

# St John in the Soke with St Martin, Winnall

## Annual Report for 2022



Annual Report  
&  
Financial Statements  
of the Parochial Church Council  
for year ended 31<sup>st</sup> December 2022

### **Rector**

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

### **Associate Priest**

Rev'd Christine Smith

### **Permission To Officiate**

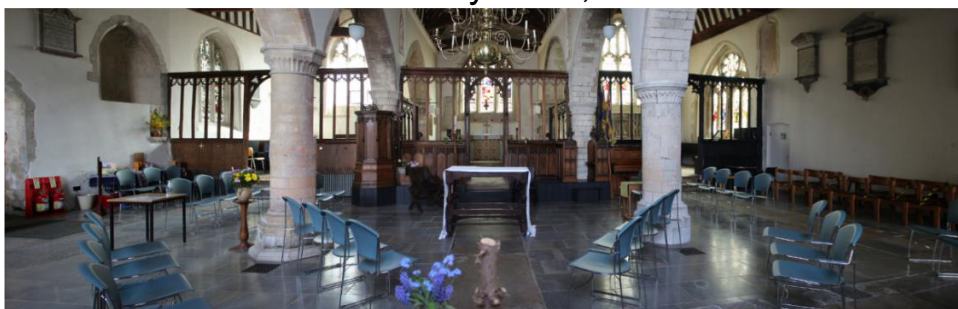
Rev'd Jen Holder

### **Bank**

National Westminster Bank  
105 High Street  
Winchester  
SO23 9AW

### **Independent Examiner**

John K Murray DMS, FCPFA



## **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 2022 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: *Secretary*

Sue Skegg: *Treasurer*

Matthew Sturgeon

Paul Hamilton

Oliver Marjot *(From APCM)*

Angela Hack *(From APCM)*

### *Co-opted Member:*

Charles Barker-Wyatt

## **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.

## **Achievements and Performance**

### **Church Attendance**

As of December 2022, the church had 36 parishioners on the electoral roll of whom 16 lived in the parish. Average attendance for the year was 24. The Sunday service sheets continued to be sent every week to 90 individuals and family groups each week. During the year there were eight baptisms, one wedding, four funerals and two internments of ashes.

## **Review of the Year**

### **PCC Secretary's Report**

The PCC met six times in 2022; two of the meetings took place online. Minutes of the meetings were displayed on the noticeboard in St John's, so that everyone had the opportunity to read them.

We welcomed Oli Marjot and Angela Hack to the PCC at the APCM. Charlie Barker-Wyatt joined as co-opted member. Angela was sadly unable to continue her role past the summer.

The main topics we discussed were:

- planning and reviewing church services and events
- our community links, including support of Unit 12 food pantry
- writing and reviewing policies and guidance including health and safety, fire risk assessment, guidance for memorial stones, the role of welcomers/sides people and commissioning a first aid course
- maintenance and improvement of the church fabric and churchyards
- the future of the Friends of St John's
- safeguarding requirements
- and agreeing priorities for expenditure.

## ***Associate Priest's Report***

2022 was our first complete year back in St John's and we enjoyed being able to celebrate the full liturgical year again, both in person and with some of our members following the services in their homes. Our weekly mailings with a complete order of service, music, sermon text and recording, and prayers continues to be appreciated and now go to over 90 addresses, a mix of individuals and households. It has proved an effective way of staying in touch with baptism families and those who come for other occasional offices or seasonal services.

We have maintained our weekly worship and midweek online morning prayer services with services mainly shared between Christine and Jen, but with very welcome support given by Deb with occasional services of the word. Christine and Jen have also led worship in churches in the Dever Valley benefice where they live which is in vacancy. We have continued our practice of holding occasional Sunday afternoon services and events at 5pm with BCP evensong being especially appreciated. We enjoyed jazz vespers for our patronal festival, a joyful celebration of harvest with a shared meal and home-made entertainment, and the annual Advent tea with compline, courtesy of the Friends. After 18 years of excellent catering provision, Barbara and David Selwood finally hung up their aprons and Fab and Oli made an impressive debut in the role.

Christmas 2022 coincided with the closing stages of World Cup and for the first time we held our carol service on the morning of Advent 3 which proved a popular move and brought several baptism families back to St John's, grateful for a morning rather than an evening service when they could bring their children. It is a practice we should consider continuing, perhaps with an additional evening service for those whose Christmas isn't complete without carols in a candlelit church. Our crib service brought many to St John's on Christmas Eve and we were glad to welcome Winnall School back for its Christmas concert.

We have continued to reach out to our community by constant support of Unit 12 through regular donations, support of Messy Church, the unsung community work and nurturing of relationships by our members who do live in the parish. This is upheld by a regular pattern of prayer for the parish using our monthly prayer diary. There is always more that can be done, and I hope in the coming year that we will find manageable ways of extending our witness through loving service and increased presence. Keeping our building open was a gift to the community (the visitors book shows ample evidence of that) and I hope a way may be found to reopen St John's safely, so that it may once again become a place of encounter with the divine, as it has been for centuries.

St John's depends on the time and energy of numerous people given voluntarily, but also generously, lovingly and faithfully, especially by our church warden, treasurer and secretary, and also members of the PCC, our teams of readers, intercessors and sidespeople. There is a deep spirituality among the congregation that expresses itself in prayerfulness, mutual encouragement, generous giving and practical action. We are grateful for all God's gifts and are confident that abundant grace is everywhere, and is already ahead of us, leading us towards all that is good, true, and beautiful.

## ***Churchwarden's Report***

Work on the two faculties were undertaken. The various reports and documentation were co-ordinated to move the two projects forward.

There were a number of private visits, including a pilgrimage group, to the church which were facilitated by myself.

Regular services on Sundays were facilitated by the provision of printed service sheets and the playing of appropriate music for the relevant seasons of the church year.

Regular health and safety risk assessments were undertaken to ensure that the church remained a safe place to worship in. An 'emergency box' was created and located by the north door.

Nick Hobbs undertook the role of first aider and updated the contents of the first aid boxes, for which we are grateful.

A motif for the church was agreed upon by the PCC:



The church hosted a play, Hotel Elsinore on the 9th July. This was very well attended with the PCC providing refreshments.

In July the Churchwarden's Visitation took place.

### ***Fabric report***

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

- lightning conductor inspection (passed)
- fire extinguisher checks (A powder extinguisher was added in the vestry for use only on the boiler)
- smoke detectors checks (monthly),
- emergency lighting (monthly),
- boiler maintenance,
- piano tuning.
- PAT of electrical equipment (All electrical items passed)

Gutter cleaning was delayed until January 2023 by the contractor, GuttaClean, due to the freezing weather.

The halogen lighting units in the nave were replaced with LED ones due to the failure of some of them and also in an attempt to reduce costs.

The Vestry corridor and toilets were painted by Deb Hobbs and Richard and Sue Skegg

The repair to the fallen wall in St Giles Graveyard was undertaken by Burton Brothers and took place in June. Many thanks to Nick and Deb Hobbs for clearing the area beforehand.

Smartwater marking of the external metal was carried out except for that on the tower roof by Richard and Sue Skegg.

The north door lock and mechanism, which was proving a problem, was repaired.

The lack of water flow from the tap in vestry was found to be caused by a build-up of sediment in the filter. The filter, and those in the toilet taps, were replaced.

The heating control unit has proven difficult to programme to meet the increased fuel costs. It is an obsolete unit and replacement is being investigated.

There has been considerable gardening work done in both the north and south churchyards thanks to members of the congregation helping with the gardening. A Victoria plum tree and a fruiting cherry were planted in the south churchyard as well as a row of hazel saplings along the south churchyard wall. This was to replace the trees that had been removed the previous year.

**Tower Doors:** The PCC decided upon a final design from three submitted by Gareth Jenkins, the architect, who also agreed to act as project manager. The design was put out to tender and HCUK were chosen. There was a meeting with the DAC to enable them to better understand the project and assist in their decision making. Sue and Richard Skegg worked on updating the faculty application.

**Clock:** The Elizabethan clock was retrieved from Hampshire County Stores by Hugh Proudman and myself. The PCC agreed that the clock restoration should take place. To that end a quote for the work from The Cumbria Clock Company sought. Work on a faculty application was completed and submitted. Hugh Proudman drew up several designs for the stand.

The Quinquennial took place in October. The initial inspection gave rise to a reappraisal of the location of the safedue to it restricting access to a number of service valves. As of the time of writing we are waiting for the report.

Many thanks to those who have helped clean the church over the past year.

## **Deanery Synod**

Deanery Synod comprises all clergy plus lay representatives from the 25 parishes (12 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, although this year's summer meeting didn't happen because of difficulties finding a date that the new leadership could make.

The year saw a number of changes for the Deanery, notably as we reached the end of the five-year terms of Rev'd Karen Kousseff as Area Dean and Rev'd Philip Krinks as Assistant Area Dean. Rev'd Ed Dines of St Barnabas is the new Area Dean, and there are now two Assistant Area Deans: our very own Rev'd Mike Griffiths and Rev'd Liz Stuart, who is Associate Priest at St Matthew with St Paul as well as Honorary Canon at the Cathedral and Deputy Vice Chancellor at the University. The Deanery also lost a parish when Barton Stacey & Bullington moved to Andover Deanery; the other side of that change saw South Wonston join with the parishes of the Upper Dever benefice.

The February Synod meeting formally adopted the Deanery Mission Action Plan for 2022-24. The Plan is based around four broad themes: enable and equip churches to respond to new opportunities; sustain strong collaboration internally and externally; extend our ministry amongst young people; and root the mission and ministry of the Deanery in prayer.

The October Synod meeting heard a number of updates including the Vacancy in See Committee (part of the administrative machinery for finding a new Bishop); issues discussed by General Synod; and a Learning Day on Racism, which heard some particularly sobering reports from a senior church adviser on her experiences as a minority ethnic person at church services in her Diocese- far too many had in effect (if very nicely) turned her away.

## **Friends of St John's**

The Friends of St John's was taken on by Oliver Marjot and Matthew Sturgeon. It is currently undergoing a process of regularising and updating its internal organisation, subsequent to which, it is hoped, it will be able once again to be more active in its mandate to support the maintenance of the church and its buildings. In the meantime, the Friends' hosted the traditional Advent tea in December 2022. Anyone interested in taking a more active role in the Friends' activities should not hesitate to get in touch at [oli.marjot@eastwinchester.org](mailto:oli.marjot@eastwinchester.org).

## **Financial Review**

Overall 2022 proved a better year financially – we were able to exceed our annual expenditure in the General Fund by nearly £3,000 (£2,9848.79) however this included a one off grant of £1,000 from the Church Commissioners towards the heating costs. We were able to increase our income into the General Fund by approximately £5,500 and reduce our expenditure by approximately £1,500 which helped push us back into the black. The growth in income has come from increased planned giving, donations, open plate giving and hire of the church building. As a cautionary note all these forms of giving are highly variable and depend on our being able to serve our community in holding life event services, maintain our congregation and being able to hold regular Sunday services.

Our Parish share for 2023 will rise to £14,960 being an increase of £492 at approximately £40 per month. Our heating costs will continue to prove a strain on our income. During 2022 our costs for heating and lighting were already £500 up on the previous year. Our current contracts for both electricity and gas began in March 22 (just as Russia invaded Ukraine) and are due for renewal in March 24. One minor crumb of comfort is that our electricity is 100% generated from green sources and our gas is partially offset by the planting of trees.

During the year the St Giles's Graveyard project was finally completed and signed off. Funds for this project were used from our Restricted Historic Trust Funds (funds put

aside for major works to the church). During 2022 our Quinquennial Inspection was carried out by our architect Ryan Bunce and the PCC is aware that work will be required on the fabric of the church especially on the Tower stonework as well as remedial work to our gas supply installation which will require funding.

At the same time as paying for professional help when needed it must be acknowledged the help of many volunteers who work both in the church and the churchyard keeping costs to a minimum.

### ***Planned Giving Report 2022***

Planned Giving provides our main source of income (60%) and I am extremely grateful to all those who are able to donate in this way. It means a regular income can be relied upon and the majority of donors do so via the Parish Giving Scheme which minimises administration for the church. We are also grateful that many of our donors allow us to collect Gift Aid from their donations which increases the sum even more and along with the Gift Aid collected from the Gift Aid Small Donations Scheme this also makes up a vital part of our income (17%).

During 2022 our number of regular donors remained at 18. We are always in need of more regular donors and any who feel they can donate in this way would be very welcome.

### ***Safeguarding***

Pam Denison was appointed as the Safeguarding Officer for the Benefice last year, with Rev Jen Holder as a Safeguarding Contact.

I am in the process of making sure that everybody who needs one has had DBS check; that everybody's DBS certificates are up to date (they need renewing every three years); and that people who need to do safeguarding training have completed the courses. The diocese provides us with a Parish Safeguarding Dashboard. This is an online system that gives assurance to parishes that they are complying with statutory requirements and Church Of England policies, and explains what actions need to be taken.

There are three levels, and we are currently on 46% of the way through Level 2.

**St John the Baptist Church Winchester**

**Receipts and payments**

**Selected period: 01 January 2022 to 31 December 2022**

Note	From To	01 January 2022 31 December 2022	01 January 2021 31 December 2021
<b>General - General fund (Unrestricted) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Planned Giving Gift Aid Bank and PGS		14,243.46	11,395.31
Planned Giving Gift Aid Envelopes		440.00	460.00
Other Planned Giving		2,088.35	2,751.64
Collections at Services(Open plate)		1,404.49	588.63
Donations		1,023.97	467.27
Donations via Online Giving App Donr		37.90	23.23
Income Tax recovered		4,075.53	3,449.04
<i>Total Donations and legacies</i>		<b>£23,313.70</b>	<b>£19,135.12</b>
Income from charitable activities			
Fees for Weddings and Funerals		978.00	603.00
<i>Total Income from charitable activities</i>		<b>£978.00</b>	<b>£603.00</b>
Other trading activities			
Income from Hire of Church Building		909.35	374.35
<i>Total Other trading activities</i>		<b>£909.35</b>	<b>£374.35</b>
Investments			
Investment income: Diocesan Loan Fund		667.66	344.36
<i>Total Investments</i>		<b>£667.66</b>	<b>£344.36</b>
Other income			
One off grant from Church Commissioner		1,000.00	—
Utilities Refund		31.84	—
Refund of Quinquennial Fee		—	889.20
<i>Total Other income</i>		<b>£1,031.84</b>	<b>£889.20</b>
<b>Total income and endowments</b>		<b>£26,900.55</b>	<b>£21,345.97</b>
<b>Expenditure</b>			
Expenditure on charitable activities			
Parish Share		14198.40	15793.94
Salaries and Wages of Parish Staff		—	1067.66
Church Insurance		3136.08	3020.74
Admin Subscriptions		40.00	40.00
Church Hire Refunds		91.25	—
Worship expenses/Upkeep of Services		323.52	149.47
Piano Tuning		85.00	85.00
Upkeep of Churchyard		90.87	1486.74
Church Maintenance		2554.62	1108.28
Printing, postage and Stationery		69.98	—
Other Church Running Expenses		412.00	373.00
Provision of Internet		385.02	152.90
Contribution to Beneface Admin Costs		275.00	—
Water		173.11	159.28
Heating and lighting		1631.91	1139.94
Magazine Expenses		—	200.00
Independant Examination/Audit Costs		185.00	175.00
Fabric maintenance		300.00	594.00
<i>Total Expenditure on charitable activities</i>		<b>£23,951.76</b>	<b>£25,545.95</b>

**St John the Baptist Church Winchester**

**Receipts and payments**

**Selected period: 01 January 2022 to 31 December 2022**

	From	01 January 2022	01 January 2021
	To	31 December 2022	31 December 2021
<b>Total expenditure</b>		<b>£23,951.76</b>	<b>£25,545.95</b>
Excess of Income and endowments over Expenditure		2,948.79	
Excess of Expenditure over Income			4199.98
Brought forward balance		18,557.46	22,757.44
<b>Total carried forward balance</b>		<b>£21,506.25</b>	<b>£18,557.46</b>

**HTF - Historic trust funds (Restricted) Fund**

**Receipts and payments**

**Selected period: 01 January 2022 to 31 December 2022**

	From	01 January 2022	01 January 2021
	To	31 December 2022	31 December 2021

**Expenditure**

Expenditure on charitable activities			
St Giles Graveyard Project	✓	10,026.00	780.00
Church Tower Project	✓	1,122.00	402.00
<i>Total Expenditure on charitable activities</i>	✓	<i>11,148.00</i>	<i>1,182.00</i>
<b>Total expenditure</b>	✓	<b>11,148.00</b>	<b>1,182.00</b>
Excess of Income and endowments over Expenditure	✓	(11,148.00)	(1,182.00)
Brought forward balance	✓	59,052.12	60,234.12
<b>Total carried forward balance</b>	✓	<b>47,904.12</b>	<b>59,052.12</b>

**Statement of Assets**

Nat West Current A/C Opening Balance Jan 22	£20,653.58
Diocesan Loans Fund Opening Balance Jan 22	£57,393.00
<b>Total Assets Jan 22</b>	<b>£78,046.58</b>

**Total Assets Dec 2022**

Nat West Current Account closing balance Dec 22	£12,271.37
Diocesan Loans Fund closing balance Dec 22	£57,393.00
	<b>£69,664.37</b>

**Represented by Fund**

Historic Trust Fund (Restricted)	47,904.12
General Fund (Unrestricted)	21,760.25
	<b>69,664.37</b>



## **Independent Examiner's Report**

This report on the Accounts of St. John's (Winchester) PCC for the year ended 31 December 2022 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 2022 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  
24 February 2023

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