

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

**Annual Report
and
Financial Statements**

of the

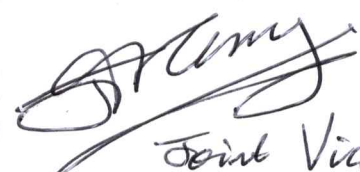
Parochial Church Council

for the year ended 31st December 2019

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

Bank:
Barclays Bank plc
Commercial Road
Portsmouth

Independent Examiner:
R D Glyn-Jones
11 St David's Road
Locksheath
SO31 6EP


Joint Vicar
17 July 2020

St. Mary, Hook-with-Warsash
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Church Council for the Year Ended 31st December 2019

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 2019 until the date this report was approved are:

Priest in Charge (Joint):	Revd J Michael Terry Revd Nicola Susan Terry	
Licensed Readers:	Mrs June R Ward Mrs Eva C Upward	
Churchwardens:	Mr Peter W Upward Mr Roger Clear	(First Period of Office - April 2013) (First Period of Office - April 2014)

Representatives on

The Deanery Synod: Mrs Elizabeth A Simpson
Mr Iain K C Wilkie

Elected Members:	Mrs L Anne Hannah-Ford	2016-2019
	Mrs Amanda Kent	2016-2019
	Vacancy	2016-2019
	Vacancy	2016-2019

	Mr Robert J Bottomley	2017-2020 (first appt'd April 2017)
	Mr Stephen Boyes (Resigned 13 th April 2019)	2017-2020 (first appt'd April 2017)
	Mrs Sara J Clear	2017-2020 (first appt'd April 2014)
	Mrs Virginia E Wilkie	2017-2020 (first appt'd April 2014)

	Mr Peter Starkey (Resigned 22 nd February 2019)	2018-2021 (first appt'd April 2017)
	Mrs Jennifer Palmer (Resigned 12 th March 2019)	2018-2021 (first appt'd April 2018)
	Mrs Lesley Stevens	2018-2021 (first appt'd May 2019)
	Vacancy	2018-2021

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	Mrs Carol Day	2019-2022
	Mrs Sally Donlevy	2019-2022
	Mrs Lynn Duffin	2019-2022
	(Resigned 10 th March 2020)	
	Mrs Lorraine Yeomans	2019-2022
Member of		
General Synod:	Mrs Gemma Winterton	

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 2019 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

The Parochial Church Council shares with the Vicar the joint 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.

The PCC employs two people on a part-time basis - a Children's and Families Ministry Adviser and a Families Worker to assist our Mission Priorities. The PCC also has maintenance responsibilities for the Church, Churchyard and Church Hall along with the responsibilities of managing the finances of the Parish.

Achievements and Performance

Church Attendance (+/- difference to 2018)

There were 156 (-37) parishioners on the new Electoral Roll which was compiled in 2019 compared to the old Roll in 2018. The average weekly attendance at Services in October 2019 was 131 adults (- 2) and 18 Children.

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The following ceremonies were conducted by staff at St. Mary's:

	(2019)	(2018)
Baptisms & Thanksgivings	22 (+ 1)	(21)
Weddings & Blessings	15 (+ 3)	(12)
Funerals & Interments	29 (+ 6)	(23)

Review of the Year

During 2019 the PCC met formally six times. A Bring & Share Supper was held in May to welcome new PCC Members following the APCM. The average attendance at the formal meetings was 72% which was an improvement on 2018 attendance. In addition to the PCC Meetings, the Standing Committee met five times during the year to carry on the business of the PCC under a delegated authority. Sub-committees met between formal PCC meetings 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, Charitable Giving and Forging Links. During 2019 it was decided that the Imagine sub-committee would not meet until early 2022 as there appeared an element of duplication with the newly formed 150th Anniversary Committee in the short term. The 150th Committee which was established in 2018 has continued to meet regularly to consider our forthcoming 150th Anniversary year and how this might be commemorated. 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.

Work with our Mission Priorities has continued throughout the year among Families, Pastoral Care and Communications. The PCC employed a Families Worker on a temporary contract until July 2019 to run our Stay and Play and Messy Church congregations under the oversight of our joint Vicar, Revd Nicky-Sue Terry. This position was taken up on a temporary contract again from September 2019 and runs until July 2020. In December 2019 the PCC appointed a Children's and Families Ministry Adviser on a part-time basis for 25 hours per month to commence in January 2020.

Day to day Churchyard Management has been very good through the year with the regular attention of 'The Friends of St. Mary's Churchyard' during the summer months between March and October on the third Saturday of each month. The church building has always been regarded as generally in good order for a building that is grade two listed. However,

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following the most recent quinquennial inspection in late 2016 additional work was recommended to be undertaken within five years. In January 2019 following a further deterioration to the weatherproofing of areas of the West Window and roof, urgent remedial work was necessary at a cost of almost £30,000. Funds for this were taken from our reserves and donations sought from the Congregation supplemented by Grant Applications. The Church Hall also requires ongoing maintenance as is necessary in any well-used building that is almost 20 years old. In early 2019 further maintenance and repair work to the Church Hall was necessary with the installation of a new boiler and additional roof and guttering repairs were also commissioned in Autumn 2019, and completed in January 2020. A grant from Fareham Borough Council in 2018 of £3,400 part funded this work, with the balance being taken from our General Unrestricted Fund Reserves.

The funding of the above repairs for both buildings reduced our unrestricted General Fund and we are currently exploring future fundraising opportunities to replenish these monies. We have now set up a fundraising page at JustGiving at <https://www.justgiving.com/campaign/stmarywarsash-roof-window-repairs> .

For our 150th Anniversary year in 2021 we are planning a range of activities to mark this occasion throughout the whole year. Further details will be made available as and when finalised via the Church website at <http://www.stmarywarsash.org.uk/150years/> and our FaceBook page along with local publicity.



Iain Wilkie, Hon PCC Secretary.
14th July 2020

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**Independent Examiner's Report to the members of
St Mary's Hook with Warsash Parochial Church
Council**

I report on the accounts for the year ended 31 December 2019, which are set out on the following pages.

Respective Responsibilities of the Trustees and Independent Examiner

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

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Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act: or
 - to prepare accounts which accord with those accounting records have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Richard D Glyn-Jones

11 St David's Road

Locks Heath

Hampshire

SO31 6EP

8th July 2020

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**TREASURER'S REPORT AND ACCOUNTING POLICIES OF THE PAROCHIAL CHURCH
COUNCIL OF HOOK-WITH-WARSASH.**

The financial statements of the Parochial Church Council (PCC) have been prepared in accordance with the Church Accounting Regulations 1997 using Receipts & Payments basis.

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.

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 £1000.

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 at 31st December 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 are regarded as cashed

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Balance sheet (Church of England)
As at: 31 December 2019

	As at 31/12/2019	As at 31/12/2018
	£	£
Fixed assets		
Tangible assets	172,816	172,816
Investments	16,429	13,871
	189,246	186,688
Current assets		
Investments	9,423	9,423
Cash at bank and in hand	44,237	34,700
	53,661	44,124
Liabilities		
Creditors: Amounts falling due in one year	353	(553)
Net current assets less current liabilities	53,308	44,677
Total assets less current liabilities	242,554	231,366
Total net assets less liabilities	242,554	231,366
Represented by		
Unrestricted		
Unrestricted - General fund	60,313	54,159
Designated		
Designated - Church Hall	9,423	—
Designated - Church Fabric Fund	0	208
Designated - Revaluation reserves	0	2,612
Restricted		
Restricted - Church Fabric Fund	0	1,569
Restricted - Agency collection	—	—
Restricted - Church Hall Building	172,816	172,816
Funds of the church	242,554	231,366

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

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

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Statement of Financial Activities

For the period from 01 January 2019 to 31 December 2019

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Incoming resources					
Incoming resources from generated funds					
Voluntary income	118,453	—	—	118,453	104,053
Activities for generating funds	20,703	—	—	20,703	24,113
Investment income	311	—	—	311	504
Incoming resources from charitable activities	21,859	—	—	21,859	20,570
Other incoming resources	170	—	—	170	20
Total income	161,498	—	—	161,498	149,262
Resources used					
Costs of generating funds					
Costs of generating voluntary income	—	—	—	—	—
Fundraising trading: cost of goods sold and other	927	—	—	927	886
Investment management costs	—	—	—	—	—
Charitable activities	144,949	—	—	144,949	115,820
Governance costs	—	—	—	—	—
Other resources used	16,929	—	—	16,929	11,402
Total expenditure	162,807	—	—	162,807	128,109
Net income / (expenditure) resources before transfer	(1,308)	—	—	(1,308)	21,153
Transfers					
Gross transfers between funds - in	15,251	1,439	—	16,690	—
Gross transfers between funds - out	(13,682)	(3,008)	—	(16,690)	—
Other recognised gains / losses					
Gains / losses on investment assets	2,557	—	—	2,557	9,788
Gains on revaluation, fixed assets, charity's own use	9,939	—	—	9,939	—
Net movement in funds	12,757	(1,569)	—	11,188	30,941
Reconciliation of funds					
Total funds brought forward	56,979	174,386	—	231,366	200,424
Total funds carried forward	69,737	172,817	—	242,554	231,366

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

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Analysis of income and expenditure Selected period: 01 January 2019 to 31 December 2019

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Incoming resources						
<i>Incoming resources from generated funds</i>						
0101005 - Gift Aid - Bank	54,806	—	—	—	54,806	55,298
0101010 - Gift Aid - Envelopes	4,178	—	—	—	4,178	3,298
0102000 - Tax recoverable on Gift Aid	16,662	—	—	—	16,662	19,224
0102000A - Tax recoverable on other items	4,293	—	—	—	4,293	1
0103A00 - Other planned giving	4,031	—	—	—	4,031	3,933
0104000 - Loose plate Collections - Sund	7,908	—	—	—	7,908	8,402
0104001 - Loose collections - others	1,665	—	—	—	1,665	2,070
0104002 - Loose collections-charities	—	—	—	—	—	—
0104003 - Messy Church	10	—	—	—	10	40
0105A00 - Regular gift days	—	—	—	—	—	—
0105B00 - Giving through church boxes	291	—	—	—	291	301
0105B05 - One-off Gift Aid gifts	5,231	—	—	—	5,231	3,843
0105B10 - Gifts of quoted securities	—	—	—	—	—	—
0201A00 - Recurring grants	—	—	—	—	—	—
0201B00 - One off Grants	4,870	—	—	—	4,870	3,400
0202000 - Legacies	—	—	—	—	—	—
0202001 - Bequests	—	—	—	—	—	—
0203B00 - Donations appeals etc.	13,516	—	—	—	13,516	3,659
0203B00A - Polo Shirts	302	—	—	—	302	—
0203B04 - Re-ordering	—	—	—	—	—	—
0203B04A - Garden of Remembrance/Book	685	—	—	—	685	580
0203A00 - General Fundraising	4,447	—	—	—	4,447	2,167
0203B01 - Other funds generated	2,303	—	—	—	2,303	2,756
0203B01A - Summer Quiz	—	—	—	—	—	—
0203B01C - Cycle Ride	—	—	—	—	—	3,129
0203B05 - organ cleaning	—	—	—	—	—	—
0203B06 - heating fund	—	—	—	—	—	—
0203B07 - PV Panels	—	—	—	—	—	—
0203B07A - FiTarriff	1,943	—	—	—	1,943	2,332
0203B07B - Easyfundraising	195	—	—	—	195	129
0203B01A - Carbon Footprint	—	—	—	—	—	—
0402A00 - Ch hall lettings PCC objects	11,814	—	—	—	11,814	13,598
0301000 - Dividends	311	—	—	—	311	504
0301001 - Bank & building soc interest	—	—	—	—	—	—
0302000 - Rent from land or buildings	—	—	—	—	—	—
<i>Incoming resources from generated funds Totals</i>	139,469	—	—	—	139,469	128,671

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Analysis of income and expenditure
Selected period: 01 January 2019 to 31 December 2019

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
<i>Incoming resources from charitable activities</i>						
0203B02 - Church Hall Garden	—	—	—	—	—	—
0203B03 - Church Hall improvements	—	—	—	—	—	—
0401A00 - Bookstall sales to promote obj	143	—	—	—	143	168
0403A05 - Parish magazine sales	2,752	—	—	—	2,752	2,900
0403A10 - Magazine income - advertising	4,391	—	—	—	4,391	3,819
0404000 - Fees for weddings & funerals	9,345	—	—	—	9,345	8,732
0404001 - Wedding deposit	700	—	—	—	700	1,700
0404002 - Wedding and funeral extras	4,528	—	—	—	4,528	3,251
<i>Incoming resources from charitable activities Totals</i>	21,859	—	—	—	21,859	20,570
<i>Other incoming resources</i>						
0203B01B - Bibles	170	—	—	—	170	20
0601000 - Insurance claims	—	—	—	—	—	—
0602000 - Surplus-sale of fixed assets	—	—	—	—	—	—
<i>Other incoming resources Totals</i>	170	—	—	—	170	20
Incoming resources Grand totals	161,498	—	—	—	161,498	149,262

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Analysis of income and expenditure Selected period: 01 January 2019 to 31 December 2019

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
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	927	—	—	—	927	886
3000004 - Investment management costs	—	—	—	—	—	—
Costs of generating funds Totals	927	—	—	—	927	886
Charitable activities						
1001000 - Giving to missionary societies	600	—	—	—	600	1,000
1002000 - Giving-relief & dev agencies	1,132	—	—	—	1,132	1,532
1003000 - Home mission	600	—	—	—	600	440
1004000 - Secular charities	2,800	—	—	—	2,800	2,000
2001005 - Stipends Quota	—	—	—	—	—	—
2001010 - Ministry parish share etc.	74,129	—	—	—	74,129	71,132
2002000 - Working expenses of incumbent	1,320	—	—	—	1,320	917
2002005 - Visiting Speakers	33	—	—	—	33	54
2003000 - Parsonage house expenses	390	—	—	—	390	430
2004000 - Assistant staff costs	86	—	—	—	86	88
2005005 - Church running expenses - Gas	2,283	—	—	—	2,283	2,812
2005010 - Church running expenses - Elec	884	—	—	—	884	772
2005015 - Church running expenses - Wate	233	—	—	—	233	450
2005020 - Church running expenses - Insu	2,715	—	—	—	2,715	2,646
200506 - Church Running Expenses-heatin	707	—	—	—	707	932
2006000 - Church maintenance	6,975	—	—	—	6,975	5,194
2006005 - Organ/piano tuning	938	—	—	—	938	468
2006006 - Music Ministry	902	—	—	—	902	3,538
2007000 - Upkeep of services	569	—	—	—	569	917
2008000 - Upkeep of churchyard	646	—	—	—	646	1,249
2009000 - Magazine and bookstall expense	6,115	—	—	—	6,115	5,513
2010005 - Hall running costs - Gas	1,226	—	—	—	1,226	866
2010010 - Hall running costs - Electrici	772	—	—	—	772	984
2010015 - Hall running costs - Insurance	—	—	—	—	—	—
2010020 - Hall running costs – Repairs	3,813	—	—	—	3,813	445
2010021 - Hall Running Costs-cleaning	4,932	—	—	—	4,932	6,255
2010022 - Hall Running Costs-sundry item	1,601	—	—	—	1,601	2,263

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Analysis of income and expenditure Selected period: 01 January 2019 to 31 December 2019

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
2010023 - Hall-garden			—	—	—	—
2010025 - Hall Depreciation	—	—	—	—	—	—
2011000 - Other PCC property upkeep	—	—	—	—	—	—
2012000 - Major repairs Structure	22,707	—	—	—	22,707	—
2012000B - Major work re-ordering	—	—	—	—	—	—
2012005 - Major repairs installations	582	—	—	—	582	—
2012010 - Interior & exterior decoration	—	—	—	—	—	—
2013005 - New building House for curate	—	—	—	—	—	—
2013010 - New building Church	—	—	—	—	—	—
2013015 - New building Hall	—	—	—	—	—	—
2016000 - salary	60	—	—	—	60	250
2016000A - Salary-Families Worker	1,858	—	—	—	1,858	482
2017000 - Parish training and mission	1,551	—	—	—	1,551	1,907
2017001 - Education	161	—	—	—	161	—
2017002 - Children's Work	1,357	—	—	—	1,357	233
2017003 - Messy Church Expenditure	259	—	—	—	259	43
9999005 - Movable furnishings-equipment	—	—	—	—	—	—
Charitable activities Totals	144,949	—	—	—	144,949	115,820
Governance costs						
4000000 - Salary of parish administrator	—	—	—	—	—	—
Governance costs Totals	—	—	—	—	—	—
Other resources used						
2006001 - Garden/Book of Remembrance	199	—	—	—	199	—
2010026 - repayment for PV panels	—	—	—	—	—	—
4000001 - Administration	10,920	—	—	—	10,920	8,592
4000001A - Wedding payments & refunds	3,685	—	—	—	3,685	2,540
4000001B - visiting organists	640	—	—	—	640	270
4000001C - polo shirts	1,484	—	—	—	1,484	—
9999000 - Prior year adjustment	—	—	—	—	—	—
9999010 - Support costs for grants	—	—	—	—	—	—
9999015 - Support costs for church work	—	—	—	—	—	—
Other resources used Totals	16,929	—	—	—	16,929	11,402
Resources used Grand totals	162,807	—	—	—	162,807	128,109

**This is the end of the Statutory Report and Financial Statements
of the Parochial Church Council**

St Mary Hook-with-Warsash, 109 Church Road, Warsash, Southampton, SO31 9GF
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Charity Number: 1162521

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Amounts collected during 2019 on behalf of and remitted to the following Charities:-

CMS (monthly)	£ 600.00
World Vision (monthly)	£ 332.00
Christian Blind Mission	£ 400.00
Tear Fund	£ 400.00
Samaritans Purse	£ 400.00
Leprosy Mission	£ 400.00
Leukaemia Busters	£ 400.00
Myotonic Dystrophy	£ 400.00
Child Line	£ 400.00
CARE International	£ 400.00
Silver Line	£ 400.00
Society of St. James	£ 400.00
Susan Allman's visit to Ghana	£ 200.00
CMS (huts and lent boxes)	£ 464.38 (Agency)
Mission to Seafarers	£ 493.38 (Agency)
Poppy Appeal	£ 461.60 (Agency)
Hamble Lifeboat (Carol Singing)	£ 207.00 (Agency)
Bishop's Lent Appeal	£ 695.00 (Agency)
Total	£7453.36

The last five listed are agency accounts and do not feature in our income and expenditure.