non-resident. The average Sunday attendance at Communion Services, counted during 2020, was 64 (inc. St Anne's). This figure includes an average Zoom audience of 20 (from July onward). Without the Zoom figure the average was 54. The average Sunday attendance was 32. For the major Feast Days and Festivals the congregation averaged 57. These figures do not include those attending Baptisms, Weddings and Funerals.

There are normally worship opportunities on Sunday at 8.00 am, 10.30 am and at 6.30 pm for Evensong. There is also Café Church (Jubilatte) once a month at 5.00 pm. In addition, there are also worship opportunities at St Anne's with 'Open House' on the second Sunday and Taize at 6.00 pm on the 3<sup>rd</sup> Sunday. Furthermore there are normally Home Communion services provided every month to housebound and sick parishioners.

However, due to the Covid-19 restrictions between March and June, none of these took place and since church re-opening in July, there has only been a Sunday Service at 10.30 am where congregations have been limited to a socially distanced maximum of 35. Daily offices and mid-week Communion Services have not taken place in church since March, similarly for Home Communion visits.

However, since the Spring, we have regularly posted weekly services and daily Morning Prayer on our Facebook page and our Church website. These services have had up to 160+ views and Morning Prayer ranging between 6 and 25, with our first online service on Easter Sunday receiving 90 views. We also held an Advent Carol Service, a Christmas Carol Service with lessons, and two online Christingle services.

### **Structure**

The parish is administered by the PCC - Chaired by the Incumbent. This year they met 6 times with an attendance level of 91%. The Standing Committee (SC) – normally comprising of the Incumbent, Churchwardens, Secretary, Treasurer, and two elected PCC members was increased from March 2020, in response to the Covid impact, by the Finance Team, Martin Deadman, Tim Gibson, and Carol Moody. Sue Blomley and Chris McMahon replaced the elected member positions in October as the incumbent vacancy commenced. The PCC agreed that it should remain at this level during the interregnum. However Phil Preston a previous member re-joined the committee at the end of the month.

SC meets regularly to review all parish activities, policies and deals with any matters requiring urgent attention. This group also sets the agenda for PCC meetings.

To support our regular income, there are normally five major events held by the parish, the May Fair, Summer Fete, Christmas Fair, Talents for Mission and the Christmas Tree Festival (which we share with Hythe 2000). However, due to the Covid pandemic none of these events took place this year.

The administration of the parish is the responsibility of the Incumbent who divides the tasks between a personal secretary and the parish office, situated in St John's Hall. The hall office is now the main contact point for all church administration and activities.

The office is normally open from 10.00 am to 1.00 pm Monday to Friday, and is responsible for keeping parish records (funerals, marriages etc.), publishing the weekly pew sheet, keeping the parish diary up to date, assisting with photocopying, printing and collation of the monthly parish magazine (Contact). It manages all telephone enquiries and personal callers. Any matters arising from the office are referred directly to the person responsible. The church office is also the main focal point for all youth and family outreach activities, which are overseen by Chris McMahon – our Children and Families Ministry Co-ordinator. However, this year all enquiries were by phone, post or e-mail only.

All of our hall hire was suspended from mid-March, and only restarted on a phased basis from August, but was suspended again during November. All hirers had to produce robust risk assessments (RA) and adhere to the parish "Covid-19 Hall Hirers Agreement".

In addition to the above, the PCC operates under a full **Health and Safety policy**, has an appointed **Safeguarding Officer** and works to the latest GDPR procedures (General Data Protection Regulations) introduced in 2016. Further information on this can be obtained from the Data Protection Officer, Phil Preston.

### **Mission Giving**

In line with our policy for charitable giving, that we should nominate one local, one national, and two international charities in 2020, the charities nominated by the Social Transformation MAP Group and approved by the PCC were as follows:

**Local** – Street Pastors, **National** – Motor Neurone Association, and **International** – half for Christian Aid and half for Rwanda. However, the Covid pandemic affected the Street Pastors' ability to operate, so the PCC agreed to divide their allocation, and give 50% to the British Legion Poppy Appeal. Additionally the Lent Lunches raised £331 for our local homeless charity 'The Crossings'.

### **Review of the Year**

Following our Christmastide service pattern, we welcomed the New Year in with an Epiphany Carol Service on Sunday the 5<sup>th</sup> January, whilst our MAP Groups continued with their work programs during this first year of their three year cycle.

In February the church introduced two new weekly Well Being initiatives. The first – A Renew Well Being Cafe – is run by trained volunteers, is open for 3 hours every Thursday and aims to provide a safe space in God's house within an informal setting. The second is Well Being Meditation held in St. John's Hall at 7.00 pm and is run by local priest the Revd John Reeve (Netley Marsh).

At the end of February we continued our tradition of serving lunches (soup and cake) every Saturday during Lent with all proceeds going towards the local housing advice charity 'The Crossings'. Our Lent Course this year was entitled 'Finding a Voice' and as a prelude to the course the film 'The King's Speech' was shown in St John's Hall a week before Lent began.

However, everything changed mid-March as the coronavirus took hold across the UK. As society gradually closed down, social distancing, shielding, and self-isolation became a reality and the Church followed suit. Firstly the Communion Chalice was suspended, quickly followed by cessation of regular services, although churches were encouraged to try and stay open for personal prayer and Incumbents holding daily offices. At the same time, Bishop Tim's office started to send out daily updates which combined a summary of the latest Governmental advice, information for parishes and

Incumbents, with spiritual support and guidance. These started on the 16<sup>th</sup> March and continued throughout lockdown, although the subject matter changed as we neared the end of lockdown, in early June.

All gatherings, meetings, concerts, and group activities ceased until further notice, although Jo introduced an online video conference app (Zoom) to hold a SC meeting on the 20<sup>th</sup> March. Amongst the items discussed were keeping the church open, support systems for parishioners, financial planning, staffing and looking ahead at PCC and APCM prospects. However, events moved swiftly with the Diocese stating that PCCs could only meet once the ban on church gatherings had been lifted. Meanwhile Jo and the wardens arranged for a network of telephone support to those on the Electoral Roll with volunteers agreeing to phone 4 or 5 people at least once a week.

On Monday 24<sup>th</sup> March the Government announced that all businesses, shops, and places of worship would be closed, with only essential services remaining in place. Strict social distancing would become mandatory and a lockdown on all other social movement prevailed with the police given additional powers to enforce. The Diocese continued to send out daily guidance and support, via e-mail, whilst Jo convened a second interactive SC on Wednesday 25<sup>th</sup> March. The meeting discussed the following issues— staff support, on line prayers and services, parish finances, buildings' security, food bank donations and future printed publication of `Contact`. As this lockdown situation looked set to continue for at least two months Jo ran SC meetings at regular intervals to maintain contact, update parish coronavirus policies where necessary and gather information to keep parishioners informed and in touch. Additionally, the first digital edition of `Contact` (April) was sent out on 30<sup>th</sup> March by editor Phil Preston. It was also uploaded to the Parish website and Facebook page. All SC and PCC members were encouraged to forward/inform all parishioners, or their family/carers, who had access to digital technology.

As Lent ended and we moved into Passiontide, our online links became ever more important with daily updates, prayers, and support from the Diocese, plus Jo's morning and evening prayers through the St John's website. As lockdown continued an innovative way to mark Palm Sunday at home, was shared online. Originating from St Mark's Pennington, you draw a cross on the palm of your hand, add the year and add the epithet `Palm Sunday`. Then during the interactive Palm Sunday Service on Facebook, you raise your palm towards the screen where Revd Jo blessed your Palm. Another parishioner mentioned a Palm Sunday radio broadcast encouraging people to display their homemade Palm Crosses in their window. Now entering our third week of lockdown (Holy Week commencing Monday 6<sup>th</sup> April), the regular phone calls to and from church members were helping to keep us all going. Exchanges about pastimes, hobbies, shopping experiences, on line activity, book reading – bible and otherwise, DIY projects and garden maintenance, reminded us all that we were in this together and should anyone ask for assistance, then our parish links could be used to follow this up. The Diocese website also provided excellent Holy Week and Easter podcasts which enabled those with access, to experience the thoughts, views, and prayers of our most senior clergy at this important time.

Normally, following Easter, we looked forward to our Annual Meeting, but this year everything had been put back, and the Bishops' Council agreed that Annual Parochial Church Meetings (APCM) could now be held as late as the last Sunday in October. We agreed to decide on a date once the current restrictions on movement were clearer and that eventually took place following our first PCC meeting of 2020, when we settled for September.

Jo continued to hold the weekly SC meetings, although they had become a little shorter as the national situation remained unchanged and there were virtually no new issues to discuss. However, it was good to keep in touch and make sure we were doing all we could to maintain contact with our congregation and friends, use our website for outreach and worship, make sure our buildings

remained safe and secure, and generally keep the wheels turning whilst we awaited the relaxation of the lockdown.

After six solid weeks the Government announced the first easing of lockdown on Sunday 10<sup>th</sup> May. However, the earliest date given for any return to churches opening was provisionally the 4<sup>th</sup> July. In the meantime Jo continued to record the daily offices and a Sunday Service from the vicarage. Before reopening, there were many aspects to consider under the social distancing and hygiene protocols so the SC made early preparations to ensure the systems and people could be in place once the "OK" was given. On a lighter note, Phil Preston introduced and hosted a biweekly on line Quiz from Saturday 16<sup>th</sup> May. There were also other on line initiatives taking place during lockdown. Jo had begun a weekly on line 'Well Being' meditation on Thursdays between 11.00 am and 12.00 with a Well Being Zoom Drop In on the same day. An on line Alpha Course began on Thursday 21<sup>st</sup> May at 3.00 pm, and on Ascension Day we were invited to join Winchester Cathedral for an on line service via our website and Facebook page. Some of our congregation without internet access have been following Archbishop Justin via the daily free phone line for 'thought for the day', hymns and prayers. At the end of May, the Diocese hosted 24 hours of prayer over Zoom called the 'Upper Room'. This was a Pentecost Celebration and also part of the Thy Kingdom Come prayers for friends, neighbours and communities which are held for 10 days between Ascension Day and Pentecost. The hourly prayer cycle (9.00 am to 9.00 pm) started and finished with Bishop Debbie and David, whilst the other hourly slots were filled with clergy from across the Diocese. Also on the website were other prayer resources for Thy Kingdom Come which could be used locally by diocesan worship teams.

*"Generous June"* was a new diocesan initiative to engage churches, communities and individuals with generosity throughout the month of June. As a parish we were already considering a Stewardship campaign, so we decided to launch our appeal at the same time with Jo preaching on material from the Generous June resources. Packs (see sample in PCC support file) were e-mailed or posted, to congregation members along with a covering letter from Jo which not only looked at personal giving, but also at our "Time and Talents" initiative. All responses were received and collated by the end of June. The results were celebrated at a Thanksgiving service held on Sunday 5<sup>th</sup> July. We heard from the Government that places of worship could reopen for individual prayer and contemplation from 15<sup>th</sup> June, so the SC planned the safest way to give parishioners access to the church building. Because of restricted cleaning availability it was decided to open the church on Wednesday 17<sup>th</sup> June from 09.00 am -12.00, and for a couple of hours on Saturday 20<sup>th</sup> This arrangement continued until Wednesday 1<sup>st</sup> July.

However, following further Government easing of the lockdown, places of worship were able to open for public worship under strict social distancing conditions from the 4<sup>th</sup> July. The SC agreed that St John's would hold its first service on Sunday 5<sup>th</sup> July. There would be a number of pre-conditions that needed to be met (see SC Notes), but everyone was confident our preparations were robust. So on Sunday 5<sup>th</sup> July we met for our first service since early March. There were 21 in the congregation, thanks to Sue Blomley's hard work in organising a rota system for those wishing to return to church, whilst everyone else was invited to join in via the Zoom live streaming. However, at the end of this curtailed Service Revd Jo surprised everyone by announcing her retirement as vicar of Hythe at the end of September (see explanatory letter in PCC records). We would all miss her. After six productive years we thanked Jo for all her hard work and wished her well in retirement.

On 12<sup>th</sup> July, Sunday worship included a Communion Service – the first since mid-March - although congregation members were only able to receive a wafer with the priest taking the Communion cup on their behalf. Following successful Zoom SC meetings, the parish held its first Zoom PCC.

Throughout the lockdown and beyond Chris McMahon has been proactive with her output of on line material for all her contact groups – Little Footprints, Toddler Winks, Messy Church, Sunday Club, and Youth Vision. This is one area where social media has really kept people in touch and we thank Chris for all her work in this vital area.

In addition, there were on line activities for St John`s Patronal Festival (receiving some 190 hits), and similarly for the 75<sup>th</sup> VE Anniversary Commemoration.

“Thanks” to Chris and Hannah for their work in producing these and making them available on line. Chris has also contributed to the on line Renew Well Being Drop In which has continued via Zoom and has been particularly beneficial during this extended period of isolation and separation.

As the lockdown continued to ease, plans were in place to welcome back our regular hall hirers. After risk assessing both halls, our first hirers returned at the beginning of August with all the social distancing, hygiene measures, and one way systems in place.

In August we received the Formal Notification of the formation of a new Group Ministry (papers on file), which followed the preparation work undertaken by the Totton and Waterside Deanery Working Group. The notification reflects the proposals submitted to Deanery and which the PCCs involved discussed and approved in July 2019. However, there were still opportunities for further questions to the committee from PCC members (by 11<sup>th</sup> September) before the draft scheme went to public consultation. There were no questions from Hythe. If the scheme proceeds without issue a commencement date of 1<sup>st</sup> February 2021 is proposed.

Preparations for the Covid affected APCM continued with reports being submitted in preparation for e-mail distribution. Those not on e-mail had an opportunity to view all the reports on a dedicated notice board area at the hall entrance. To minimise verbal reports being read out at the APCM many were included in the pre reading package. As August neared its end, we continued to receive requests from hall hirers who wished to resume their sessions under strict Covid conditions. Robust RA`s from all hall users were mandatory prior to restarting. As required our outreach worker issued further Covid guidelines and notices for all hall hirers.

Slimming World and Jiu Jitsu classes re-started in September, whilst Zumba, the Tuesday Indoor Market and Coffee Shop reworked their RA`s for compliance. During the second week of September, the APCM folders were circulated for pre-reading prior to the APCM on the 20<sup>th</sup>. The APCM went off smoothly with a `full` – all socially distanced and face masked – church congregation, plus 16 Zoom attendees. This was virtually Jo`s last major service, as she bowed out to retire with Holy Communion on the 27<sup>th</sup>. Careful planning had enabled each individual in church to represent a cross section of groups contributing to the Gospel proclamation within the parish. At the end of the service Jo was presented with a gift and a bouquet of flowers from an appreciative congregation. “Goodbye Jo, we all wish you, Kevin, and the boys many blessings on the next stage of your journey.”

So we began our period of interregnum, where we will be guided by our Churchwardens and advised by Archdeacon Peter Rouch.

On the 6<sup>th</sup> October we had our first face to face PCC Meeting since January, with everyone socially distanced and wearing face coverings. There was just one person unable to attend, but they joined us on Zoom – now a tried and tested interactive medium. At the meeting we started our journey to seek Jo`s successor, with all MAP teams involved in assembling our draft Parish Profile, and the Churchwardens seeking updates from the Archdeacon. On November 18<sup>th</sup> Sue Blomley organised a half Quiet Day led by Reverend Julia Bradshaw, a Deacon serving at St. Thomas` Anglican church in Kefalas, Crete, where the parish has experienced large numbers of immigrants, who have changed the landscape of the area. Julia led the Zoom participants in contemplation and meditation using 3 icons – Trinity Prayer, Nativity, and Praying Hands - as visual aids.

Additionally, our Worship planning team looked ahead to the prominent seasonal services – Harvest, All Souls, Remembrance Sunday, Advent and Christmas all with Covid safety in mind. To enhance these services we were allowed volunteer solo singers who, accompanied by our organist, sung hymns throughout. However, a second national Government lockdown, due to increasing Covid cases, came into force on 5<sup>th</sup> November. Once again Sunday worship services were suspended, although churches were permitted to remain open for private prayer and we were allowed to broadcast `live` services involving only the leader, a cantor and accompanist. This format continued until mid-November and included the Service of Remembrance on the 8<sup>th</sup>. All singing was then suspended until



lockdown ended on 2<sup>nd</sup> December. Services and hall activities resumed under Tier 2 restrictions which allowed congregational worship and limited cantor singing. This format continued until the end of the year and will probably remain in place well into 2021. However, good news was announced on the 7<sup>th</sup> December – a Covid vaccine had been trialled and tested, which had Government approval for public use. This would be rolled out in a controlled manner with a predicted completion, by summer of next year. Despite the restrictions we managed to have the church organ serviced on the 6<sup>th</sup> November and is now in good shape for another year.

Christmas Services followed the now familiar pattern – limited congregation attendance, some cantor singing, reduced Holy Communion, Zoom, and everyone following the Covid secure procedures. And so the year closed.

The last generation to live through a pandemic was in 1918 – the year of the Spanish Flu. Now we have witnessed our 2020 pandemic – to date, in the UK 2 million people have contracted the virus, 74,000 have perished and many others are suffering the economic and social consequences. As a church we have made the best of what is available and have done all we can to retain our presence in the community. Grateful thanks must go to all who played their part in keeping our buildings safe, our systems in place and for continuing the day to day running of the parish during not only a pandemic, but also an interregnum. With the good news of an accelerated vaccine rollout early next year, we all look forward to and pray for, a brighter 2021.

### **Financial Review**

Total receipts on ordinary unrestricted funds were £111,683 and are detailed in the Financial Statements.

£127,000 was spent on providing the Christian ministry from St John the Baptist and St Anne's Churches, including the contribution to the Common Mission Fund (formerly the parish share) of £42,759. This mainly provides stipends, housing, training, and pensions for the clergy.

This is the sum that churches in the Deanery have to find, and is divided between the parishes according to a formula that is based mainly on average head count of the congregation, and local socio economic data.


The net result for the year was an excess of payments over receipts of £15,838.

### **Reserves policy**

It is PCC policy to maintain a balance on unrestricted funds (if possible) which equates to a minimum of 3 months up to a maximum of 6 months normal expenditure. The deficit on unrestricted funds of £15,358 at yearend reduced our reserves accordingly but the residual balance currently enables the parish to meet this target for 2021.

### **Investment policy statement:**

It is our policy to invest our funds with the CBF Church of England Deposit Fund.



4 March 2021

**Approved by the PCC at the meeting held on 4<sup>th</sup> March 2021, and signed by**

**Mr David Blomley Chair of the PCC**



**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. John And St. Anne, Hythe

**On accounts for the year  
ended**

31<sup>st</sup> December 2020

**Charity no  
(if any)**

1168768

**Set out on pages**

10-15

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020.

**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.

**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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

22 - 3 - 21

**Name:**

Keeley Cousens

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

FCCA DipPFS

**Address:**

2a Poles Copse, Poles Lane

Otterbourne

SO21 2DZ

## Receipts and Payments Account

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Receipts</b>						
Donations and legacies	82,278.80	9,637.13	11.75	—	91,927.68	99,006.33
Income from charitable activities	3,508.60	16,019.82	—	—	19,528.42	58,761.03
Investments	239.21	—	—	—	239.21	482.66
<b>Total receipts</b>	<b>86,026.61</b>	<b>25,656.95</b>	<b>11.75</b>	<b>—</b>	<b>111,695.31</b>	<b>158,250.02</b>
<b>Payments</b>						
Raising funds	108.32	—	—	—	108.32	741.94
Expenditure on charitable activities	75,751.45	51,141.20	532.07	—	127,424.72	154,774.44
<b>Total payments</b>	<b>75,859.77</b>	<b>51,141.20</b>	<b>532.07</b>	<b>—</b>	<b>127,533.04</b>	<b>155,516.38</b>
<b>Excess of receipts over payments before transfer</b>	<b>10,166.84</b>	<b>(25,484.25)</b>	<b>(520.32)</b>	<b>—</b>	<b>(15,837.73)</b>	<b>2,733.64</b>
<b>Transfers</b>						
Gross transfers between funds - in	—	21,091.24	1,308.98	—	22,400.22	28,814.23
Gross transfers between funds - out	(21,131.56)	—	(1,268.66)	—	(22,400.22)	(28,814.23)
<b>Excess of receipts over payments before other gains / losses</b>	<b>(10,964.72)</b>	<b>(4,393.01)</b>	<b>(480.00)</b>	<b>—</b>	<b>(15,837.73)</b>	<b>2,733.64</b>
<b>Net movement in funds</b>	<b>(10,964.72)</b>	<b>(4,393.01)</b>	<b>(480.00)</b>	<b>—</b>	<b>(15,837.73)</b>	<b>2,733.64</b>
<b>All assets at 01 January 2020</b>	<b>59,985.97</b>	<b>20,310.03</b>	<b>9,875.63</b>	<b>—</b>	<b>90,171.63</b>	<b>87,437.99</b>
<b>All assets at 31 December 2020</b>	<b>49,021.25</b>	<b>15,917.02</b>	<b>9,395.63</b>	<b>—</b>	<b>74,333.90</b>	<b>90,171.63</b>
<b>Represented by</b>						
<b>Unrestricted</b>						
General fund	49,014.72	—	—	—	49,014.72	59,980.17
Petty Cash	6.53	—	—	—	6.53	5.80
<b>Designated</b>						
Mission Fund	—	1,833.94	—	—	1,833.94	1,687.12
Restoration Fund	—	10,094.75	—	—	10,094.75	10,094.75
St. Anne's Hall	—	3,988.33	—	—	3,988.33	1,742.37
St. John's Hall	—	—	—	—	—	6,785.79
<b>Restricted</b>						
Bell Appeal	—	—	—	—	—	1,268.66
Fabric and Service Improvement Fund	—	—	4,418.54	—	4,418.54	3,149.88
Organ Fund	—	—	4,977.09	—	4,977.09	5,457.09

## Balance sheet

	Total funds	Prior year funds
<b>Current assets</b>		
Cash at bank and in hand	74,631.40	90,171.63
	<b>74,631.40</b>	<b>90,171.63</b>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	297.50	—
	<b>297.50</b>	<b>—</b>
<b>Net current assets less current liabilities</b>	<b>74,333.90</b>	<b>90,171.63</b>
<b>Total assets less current liabilities</b>	<b>74,333.90</b>	<b>90,171.63</b>
<b>Total net assets less liabilities</b>	<b>74,333.90</b>	<b>90,171.63</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General fund	49,014.72	59,980.17
Petty Cash	6.53	5.80
<b>Designated</b>		
Mission Fund	1,833.94	1,687.12
Restoration Fund	10,094.75	10,094.75
St. Anne's Hall	3,988.33	1,742.37
St. John's Hall	—	6,785.79
<b>Restricted</b>		
Bell Appeal	—	1,268.66
Fabric and Service Improvement Fund	4,418.54	3,149.88
Organ Fund	4,977.09	5,457.09
<b>Funds of the church</b>	<b>74,333.90</b>	<b>90,171.63</b>

Signed on behalf of the Parish;



Date:

25-4-2021

Mr D Blomley – Interregnum Chair of PCC

25th April 2021

## **The Parochial Church Council of the Parish of Hythe**

### **Notes to the financial statements for the year ending 31<sup>st</sup> December 2020**

1. The financial statements for the PCC have been prepared in accordance with the Church Accounting and Regulations 2011, using the receipts and payments basis.
2. The Receipts and Payments Account and represented funds on page 15 reflects cash and bank balances as at year end.
3. Other operating debtors and creditors due at year end are as follows:

#### **Amounts owed to PCC:**

HMRC for recoverable tax on Gift Aid	£1,813.78 (statutory)
HMRC for recoverable furlough support December	£124.73 (statutory)

#### **Amounts owed by PCC:**

HMRC (Tax and NIC)	£471.42 (statutory)
Diocese of Winchester – Fees Oct-Dec 2020	£305.00
NEST December payment due	£147.20 (statutory)

## Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
<b>Current assets - Cash at bank and in hand</b>						
NatWest current account -	(46,128.00)	52,254.60	6,105.40	—	12,232.00	11,484.76
CCLA (CBF) deposit account -	39,673.33	10,000.00	868.42	—	50,541.75	65,302.54
HSBC current account -	55,469.39	(46,337.58)	2,719.31	—	11,851.12	13,378.53
Cash in hand -	6.53	—	—	—	6.53	5.80
<b>Totals</b>	<b>49,021.25</b>	<b>15,917.02</b>	<b>9,693.13</b>	<b>—</b>	<b>74,631.40</b>	<b>90,171.63</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	—	—	297.50	—	297.50	—
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>297.50</b>	<b>—</b>	<b>297.50</b>	<b>—</b>
<b>Grand total</b>	<b>49,021.25</b>	<b>15,917.02</b>	<b>9,395.63</b>	<b>—</b>	<b>74,333.90</b>	<b>90,171.63</b>

## Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>Bell - Bell Appeal</b>						
Restricted	1,268.66	—	—	(1,268.66)	—	—
<b>Sub-total for Bell</b>	<b>1,268.66</b>	<b>—</b>	<b>—</b>	<b>(1,268.66)</b>	<b>—</b>	<b>—</b>
<b>Flowers - Flower Fund</b>						
Restricted	—	11.75	52.07	40.32	—	—
<b>Sub-total for Flowers</b>	<b>—</b>	<b>11.75</b>	<b>52.07</b>	<b>40.32</b>	<b>—</b>	<b>—</b>
<b>Improvement - Fabric and Service</b>						
Restricted	3,149.88	—	—	1,268.66	—	4,418.54
<b>Sub-total for Improvement</b>	<b>3,149.88</b>	<b>—</b>	<b>—</b>	<b>1,268.66</b>	<b>—</b>	<b>4,418.54</b>
<b>Mission - Mission Fund</b>						
Designated	1,687.12	251.46	104.64	—	—	1,833.94
<b>Sub-total for Mission</b>	<b>1,687.12</b>	<b>251.46</b>	<b>104.64</b>	<b>—</b>	<b>—</b>	<b>1,833.94</b>
<b>Organ - Organ Fund</b>						
Restricted	5,457.09	—	480.00	—	—	4,977.09
<b>Sub-total for Organ</b>	<b>5,457.09</b>	<b>—</b>	<b>480.00</b>	<b>—</b>	<b>—</b>	<b>4,977.09</b>
<b>Petty Cash - Petty Cash</b>						
Unrestricted	5.80	12.65	11.92	—	—	6.53
<b>Sub-total for Petty Cash</b>	<b>5.80</b>	<b>12.65</b>	<b>11.92</b>	<b>—</b>	<b>—</b>	<b>6.53</b>
<b>Restore - Restoration Fund</b>						
Designated	10,094.75	—	—	—	—	10,094.75
<b>Sub-total for Restore</b>	<b>10,094.75</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>10,094.75</b>
<b>St A Hall - St. Anne's Hall</b>						
Designated	1,742.37	7,420.74	5,174.78	—	—	3,988.33
<b>Sub-total for St Anne Hall</b>	<b>1,742.37</b>	<b>7,420.74</b>	<b>5,174.78</b>	<b>—</b>	<b>—</b>	<b>3,988.33</b>
<b>St J Hall - St. John's Hall</b>						
Unrestricted	—	—	—	—	—	—
Designated	6,785.79	8,258.03	18,275.38	3,231.56	—	—
<b>Sub-total for St John Hall</b>	<b>6,785.79</b>	<b>8,258.03</b>	<b>18,275.38</b>	<b>3,231.56</b>	<b>—</b>	<b>—</b>
<b>Yth and fam - Youth and Family Outreach</b>						
Designated	—	9,726.72	27,586.40	17,859.68	—	—
<b>Sub-total for yth and fam</b>	<b>—</b>	<b>9,726.72</b>	<b>27,586.40</b>	<b>17,859.68</b>	<b>—</b>	<b>—</b>
<b>General - General fund</b>						
Unrestricted	59,980.17	86,013.96	75,847.85	(21,131.56)	—	49,014.72
<b>Sub-total for General</b>	<b>59,980.17</b>	<b>86,013.96</b>	<b>75,847.85</b>	<b>(21,131.56)</b>	<b>—</b>	<b>49,014.72</b>
<b>Grand total</b>	<b>90,171.63</b>	<b>111,695.31</b>	<b>127,533.04</b>	<b>—</b>	<b>—</b>	<b>74,333.90</b>

## Analysis of receipts and payments

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>This year</u>	<u>Last year</u>
<b>INCOME AND ENDOWMENTS</b>						
<b>Donations and legacies</b>						
Gift Aid - Bank	11,706.50	—	—	—	11,706.50	11,959.00
Gift Aid - Envelopes	3,484.10	—	—	—	3,484.10	5,700.38
Gift Aid - Youth & Fams Sponsorship	—	6,940.00	—	—	6,940.00	7,671.25
Gift Aid - PGS	40,242.52	—	—	—	40,242.52	39,093.47
Non Gift Aid - Envelopes	1,185.00	—	—	—	1,185.00	1,320.00
Non Gift Aid - Bank	348.00	—	—	—	348.00	348.00
Non Gift Aid - Youth & Fams Spons	—	240.00	—	—	240.00	240.00
Loose plate collections	2,071.93	—	—	—	2,071.93	7,503.10
Giving through Wall Safe	228.34	—	—	—	228.34	725.91
Church Coffee Donations	695.55	—	—	—	695.55	3,704.63
Frequent (ad hoc) Donations	30.10	—	—	—	30.10	2,010.00
Donations & appeals etc.	5,494.41	74.42	—	—	5,568.83	2,106.20
Donations for Flowers	—	—	11.75	—	11.75	25.00
Tax rec on Gift Aid General	6,940.07	—	—	—	6,940.07	4,896.86
Tax rec on Gift Aid Restricted	—	—	—	—	—	168.75
Tax rec on Gift Aid Designated	—	151.46	—	—	151.46	13.75
Tax rec on Gift Aid Youth & Families	—	2,231.25	—	—	2,231.25	951.00
Tax rec on Gift Aid PGS General	9,852.28	—	—	—	9,852.28	9,569.03
Legacies	—	—	—	—	—	1,000.00
Total	82,278.80	9,637.13	11.75	—	91,927.68	99,006.33
<b>Income from charitable activities</b>						
Church Fundraising	491.00	—	—	—	491.00	6,465.68
Mission, Outreach (& train)	303.30	341.05	—	—	644.35	3,652.54
PCC Fees for weddings and funerals	1,775.00	—	—	—	1,775.00	4,152.50
Church lettings	—	—	—	—	—	120.00
Parish magazine sales	779.30	—	—	—	779.30	659.60
Parish magazine Advertising	160.00	—	—	—	160.00	400.00
Printing Income	—	—	—	—	—	120.49
Hall Regular Hire	—	5,909.45	—	—	5,909.45	15,819.90
Hall Occasional Hire	—	599.70	—	—	599.70	1,790.30
Hall Coffee and Cake	—	813.06	—	—	813.06	4,695.48
Hall Senior Persons Outreach	—	935.82	—	—	935.82	6,846.44
St. Anne's Regular Hire	—	7,251.90	—	—	7,251.90	12,438.10
St. Anne's Occasional Hire	—	168.84	—	—	168.84	1,600.00
Total	3,508.60	16,019.82	—	—	19,528.42	58,761.03
<b>Investments</b>						
Bank and building society interest	239.21	—	—	—	239.21	482.66
Total	239.21	—	—	—	239.21	482.66
<b>INCOME TOTAL</b>	<b>86,026.61</b>	<b>25,656.95</b>	<b>11.75</b>	<b>—</b>	<b>111,695.31</b>	<b>158,250.02</b>

## EXPENDITURE

### Raising funds

Costs of fetes & other events	108.32	—	—	—	108.32	741.94
Total	108.32	—	—	—	108.32	741.94

### Expenditure on charitable activities

Costs of stewardship campaign	93.20	—	—	—	93.20	—
Giving to missionary societies	1,397.00	—	—	—	1,397.00	1,405.65
Secular charities	3,125.20	100.00	—	—	3,225.20	3,571.00
Common Mission Fund (share)	42,759.25	—	—	—	42,759.25	43,440.92
Gross costs of parish employees	1,816.52	40,784.55	—	—	42,601.07	53,010.01
Working expenses of incumbent	487.73	—	—	—	487.73	1,106.38
Visiting speakers / locums	57.17	—	—	—	57.17	279.05
Parish Mission, Outreach (& train)	1,425.60	4.64	—	—	1,430.24	4,076.58
Printing and stationery	2,917.90	—	—	—	2,917.90	2,979.00
Hall Food	—	271.38	—	—	271.38	1,404.37
Church running - insurance	3,662.17	—	—	—	3,662.17	3,781.06
Organ / piano tuning	—	—	415.00	—	415.00	65.00
Church maintenance	162.00	—	—	—	162.00	1,281.90
Cleaning in Churches	545.00	—	—	—	545.00	10.20
Upkeep of services	2,316.09	—	65.00	—	2,381.09	3,569.80
Upkeep of churchyard	53.00	—	—	—	53.00	771.04
Parish Administration	2,218.18	—	—	—	2,218.18	1,884.81
Flower Expenditure	—	—	52.07	—	52.07	379.93
Youth & Family General Costs	—	77.39	—	—	77.39	188.08
Church running - electric	977.47	—	—	—	977.47	1,195.82
Church running - gas	3,173.87	—	—	—	3,173.87	3,126.89
Church running - water	102.56	—	—	—	102.56	183.70
Church running - broadband	271.58	—	—	—	271.58	274.16
Hall Office Gen Expend	—	358.10	—	—	358.10	287.58
Hall Gas	—	1,054.09	—	—	1,054.09	1,235.57
Hall Electric	—	901.57	—	—	901.57	1,432.63
Hall Water	—	912.00	—	—	912.00	905.00
Hall Maintenance Contracts	—	266.65	—	—	266.65	473.40
Hall Maintenance general	—	575.00	—	—	575.00	1,711.45
Hall Phone and Broadband	—	1,053.96	—	—	1,053.96	849.71
Hall Cleaning materials	—	156.67	—	—	156.67	205.06
Hall Insurance	—	1,409.88	—	—	1,409.88	1,502.87
Parish Magazine Costs	245.16	—	—	—	245.16	783.95
St. Anne's Gen (admin) Expenditure	—	828.80	—	—	828.80	2,189.50
St. Anne's Gas	—	905.42	—	—	905.42	1,159.30
St. Anne's Elec.	—	639.40	—	—	639.40	898.85
St. Anne's Water	—	130.99	—	—	130.99	158.06
St. Anne's Maintenance	—	710.71	—	—	710.71	2,620.51
Govern examination/audit fee	420.00	—	—	—	420.00	390.00
Church major repairs - structure	7,524.80	—	—	—	7,524.80	11,254.32
Church major repairs - installation	—	—	—	—	—	(1,268.67)
Total	75,751.45	51,141.20	532.07	—	127,424.72	154,774.44
<b>EXPENDITURE TOTAL</b>	<b>75,859.77</b>	<b>51,141.20</b>	<b>532.07</b>	<b>—</b>	<b>127,533.04</b>	<b>155,516.38</b>
<b>GRAND TOTAL</b>	<b>10,166.84</b>	<b>(25,484.25)</b>	<b>(520.32)</b>	<b>—</b>	<b>(15,837.73)</b>	<b>2,733.64</b>