

St John in the Soke with St Martin, Winnall

Annual Report for 2021



Annual Report
&
Financial Statements
of the Parochial Church Council
for year ended 31st December 2021

Rector

Rev'd Mike Griffiths
The Rectory
19 Petersfield Road
Winchester
SO23 0JD

Associate Priest

Rev'd Christine Smith

Permission To Officiate

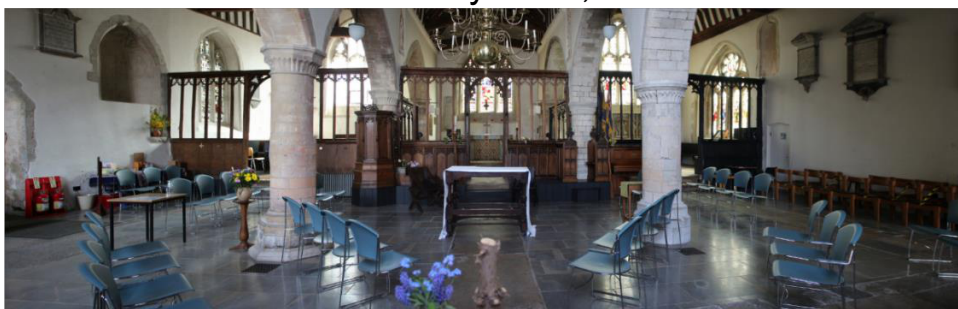
Rev'd Jen Holder

Bank

National Westminster Bank
105 High Street
Winchester
SO23 9AW

Independent Examiner

John K Murray DMS, FCPFA



Donations to Unit 12



Harvest



Christmas

Administrative Information

The parish of St John in the Soke (or St John the Baptist) with St Martin Winnall, in the diocese of Winchester, is part of the benefice of East Winchester, being partnered with the parish of All Saints Winchester with St Andrew, Chilcomb.

The Parochial Church Council (PCC) is a charity exempted from registration with the Charity Commission.

PCC members who have served during 2021 are:

Rev'd Mike Griffiths	<i>Rector</i>
Rev'd Christine Smith	<i>Associate Priest</i>
Rev'd Jen Holder	<i>Permission To Officiate</i>
Richard Skegg	<i>Warden</i>
Andrew Holder	<i>Deanery Synod Representative</i>
Pam Denison	<i>Benefice Safeguarding Officer (Serves on All Saints PCC)</i>
Elected Members:	
Deborah Hobbs:	<i>Secretary (From APCM)</i>
Sue Skegg:	<i>Treasurer</i>
Peter Eagling:	<i>Secretary (Until APCM) Electoral Roll – Co-opted</i>
Matthew Sturgeon	
Paul Hamilton	<i>(From APCM)</i>
Hazel Southam	<i>(Until APCM)</i>

Structure, Governance and Management

The Parochial Church Council is a corporate body established by the Church of England.

The PCC operates under the Parochial Church Council Powers Measure.

Objectives and Activities

St John's PCC has the responsibility of co-operating with the priest-in-charge in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. In addition to the church building and the churchyard, the PCC also has responsibility for the maintenance of two thirds of the graveyard on St Giles Hill.

Achievements and Performance

Church Attendance

The church has 36 parishioners on the electoral roll of whom 16 live in the parish. Average attendance for the year was 22. (Church services only resumed during March) The Sunday service sheets continued to be sent every week to 80 individuals and family groups each week.

Review of the Year

PCC Secretary's Report

The PCC met six times in 2021 with five of the meetings taking place online. Minutes were displayed on the internal noticeboard so that everyone had an opportunity to view them.

The main areas of discussion were

- services and events
- community links – including the parish magazine, support of Unit 12
- agreeing priorities for expenditure and plans to take forward such as the tower door project and internet access
- maintenance and improvement of church fabric and churchyards.

Associate Priest's Report

Our first time back in St John's after restrictions had lifted was on Palm Sunday and it felt joyously appropriate to process up St John's Street, greeting neighbours as we went. Inevitably, some of our members experienced changes in their health during the

pandemic and are now unable to join us in person, but new members have come and we have continued our pattern of sending out worship materials every week. Our mailing list has grown steadily and is presently over 80, including a number of couples and households. In addition, we gained a regular following in Leicester of people who were not receiving anything from their own churches. One of the gifts of the pandemic has been the widening of our musical repertoire and hymnody, thanks to You Tube recordings.

With our return, we introduced occasional afternoon services and events which allowed more time for conversation and fellowship. A jazz Eucharist, a virtual tour of the Winnall Moors nature reserve, a home-grown concert of summer music and poetry, community bulb planting, an Advent service combined with a launch for Hazel Southam's book and an afternoon Carol service brought new faces and encouraged greater participation from our own congregation. In terms of our presence in the parish, we distributed posies of flowers in Winnall on Mothering Sunday and began long-term support of the Unit 12 community pantry, making two significant deliveries of donations after Harvest and at Christmas. We welcomed the return of the Winnall Scouts for their Carol service (other Christmas services were sadly cancelled) and visited Winnall School for their Christmas service.

One of the most significant lessons learned during the year was to engage in conversations that were already happening. Joining two local Facebook groups with a joint membership of more than 20,000 has given us far greater community engagement and extended our reach with news of St John's or simply posting prayers when the news was particularly challenging. This fits with our understanding that the whole world is the theatre of the Holy Spirit and our proper attitude is humility and openness towards what God is doing beyond the church. We have also tried to practice a spirituality of abundance, believing that God sends us all we need and rejecting the temptation to become anxious because we do not think we have enough. We

are grateful that St John's has a spirit of generosity which is a mark of this.

The work of ministry at St John's is greatly enriched and made easy by a wonderful trinity of our own: Richard, Sue and Deb - our churchwarden, treasurer and secretary - who give an enormous amount of time and quietly get on with the day to day running of the church. Jen is a much valued partner in ministry and we all benefit from her pastoral and prayerful presence. The congregation is, as always, supportive and encouraging, and makes St John's the very special church it is.

Churchwarden's Report

As the restrictions of the lockdowns eased we were able to come together and worship more easily and regularly from March 21. Even so the Christmas period services were restricted by a new COVID variant. We took the necessary precautions as laid down by the government and the Church authorities to enable as many services as possible to take place.

Christine and Jen continued with the practice of sending out the weekly order of service to those on the iknowchurch mailing list. This has proven very successful and they are to be much commended for the time and effort put into creating such lovely liturgy and particularly the superb choice of hymns and music.

The intercessions have been led by a variety of excellent intercessors, each bringing their own unique voices to the prayers

The weekly Zoom based Morning Prayer on Wednesdays continued.

For our Harvest Festival (10th October) and Christmas Appeal this year we supported the Unit12 Food Pantry on Winnall. The congregation were most generous on both occasions and the support will continue into 2022.

In addition to the regular Sunday services there were several notable events that took place during the year;

18th April: A Jazz Eucharist held that evening

1st August: Summer Celebration with Evensong

29th August: Talk on Winnall Moors by Paul Hamilton followed by Evening Prayer

24th October: Bulb planting and Evening Prayer

5th December: Advent tea (by the Friends of St John's) with the launch of Hazel Southam's book, *'This Blessed Plot'* followed by Compline.

Fabric report

The usual inspections and regular maintenance were completed. This included:

- lightening conductor inspection
- fire extinguisher checks
- smoke detectors checks,
- emergency lighting,
- boiler maintenance,
- gutter cleaning,
- piano tuning.

The lock on the internal south door was replaced as its mechanism was proving erratic.

The two conifers in the south churchyard were felled. On inspection they were showing signs of dying and also causing damage to the wall. These are to be replaced with two smaller trees and, because of the precipitous drop, a hedge will be planted along the edge of the wall.

The emergency lighting units in the vestry and corridor were replaced with LED ones due to the failure of the original 14 year old units.

St John's has internet access now. As it is very difficult to have a landline into the building it was achieved through the use of a wi-fi unit that works off the mobile phone network.

Meetings with various parties regarding the Tower Doors project took place. Gareth Jenkins of Studio Four Architects, the original designers, agreed to act as project manager. A final design has been decided upon and tenders for the work will be sent out.

The tendering process for the repair to the wall in St Giles Graveyard is taking place. Due to

the nature of the wall the repair cannot take place until the Spring of 2022 at the earliest.

The railings and gates were repainted by Sue and Richard Skegg and Nick Hobbs.

To comply with our insurance Smartwater® has been applied to internal metal and valuable items. It is intended to repeat this with the external metal work.

There has been considerable gardening work done in both the North and South churchyards thanks to a number of the congregation helping with the gardening.

I would like to thank all those that have volunteered over the year to maintain the fabric of the church as well as the churchyard. This has involved extra cleaning due to COVID restrictions, painting, drain clearing and churchyard maintenance. All these help to keep the running costs as low as possible.

Deanery Synod

Deanery Synod comprises all clergy plus lay representatives from the 26 parishes (13 benefices) across the Winchester area, including both city and rural parishes. Lay representatives are appointed to represent the views of their parish at the Deanery Synod and to report back to their parish. Deanery Synod usually meets three times a year.

The February 2021 meeting heard from Bishop David, who first thanked Deanery parishes for the many ways in which they had responded to the challenges of the pandemic. But the Diocesan budget had been under pressure even before the pandemic struck, and there was a need to reduce spending. This would mean many changes, which the bishops aimed to carry out with care and compassion, but which would be difficult for the parishes concerned. The Bishop's address was followed by short presentations on some ways parishes had done things differently during the pandemic.

The June meeting heard from The Rev'd Canon Brian Wakelin, who talked about the Deanery's links with Muhabura in Uganda and sought contributions to help train lay readers. That was followed by small-group discussion

to share views on how parishes were adapting to changing conditions and how they might do things differently in future: some things had been paused that might never resume; others we very much wanted to restart; and some new innovations might be here to stay.

The October meeting discussed what might go into the next Deanery Mission Action Plan (dMAP), looking over the experience of the previous plan (2018-20) and suggesting things that had worked well and where we could do more; things that hadn't worked so well and could be stopped; and new things to start doing. Four themes were proposed for the dMAP covering 2022-24: to enable and equip churches to respond to new opportunities; to sustain strong collaboration internally and externally; to extend our ministry amongst young people; and to root the mission and ministry of the Deanery in prayer.

Financial Review

Once again the finances of the church were affected by lockdown in the early part of the year. During 2021 our loss was much less than in 2020 at £4000 and our income increased overall by £1000. Our main source of regular giving increased as did the associated Gift Aid we were able to claim. Open plate collections and donations at services were able to resume as was the hire of the church.

Our main items of expenditure were our Parish Share, church insurance, utilities, fabric and church maintenance such as gutter cleaning, boiler servicing, electrical work, maintenance of fire equipment and parish administration costs. Over the year we were able to reduce our expenditure by £2,000.

During the year I was able to purchase a new piece of software which made it easier to reclaim Gift Aid from HMRC for one off donations as well as regular donations. The software also meant the administration of all small cash donations under the Gift Aid Small Donations Scheme was made simpler. This sped up claims and all refunds, which improved cash flow.

During the year we began the major projects of the repair of the St Giles cemetery wall and the Tower Doors Project. Money is being used from our reserve fund which has been put aside for major church works. During 2021 we spent £780 on the Graveyard project and £402 on the Tower Doors project. It is expected that the projects will be completed during 2022 with associated expenditure.

A major area of concern is the potential for an increase in energy costs in the coming year. Unfortunately our two year contract ends in March 22. All efforts will be made to reduce our energy costs as much as possible.

Planned Giving Report 2021

As in previous years our main source of income is that donated via regular giving to the church. We continue to be extremely grateful to all those who chose to donate in this way. The majority of donors do so via the Parish Giving Scheme which minimises administration for the church, as all donations are administered by the Scheme and, along with Gift Aid, is reclaimed on our behalf and refunded to the church on a monthly basis. We are thankful to all our donors who choose to increase their gift in line with inflation each year and those who allow us to claim Gift Aid.

During 2021 our number of regular donors increased from 14 to 18 and our income donated in this way rose per month. The Gift Aid also increased. We are in a healthier position than in 2020 but new donors are always welcome.

St John the Baptist, Winchester**Income and Expenditure (Receipts and Payments) Account 2021**

General Fund (Unrestricted)		2021	2020
Income and Endowments			
Donations and Legacies			
Planned Giving		14,606.95	13,240.78
Collections at Services		588.63	656.13
Donations		490.44	1,442.78
Income Tax Recovered		3,449.04	3,109.15
Grant from Listed Places of Worship Scheme		0.00	481.40
Total		<u>19,135.06</u>	<u>18,930.24</u>
Income from Charitable Activities			
Fees for Weddings and Funerals		603.00	868.00
Total		<u>603.00</u>	<u>868.00</u>
Other Trading Activities			
Income from Hire of Church Building		374.35	0.00
Total		<u>374.35</u>	<u>0.00</u>
Investments			
Investment Income Diocesan Loans Fund		344.36	601.50
Total		<u>344.36</u>	<u>601.50</u>
Other Income			
Utilities Refund		0.00	12.53
Refund of Quinquennial Fee		889.00	0.00
Total		<u>889.00</u>	<u>12.53</u>
Total Income and Endowments		<u>£21,345.77</u>	<u>£20,412.27</u>

Expenditure on Charitable Activities	2021	2020
Parish Share	15,793.94	15,793.95
Parish Administration and Administrator		
Administrator	1,067.66	1,164.72
Audit Costs	175.00	140.00
Parking Permits	100.00	100.00
Subscriptions	40.00	40.00
Covid Supplies	0.00	108.92
Magazine	200.00	0.00
Provision of Internet	152.90	0.00
Total	1,735.56	1,553.64
Church Insurance	3,020.74	3,015.00
Heating, Lighting and Water	1,299.22	1,316.31
Worship Expenses/Upkeep of Services	149.47	358.94
Fabric Maintenance		
Lightening Conductor Test	174.00	168.00
Gutter Cleaning/Inspection	420.00	420.00
Total	594.00	588.00
Church Maintenance		
Gas Boiler Servicing	213.60	144.00
Fire Extinguisher and Smoke Alarm Maintenance	273.00	458.40
Piano Tuner	85.00	78.00
Locksmith	125.00	180.00
Electrical works	520.68	3,524.40
Smart Water protection	249.00	0.00
	1,466.28	4,384.80
Churchyard	1,486.74	656.08
Total Expenditure	£25,545.95	£27,716.72
Excess of Expenditure over Income	4,200.18	7,304.45

Historic Trust Funds/Reserves		2021	2020
Opening balance		60234.00	60,234.00
Expenditure			
	Tower Doors Project	402.00	0.00
	St Giles Graveyard	780.00	0.00
	Total	<u>1182.00</u>	<u>0.00</u>

Funds held in Diocesan Loans Fund	57,393.00
Funds held in Nat West C/A	1,659.00
Total	<u>59,052.00</u>

Total Overall Assets 31.12.2021

Nat West Bank Account	20,653.58
Diocesan Loans Fund	57,393.00
Total	<u>78,046.58</u>

General Fund (Unrestricted)	18,994.58
Historic Trust Funds (Restricted)	59,052.00
Total	<u>78,046.58</u>

Notes to the Accounts 2021 Main Points

Income

- 1) **Planned Giving:** During the year the number of planned givers via the Parish Giving Scheme rose from 14 to 18. The number of donors who gave via the Bank remained at 4. On a positive note donations via the Parish Giving Scheme rose by £212 per month and the associated Gift Aid by £40 a month. More yellow Gift Aid envelopes were used.
- 2) **Collections at Services:** As was the case last year our open plate collections were not as high as previous years due to ordinary services being curtailed and collections not reinstated until Sept 21.
- 3) **Donations:** We received donations at such events as the Summer Celebration, the Bulb Planting, the Heritage Open Days, text giving via Donr, monies in the wall safe and coffee money.
- 4) **Income Tax Recovered:** Our HMRC claims for the year 2021 were up to date as of Dec 21. This includes money claimed via the Parish Giving Scheme and claims made under the Gift Aid Small Donations Scheme. The GASDS enables us to claim Gift Aid for small cash donations under £30 such as those placed in the open plate collection or the wall safe.
- 5) **Fees:** We received fees for 1 wedding, 4 Calling of Banns and 2 funerals.
- 6) **Income from Hire of Church Building:** There has been some small recovery in this income stream.
- 7) **Investments:** Money from DLF (Diocesan Loans Fund) interest
- 8) **Refund of Quinquennial Fee:** Reclaimed retrospectively

Expenditure

1. **Parish Share** paid in full to the Diocese which directly supports 3 main areas
 1. **Mission Development**
 1. Stipendiary Clergy remuneration and housing and associated costs
 2. Discipleship and ministry
 3. Stewardship
 4. Education
 5. Safeguarding
 6. Communication
 7. Partnerships
 2. **Mission Support**
 1. Central Support
 2. Diocesan Office
 3. DAC-Pastoral-Closed Churches
 4. Registrar and Legal
 5. Grants
 6. HR
 7. Lay Pension Support
 8. Projects
 9. Contingency
 3. **National Church's Mission**
 1. Training for Ministry
 2. National Church Responsibilities
 3. Grants and Provisions
 4. Clergy Retirement Housing
 5. Mission Agency Support
2. **Parish Administration and Administrator**
 1. Cost of Parish Administrator (Wendy Harrison) which ceased in Dec 21
 2. Subscription to Churches Together in Winchester. Deanery Synod suspended subscriptions for 2021

3. Parking Permits from Winchester CC
4. Audit costs
5. Magazine costs Dec 21
6. Provision of Internet to the church which started in August 2021.
3. **Church Insurance** – policy held with Ecclesiastical Insurance
4. **Church Maintenance**
 1. Gas boiler servicing and repairs
 2. Piano Tuner
 3. Servicing of Fire Extinguishers – smoke detectors dealt with in house
 4. Electrical work in church to replace failed spotlights and emergency lighting
 5. Locksmith to fix South door lock and provide long keys for north door
5. **Worship Expenses**
 1. Music License from CCLI
 2. Advent candles
 3. Braille hymn book
 4. Baptism certificates
6. **Fabric Expenses**
 1. Gutter cleaning
 2. Lightning conductor testing (visual only)
7. **Churchyard**
 1. Removal of trees in south churchyard
 2. Purchase of Hedge Trimmer
 3. Public Notice Fee for closure of St Giles Graveyard (insertion in Hampshire Chronicle)
 4. Paint for railings
8. **Tower Doors Project** – Fees for Design Review meeting held in May 21 and preparing drawings for door design. Funds used from reserves with some held in Diocesan Loans Fund and some in General Fund for ease of access.
9. **St Giles Graveyard** Fees for preparation of specification to repair cemetery wall. Funds used from reserves held in Diocesan Loans Fund with some held in Diocesan Loans Fund and some in General Fund for ease of access.

Overall Situation

We have exceeded our income by £4,000 – less than in 2020.

Despite falling income we honoured our commitment to pay our Parish Share at the 2020 rate and not the revised 2021 rate ie we paid £15793 instead of the requested £15187.

Some of our main sources of income are still suffering ie open plate collections and hire of the church, despite this most of our regular givers have stuck with us and the giving has improved slightly.

At the same time as our income was falling we have spent funds on necessary works such as tree removal in the graveyard and emergency lighting maintenance as well on the projects of the Tower Doors and the repair to the wall in St Giles Graveyard.

At the same time as paying for professional help when needed it must be acknowledged the help of numerous volunteers who undertake everyday maintenance and enable us to keep the costs of maintaining the church and churchyard to a minimum.

Independent Examiner's Report

This report on the Accounts of St. John's (Winchester) PCC for the year ended 31 December 2021 is in respect of an Examination carried out under Regulation 3 (3) of the Church Accounting Regulations 1997 and s. 43 the Charities Act 1993.

Respective Responsibilities of the PCC and Examiner

As the Members of the PCC, but particularly the Treasurer as your Representative, you are responsible for the preparation of the Accounts. As a PCC, you consider that the audit requirements of Regulation 3 (3) of the Church Accounting Regulations 1997 and section 43 (2) the Charities Act 1993 do not apply. In other words, as a PCC, you do not consider that it is required to have an Audit by a Registered Auditor because your gross income or total expenditure during 2021 did not exceed £250,000.

It is my responsibility to issue this Report on those Accounts in accordance with the terms of Regulation 25 of the Church Accounting Regulations 1997 and regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

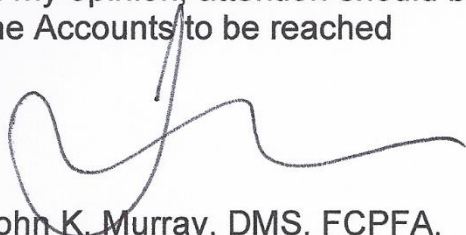
Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43 (7) (b) the Act. That examination includes a review of the accounting records kept by the PCC and comparisons of the Accounts with those records. It also includes considering any unusual items or disclosures in the Accounts and seeking explanations from you as Trustees, but particularly the Treasurer as your representative, concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an Audit, and, consequently I do not express an audit opinion on the view given by the Accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention, which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 41 of the Charities Act 1993 (i.e. the records must contain entries showing from day to day all sums of money received and expended by the PCC, where they came from and on what they are spent so that accounts could be prepared at any time) have not been met.

No other matter has come to my attention in connection with my examination to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached



John K. Murray, DMS, FCPFA.
Chartered Public Finance Accountant
10 February 2022

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