



# St Francis' Church, Valley Park.

The Ecumenical Church Council of  
St. Francis', Valley Park,  
Single Congregation Local Ecumenical Partnership.  
(and the Parochial Church Council of the Parish of Valley Park)

## Annual Report and Accounts for the year ended 31<sup>st</sup> December 2019.



**St Francis' Church:**

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**Bank:**

The National Westminster Bank, Eastleigh Branch, 34 Southampton Road, Eastleigh SO50 9XN.

**Independent Examiner:**

Mr. Chris. Goodhead FCA, Knight Goodhead Ltd. Chartered Accountants,  
7 Bournemouth Road, Chandler's Ford, Eastleigh. Hants. SO53 3DA.

**Inspecting Architect:**

Ms. Sarah Harlow BA (Hons) DipARCH RIBA, Seymour and Bainbridge Architects,  
9 Charlecote Mews, Staple Gardens, Winchester, Hants. SO23 8SR.

Registered as a Charity in England and Wales; Charity Number: 1165677

Cover pictures: Church Life, Mission and Ministry 2019

*Top left – bottom rt:* Harvest Lunch (October); Advent Service of Light (December); St Francis' School Choir – Carol Singing (December); Painted Stones (Spring); Christmas Eve Nativity; Remembrance Sunday (November); Church Family Walk in New Forest (July); Men's Weekend Away – Black Mountains (March); Carol Singing – Cleveland Bay (December); St Francis' Rendezvous Café (April).

# Annual Report of the Ecumenical Church Council of the Single Congregation Local Ecumenical Partnership of St Francis' Valley Park (and the Parochial Church Council of the Parish of Valley Park) 2019

## Aims and purposes

*The aims and purposes of St Francis' Church, Valley Park Single Congregation Local Ecumenical Partnership (SC-LEP) remain unchanged from previous years. The Church and Charity exists to advance the Christian faith within the Ecclesiastical Parish of Valley Park and elsewhere, in accordance with the rites and practices of the participating denominations in the LEP: Church of England, Methodist Church and United Reformed Church.*

Oversight and management of the work of St Francis' Church is vested in an Anglican Parochial Church Council (PCC), and an Ecumenical Church Council (ECC), which normally meet concurrently, and are collectively known as 'The Church Council'. The Church Council has responsibility, in co-operation with the Incumbent minister, the designated Ministers of the other Participating Churches and the Church Wardens for promoting the Christian faith and enabling the whole mission of the Christian Church.

## Objectives

The Charity's objectives continue to focus on Christian Mission and Ministry. St Francis' Church Council strives to enable the whole church to become '*a Christ-centred family, prayerfully growing in God's love to serve the local community and the wider world*' through:

- **Worship and prayer**, and by providing a range of opportunities for those within the parish, and beyond, to learn about the Christian Gospel and develop a faith in Jesus Christ, and to walk with God;
- **Pastoral care** for all those within the parish and others who come into contact with the Church;
- **Mission and community outreach**, involving practical, social and financial support for the local community and wider charitable causes, including work with and through other Churches and Charities;
- **Building the corporate life of the Church family**, both through collective worship and through social, fellowship and community-focused activities;
- **Holding St Francis' Church and its land and building in trust, via the Parochial Church Council, for future generations**, maintaining them as a vital and valuable resource in support of other objectives, and sharing them with the other denominations of the LEP through a formal Sharing Agreement;
- **Working with the neighbouring St Francis C of E (Aided) Primary School.**

## Public benefit

St Francis' Church delivers Public Benefit through engaging in a range of activities, including, but not restricted to:

- The celebration of public worship;
- The teaching of the Christian faith;
- Mission and evangelism;
- Pastoral work, including visiting and supporting the sick and the bereaved;
- The provision of facilities with a Christian ethos for the local community, including, but not restricted to, the elderly, the young, and other groups with special needs;
- The support of other charities in the UK and overseas.

The extent to which Public Benefit has been delivered is described in the following pages of this Report.

## Strategic planning

Inevitably, with the arrival of a new clergy team during the last quarter of 2018, so fresh ideas and new approaches began to emerge during 2019. During January, as part of a Diocesan-wide revision of Mission Action Plans, the Church Council met to begin a discussion and review of achievements against objectives set in recent Parish Mission Action Plans (pMAPs), and to prepare for the creation of a new 2019 pMAP reflecting both a building on past progress and also a focus on new initiatives reflecting the growth in our church membership and the changing needs of the community to who we seek to minister. Part of the process involved a survey of the whole congregation as to their likes and dislikes about the recent life, witness, ministry and mission work of the Church, and to garner their aspirations for the future.

Subsequently a small working group led by the Priest in Charge/Lead Minister developed a new plan with three main areas of focus, reflecting identified needs and priorities:

- **Foundations for Mission:** Ensuring that the organisational and administrative infrastructure of the Church is fit for an increasingly mission and outreach-focused Church, and that there are arrangements for welcoming and regularly nurturing newcomers to faith;
- **Children and Young People:** Seeking to increase the number of young people in our Church family, and encourage them to participate to a greater extent in our worship and in helping more widely; and encouraging families to enjoy the facilities and space we offer on Sundays and throughout the week;
- **Healing and wholeness:** Responding to the health and welfare needs of individuals within our church and community – and particularly to the growing evidence of mental health issues, and to support calls for more formal ‘pastoral’ support to local medical facilities.

The Plan and these priority areas were shared widely with the congregation and adopted collectively during the autumn of 2019. They will form the framework for sustaining and developing the church’s ministry and mission in the coming three years.

## Activities and achievements

Using our core overarching objectives as a framework for reporting, St Francis’ Church has delivered on each one during 2019 as follows:

**Worship:** We have sustained a wide range of worship forms and styles during the year, based upon and building on our past pattern of services.

A said service of Holy Communion has continued weekly at 8.45 a.m. on each Sunday of the year. This is a fairly formal service using Anglican Common Worship or a Methodist or URC equivalent, with clergy fully robed. It continues to attract a regular core congregation of around ten more senior members of our Church family together with up to ten others who may attend other services from week to week.

The main Sunday morning worship, at 10.00a.m. has, as in recent years, alternated across a month between:

- All Age Worship (often lay led, and often taking an informal cafe-style layout) on the first Sunday;
- Morning Worship with Hymns and Worship Songs on the third and fifth Sundays, in which a core of Common Worship-style liturgies are often supplemented by alternative styles and forms. These services enable more focused Christian teaching or the development of mission and ministry topics - such as speakers from missionary or important causes;
- Holy Communion with Hymns and Worship Songs, on second and fourth Sundays, again usually using Common Worship or Methodist/URC equivalent liturgies, but with opportunities for more variety in content;

Informal Evening Worship featuring a combination of modern worship songs and a more extended talk or presentation have continued, though in April these were increased in frequency from monthly on the second Sunday to bi-monthly on first and third Sundays. The format has also developed with a study theme per term or half term being introduced, and additional time available for prayer and readings from Scripture.

Messy church, aimed at a full age range, as an alternative to more traditional forms of worship, has continued monthly – normally on the fourth Sunday afternoon, largely led by lay members of the congregation. Attendance is steady at around 30 – 35 most months, and while there is a churn of new faces with others dropping away, a core of families – particularly with younger children are seeing this service as their “Church” each month.

In addition to these principal services within the Church, a monthly service of Holy Communion (or Communion by Extension) has been held at the local BrendonCare care and residential complex during the year. Attendance is normally around six to ten, and St Francis’ provision of these monthly acts of Worship is greatly appreciated by residents of the home – many of whom are otherwise unable to take part in Christian worship.

As in any Christian church, seasonal festivals have again been marked with a Said Service of Holy Communion (Epiphany, Ash Wednesday – including Imposition of Ashes, Maundy Thursday (an Agape Communion) and Ascension Day) and non-Eucharistic services for Good Friday morning and evening, and on Advent Sunday when the traditional evening Service of Light again marked the start of the reflective period of Advent, leading up to Christmas. Remembrance Sunday included the parish Act of Remembrance for Valley Park and the laying of a wreath, in 2019 commemorating also the 100<sup>th</sup> Anniversary of the first Armistice Day ceremony.

As is always traditional, Christmas at St Francis’ included a full range of Services, covering Service of Lessons and Carols, Messy Christmas and more traditional Crib Service on Christmas Eve, followed by Midnight Eucharist and Festival All Age Worship on Christmas Morning. The Sunday after Christmas was marked by the now regular informal “Coffee and Carols” service. These church Services were supplemented by a Carol Service at BrendonCare on 21<sup>st</sup> December and by Carol Singing in the Cleveland Bay PH on the evening of Sunday 22<sup>nd</sup> December, continuing a trend set in 2018. Again, the Church members and songsters were well received, and a collection was taken for our Christmas charities.

It has also been pleasing to note a number of Baptisms and a couple of Weddings which took place during the year – in part, reflecting the presence of a resident Minister again in the parish.

To supplement the work of our ordained ministers, there were again a number of lay members from within the church undertaking formal training or development in aspects of Christian ministry. During the year one member continued with a year-long programme of study at undergraduate level, leading to a Bishop’s Permission to Preach. One of our Churchwardens (Steve) commenced a three-year course of study leading to Licensed Lay Ministry, in September, and one of our BCM (Worship) holders was formally commissioned in October – delayed from 2018 due to orthopaedic surgery. A number of lay members have taken a role in leading or speaking at services.

Children’s and Youth Ministry has continued and developed during 2019. Regular Sunday morning sessions of our Junior Church, Sunday Club have continued, and a midweek discipleship group has been started for those young people of secondary school age. As in the past, members of Junior Church and Sunday Club contributed to the Nativity tableau at the Christmas Eve Crib service.

A training session from an external provider was staged in October, offering developmental training and information for a number of our lay members who are involved in Children’s and Youth Work

**Pastoral Care:** The role of our church as a source of pastoring to our members and our neighbours has continued as an important focus during the year. Our pastoral team, led by Fiona – who holds a Bishops’ Commission for Mission (Pastoral) – has continued to meet with and engage a range of individuals, both from within the church and more widely, offering friendship, fellowship and an opportunity for quiet prayer for those who wish. Our Prayer network has continued to enable collective prayer for those who are troubled in mind, body or spirit – whether due to health issues, bereavement, relationship concerns or other reasons.

Pastoral care and concern are also a key element of the work of our House Groups – where study of Scripture and matters of topical concern to Christians are coupled with prayer, fellowship and support in a variety of ways. A new innovation in 2019 was an All Souls service on Sunday 3<sup>rd</sup> November to which anyone who has suffered a bereavement or loss in recent times, or perhaps a while ago, was welcomed to take part in a service of remembrance and thanksgiving.

Towards the end of 2019, and in line with our new 'Healing and Wholeness' aim, St Francis' began the process of identifying a church member to respond to an invitation from a local General Practice Surgery, to offer a Christian chaplain as part of the Practice's wider Social Prescriber agenda. It is expected that an appointment will be confirmed early in 2020.

**Mission and Community Outreach:** In keeping with the aims and objectives of recent pMAPs, St Francis' has continued to focus on areas in which it can enrich and be a blessing to, the local community and neighbourhood. Among the various strands of activities aligned to this objective, the largest and most impactful has been the continued operation of St. Francis' Rendezvous Community Café. Operating weekly for three hours each Wednesday morning, the Café is now a very popular venue for young and old alike. On a typical morning there may well be six or seven young mums or carers enjoying friendship and conversation while around a dozen of their toddlers are enjoying toys and games. They sit alongside perhaps twenty or more older people deep in discussion as they share news, fellowship and excellent tea, coffee, and home-made cakes.

In support of the Café, our 'Glitter and Glue' team have provided craft and games activities for older toddlers and during school holidays during the second half of the year. With numbers at the monthly Glitter and Glue – craft, activities, story-time and messy play sessions – dwindling in recent months, these sessions came to an end in December 2019, and in future such provisions will be focused through the Café and via Messy Church.

Our Men's programme has continued through the year. A monthly Men's Breakfast (second Saturday morning) was again supplemented by a weekend away in the Black Mountains of east Wales. Despite some concerns over heavy snowfalls in the preceding days, around fifteen menfolk of a range of ages joined the core dozen or so who attend Men's Breakfast, for a time of walking, fellowship, good food and sharing the gospel. These annual trips are a key element of our outreach to non-Church friends in a non-threatening way.

St Francis' has continued to seek other opportunities to engage more widely with the local community and plans were in hand at the year-end to run an Alpha Course in winter and spring 2020. Alpha offers an introduction to the Christian faith and the issues it raises, in an informal environment centred around a shared meal.

Alongside locally oriented outreach, our Church has continued to support charities and good causes whose work addresses aspects of wider societal issues which have a resonance for Christians, both within the UK and overseas. In 2019 Church members were again actively involved in:

- Global fair trade – supporting a regular Traidcraft stall staged by one of our Church family members, and retailing fairly traded goods and foodstuffs,
- Human trafficking via the 'Stop the Traffik' campaign, with three of our Church family active in the local branch – who have a high reputation for their awareness raising among local statutory authorities,
- Homelessness and vulnerability among young adults, through the work of local Christian charity Fledge Youth Support. Two of our Church members have continued as trustees of this charity which now accommodates and supports up to 21 young adults within the Eastleigh area, many of whom come from broken homes or have a background of abuse or mental health issues;
- Those in our society whose long-term financial situation leaves them short of essentials. Regular collections of foodstuffs and essentials were again made for the Eastleigh Basics Bank during 2019.

In addition, we again tithed a tenth of our unrestricted income in 2019. £ 12,200 was given in grant aid to three UK-based Charities and four charities and good causes operating Overseas.



**Building the corporate life of the Church family:** While Acts of Worship are at the heart of what our Church does, wider involvement in the life of the church has continued through the involvement of around 50 individuals in various aspects of voluntary work and service within our church life and at times of worship. Indeed our church could not operate without these volunteers who contribute to every aspect of the life of the Church from handing out hymnbooks at Services, to providing the music for worship, dealing with administrative and clerical matters, and maintaining the fabric of our church and the upkeep of the garden ground.

In addition to regular services, enjoyment of fellowship around a meal table forms a significant element of what we do at St. Francis'. As in past years, social events included a Waffle and Cream Tea to mark the end of the summer holidays, a roast Harvest Lunch, and a number of 'bring and share' light meals and post worship refreshments. Several other roast Sunday lunches were enjoyed – giving church members and guest ample opportunities to sample "Brian and Linda's famous roast potatoes!"

**Holding St Francis' Church and its land and building in trust, via the Parochial Church Council, for future generations:** The responsibility for maintaining the Church building and premises has continued as an important background task for our Churchwardens and supporting volunteers. The major task undertaken during the year was the replacement of all of the rainwater goods, following a theft of the majority of the installation in late January 2019. This was covered by the Church's insurance policy.

Other more minor works included replacing an internal windowpane, fitting a new extractor fan in a toilet, replacing the timing clocks for the heating systems, and annual services of heating and fire safety systems. A new dishwasher was purchased as a capital item for the Church kitchen, its predecessor having come to the end of its working life.

Plans were being formulated at the year-end for some re-ordering and refurbishment of the Office/Store annexe to the Church to accommodate additional clergy and staff expected during 2020. Looking further into the future, the "domestic" nature of much of the building materials used in the construction of the Church building means that we may anticipate growing costs of care, maintenance and refurbishment in coming years, to ensure that the building remains a welcoming space.

St Francis' Church Council well recognises the importance of making our building available as a hub for the local community. As a result, we have been pleased to make parts of the building available on hire to a number of organisations, including St Francis School breakfast and after-school Care Clubs (daily morning and afternoon in term time); to the Valley Park Ladies Group for their monthly meetings, and to the Park and St Francis Place GP Surgery Patient Participation Forum – which meets quarterly. From March 2019 we have also provided the venue for the Methodist Housing Association's local Test Valley manifestation of their "Stay at Home Scheme" weekly Café and Social Club. The scheme is designed to provide part of a package of care and social engagement for more elderly people who wish to stay in their own homes for as long as possible. Those with mobility challenges are brought to the sessions as part of helping them to stay in touch with a wider breath of the community.

As well as a number of private hirings for personal life events (parties and receptions) we have also been pleased to host the annual Marie Curie 'Bloomin' Great Tea Party' on the last day of the school summer term, and welcomed local Mulberry Corner Day Nursery and Pre-school who again held their annual Nativity Play and rehearsal in the Church.

**Working with the neighbouring St Francis C of E (Aided) Primary School:** As a Church-aided School, St Francis is close to the heart of our Church, with which it shares a campus site. St Francis' Church continued to nominate Foundation Governors to the governing body as provided for in legislation on faith-based schools, and our "Assembly Team" of lay church members led by our resident Minister have provided support to School Assemblies and acts of collective worship on an increasing basis during the past year.

By way of response, the School has made additional use of the Church building during 2019. A number of assemblies were held in the Church for Key Stage groups, together with the annual School Carol Services, a “Wedding” service and other events. In addition, the School Choir attended the Rendezvous Café on a number of occasions to provide musical interludes, including Carol Singing in the run-up to Christmas.

It remains an aspiration of St Francis’s Church to build a relationship with Knightwood County Primary School in Valley Park, and to sensitively assist them in meeting their statutory requirement to provide collective worship within their school. There were some signs of encouragement in this regard at the year-end.

## Structure, governance and management

**Legal form:** The *Church of England Parish of Valley Park* was established in 1991. Simultaneously, a *Single Congregation Local Ecumenical Partnership (SC-LEP)* was formed by *The Church of England*, *The Methodist Church* and *The United Reformed Church*, under a formal Constitution agreed on 4<sup>th</sup> October 1991. A new Model Constitution was adopted in October 2015, and *St Francis’, Valley Park Single Congregation Local Ecumenical Partnership* is registered as a Charity with the *Charity Commission for England and Wales*. The members of the Ecumenical Church Council are the Trustees of the registered Charity.

**Church building:** St Francis’ Church is the Parish Church of the Anglican Parish of Valley Park. It is also the centre of worship for the SC-LEP, under the terms of a Sharing Agreement, established on 30<sup>th</sup> August 1995 under the provisions of the *Sharing of Church Buildings Act, 1969*. The Church building was dedicated rather than consecrated, and it is not subject to Faculty Jurisdiction.

**Joint Council:** In 1991, formal oversight of the operation of the SC-LEP was vested in *Churches Together in Hampshire and the Isle of Wight*, and is administered via a Joint Council, comprising governing representatives of the participating denominations, together with representatives of the Church Council. Presently the oversight body is not functioning, but there have been no matters which have required escalation to a Joint Council during the year, which consequently has not met.

**Clergy and Church Council:** Since its founding in 1987, St Francis’ Church has been led by a resident Church of England minister (the Vicar of Valley Park). This ministry has been complemented by designated Ministers from local Methodist and United Reformed Churches. Working in co-operation these designated clergy are ex-officio members of *St Francis’ Ecumenical Church Council*.

During 2017 the Living of Valley Park was suspended by the Bishop of Winchester. Consequently, the resident lead Minister during 2019 was the Church of England Priest in Charge - Rev’d. Dr. Sarah McClelland. The Methodist Minister was Rev’d. Sue Keegan von Allmen of Chandler’s Ford Methodist Church (who is also Circuit Superintendent of the Winchester, Eastleigh and Romsey Circuit). The United Reformed Church Minister was Rev’d. Mark Robinson, a member of the Clergy Team of the South West Hants Group of URC Churches.

In accordance with Anglican Canon Law, two Churchwardens are elected annually at an Annual Meeting of Parishioners (Annual Vestry Meeting) which also elects two Pro- (Deputy) wardens. St Francis’ Annual Parochial Church Meeting also elects members to a Parochial Church Council (PCC), of which the Vicar, Churchwardens and Pro-wardens are ex-officio members. In April 2019, only one Pro-warden was elected, and a vacancy was carried through until October 2019. At this point, one of the Churchwardens formally resigned from office to undertake a programme of study leading to appointment as a Licenced Lay Minister in the Church of England. The PCC of St Francis’ Church appointed the elected Pro-Warden as Acting Churchwarden until the 2020 Annual Meeting of Parishioners (AMP) and appointed two members of the congregation as acting Pro-Wardens, again until the 2020 AMP.

The [Ecumenical] Church Council (ECC) comprises ex-officio and elected members of the Anglican PCC, together with ex officio members representing the other participating churches in the SC-LEP. The PCC and ECC normally meet concurrently under the title of “*The Church Council*”, for the day to day management of the Church and its affairs, but with appropriate attention to the relative responsibilities of the two bodies. However, there is a requirement for the Anglican PCC to be able to meet independently of, and without



conflict of interest with, the ECC, and so the annually elected Pro-Wardens, the Anglican Deanery Synod Representatives, and at least one elected PCC member are not members of the ECC or Trustees of the registered Charity.

The Electoral Roll of the SC-LEP was renewed ahead of the 2019 Annual Meetings as required by Anglican Church Representation Rules. The Roll operating in 2019 comprised 107 members (a net reduction of 8 on the 2018 revision of the previous roll). 36 of the new Roll were not resident within the Parish.

The whole Church congregation met to conduct business once during 2019 – in April, at the Annual Meeting of Parishioners and the Annual Parochial Church / Ecumenical Congregational Meetings; the latter two held concurrently.

The Church Council met on seven occasions during the year for normal scheduled meetings. A strategic half-day was held in January to start the process of formulating a new pMAP.

Routine topics of discussion have again included considerations of finance, maintaining the fabric of the Church building, engagement with denominational synods and committees, safeguarding provisions, and which organisations would be the beneficiaries of the Church's annual Charitable Giving.

The *Standing Committee*, (a group drawn from the Church Council to deal with matters between meetings), was convened on a number of occasions during the year to consider aspects of the operation and administration of the Church.

Following the pattern of recent years, the Church Council has dealt with matters of strategy, policy, scrutiny and accountability, while many operational activities have been conducted through a series of sub-committees:

- The Wardens' Group: meeting typically monthly, reviews the routine operations and "business as usual" conduct of the Church, and considers the Agenda for Church Council meetings, as well as monitoring broader progress against objectives. The Churchwardens also carry legal responsibilities regarding the conduct of worship and for the fabric, assets and official records of the Church as an Anglican Parish Church.
- The Teaching and Nurturing Group: met at the start of the year to consider sermon material but was disbanded during the year.
- Messy Church and Glitter and Glue core teams: these informal core teams plan, organise and stage the monthly Messy Church and Glitter and Glue sessions. In the case of Messy Church, the core group continues to build on, and adapt widely available Messy Church-branded resources for local use.
- Branding Review Group: A small group formed towards the end of 2019 to consider possible changes and refreshing of the branding and logo used to promote St Francis' Church in its various forms and styles of communication. The group expects to report to the Church Council in spring 2020.

**Denominational activities and ecumenical relationships:** St. Francis Church lies within Anglican *Deanery of Eastleigh* in the *Diocese of Winchester*. The Church Council had three lay representatives to the Deanery Synod during 2019 in accordance with Church of England provisions. One representative was co-opted by the Church Council to serve until the APCM in March 2020, as a result of an elected member leaving the area and the Church, to begin ordination training.

The Deanery broadly covers the area from Valley Park in the west to Hamble in the south east. Meetings are held 6-monthly, with the *Standing Committee* (attended by a sub-group of Synod members) meeting more frequently for more strategic and organisational decision-making. One of St Francis' representatives, David Gurr, continued to serve on the Standing Committee during 2019.

The *Winchester, Eastleigh and Romsey Circuit of the Methodist Church* has continued to meet on a quarterly basis through 2019 with Rev'd. Sue Keegan von Allmen as Circuit Superintendent. St Francis' has been represented at these meetings.

There have been two meetings of the *Wessex Synod of the United Reformed Church* (URC) this year, in March and November. St. Francis' Church was represented at both.

St Francis continues to be an active member of *Churches Together in Chandler's Ford*, in partnership with the other local Christian Denominations. As well as promoting mutual understanding and respect of other Christian Denominations, specific activities of CTICF in 2019 included a joint service marking the end of Christian Aid Week, Ecumenical Lent Study Groups, Christian Aid street collections and a Quiz. CTICF also had a presence at a local community fun-day and took part in charity Carol Singing at a local superstore.

**Fabric and assets:** Vested in the *Winchester Diocesan Board of Finance*, The Incumbent, Church Wardens, and Church Council (through the PCC), collectively hold St Francis' Church and its fixtures, fittings and property, in trust on behalf of past, present and future generations of worshippers, and the local community.

As indicated on page 7 above, 2019 was another year of care and maintenance, the only exception of note being the replacement of all external rainwater goods following a theft, as described on page 7.

Several members of the congregation have assisted in Church cleaning and in keeping the garden under control, which is greatly appreciated, particularly during periodic "cleaning and garden days" when more extensive tasks can be undertaken. These 'deep-cleans' of the church sustain the overall appearance of the building, but a more extensive redecoration will be required ere long.

As indicated above, for the future, we will need to remain conscious that our Church building is ageing, and will need an increasing amount of time, effort and finance to keep it in good repair.

The *Church Terrier*, recording the Church's furniture, fittings, and assets, and the *Log Book* containing records of all alterations, maintenance, repair and disposals, were updated in April 2019, complying with Canon Law.

**Safeguarding:** All of our Church family life, mission and ministry is underpinned by a strong commitment to Safeguarding with a particular focus on Children and Vulnerable Adults. We have a Safeguarding Policy which is regularly reviewed and updated and is easily accessed via the church website. On the Church Notice board there is prominent display of the Safeguarding Policy and also sources of support and help. We work closely with Diocesan, Methodist District and URC Province officials to ensure that our policies, practices and their implementation conform to the relevant best-practice standards. New and existing church activities refer to the Church Safeguarding Policy and undertake risk assessments to ensure safeguarding issues receive careful consideration.

Following her re-election to the PCC and ECC in 2019, Dr. Helen Kelso has remained as Church Safeguarding Officer, overseeing the development and implementation of appropriate Church Policies and Practices, and the regular DBS checking of volunteers. During the year, the Church Council appointed Mrs. Jane Read as Deputy Safeguarding Officer.

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

**Volunteers:** St Francis' Church relies on the voluntary support and assistance of its members who take on a range of roles from the legal duties of Church Warden, to assisting in the organisation and presentation of worship, music, administration, preparing plans, papers and financial reports, and undertaking the routine care and maintenance duties of a 'Sexton' or 'Verger'. While rotas facilitating these activities are generally well resourced, new offers of voluntary service to the Church are always warmly welcomed. The Church Council is indebted to the growing number of members who have stepped forward to take an active role in the life of the Church, and to contribute financially towards it, without whom the ministry and mission of St Francis' Church could not be progressed.

**For and on behalf of the Church Council of St Francis' Valley Park.**



Rev'd. Dr. Sarah McClelland (Priest in Charge) – Chair of PCC and ECC.

March 2020

## Administrative information:

### **Parochial Church Council:** (Names in **bold** are also members of the Ecumenical Church Council)

<b>Ex officio members:</b>	Expiry of Term of Office.		
<b>Rev'd. Dr. Sarah McClelland</b>		Priest in Charge (C of E) ( <i>Chair</i> )	
<b>Mrs. Alison Rhodes</b>	(2020)	Churchwarden.	Re-elected: 7 April 2019
<b>Mr. Stephen Williams</b>	(2020)	Churchwarden ( <i>Vice Chairman</i> ).	Re-elected: 7 April 2019 - until 13 October 2019
<b>Mr. Andrew Grove</b>	(2020)	Acting Churchwarden ( <i>Assistant Treasurer</i> )	Co-opted: 13 October 2019
Mr. Andrew Grove	(2020)	Pro-Warden ( <i>Assistant Treasurer</i> ).	Re-elected: 7 April 2019 - until 13 October 2019
Mr. Geoff Roberts	(2020)	Pro-Warden	Co-opted: 13 October 2019
Mrs. Oladunni Ajayi	(2020)	Pro-Warden	Co-opt: 13 November 2019
Mr. David Gurr	(2020)	Deanery Synod Representative.	
Mr. Elliot Grove	(2020)	Deanery Synod Representative.	Until 31 August 2019
Mr. Peter Rhodes	(2020)	Deanery Synod Representative.	
Mr. Stephen Williams	(2020)	Acting Deanery Synod Representative	App: 11 September 2019

#### **Elected Members:**

<b>Mrs. Oladunni Ajayi</b>	(2020)		Until 13 November 2019.
<b>Mr John Course</b>	(2020)		
<b>Mr. Colin Dorman</b>	(2021)		Until 7 April 2019
<b>Mr. Michael Flack</b>	(2020)		
<b>Mrs. Fiona Grove</b>	(2022)	<i>Church Council Secretary until 10 July 2019</i>	Re-elected: 7 April 2019
<b>Dr. Brian King</b>	(2021)		
<b>Dr. Helen Kelso</b>	(2022)	<i>Safeguarding Officer.</i>	Re-elected: 7 April 2019
Dr. Rogerio Ramos	(2020)		
<b>Mr Graham Shankland</b>	(2021)		Elected: 7 April 2020
<b>Mr. Anthony Taylor</b>	(2019)		Until 7 April 2019
<b>Mrs. Elizabeth Watts</b>	(2022)	<i>Church Council Secretary from 10 July 2019</i>	Elected: 7 April 2019
<b>Mr. Philip Watts</b>	(2021)	<i>Hon. Treasurer.</i>	

#### **Co-opted Members:**

None

### **Ecumenical Church Council:** (in addition to PCC members shown in **bold** above)

#### **Ex Officio Members:**

<b>Rev'd. Sue Keegan von Allmen</b>		Methodist Minister	
<b>Rev'd. Mark Robinson</b>		United Reformed Church Minister.	
<b>Mrs. Gillian Hill</b>	(2020)	Methodist & Circuit Representative.	
<b>Mrs. Julia Ray</b>	(2020)	Methodist & Circuit Representative.	
<b>Mr. Christopher Hill</b>	(2020)	URC & Wessex Synod Representative.	

#### **Co-opted Members:**

<b>Mr. George Taylor</b>	(2019)		Until 7 April 2019
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**Office holders appointed annually by the Annual Congregational Meeting (not attending Council):**

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Mr. Olajide Ajayi	(2020)	Fabric Officer	Re-appointed: 7 April 2019.
Mr. Chris. Goodhead FCA	(2020)	Independent Examiner.	Re-appointed: 7 April 2019.
Mr. Michael Hook	(2020)	Electoral Roll Officer	Re-appointed: 7 April 2019.
Mr. Geoff. Roberts	(2020)	Gift Aid Secretary	Re-appointed: 7 April 2019.

## Financial Overview

**General financial situation:** Total Church income from all sources was up by approx. 12.00% (£ 12,981) on 2018, at £ 121,325, and income to the general fund was actually 9% (£ 9,863) above budget.

Again, the Church relied upon a number of substantial individual donations, supplementing regular voluntary giving, in order to meet all its financial obligations. These included meeting our parish contributions to the C of E Diocese's Common Mission Fund, and pro-rate payments to our other parent denominations, increased activity and related expenditure following the appointment of a new resident Minister which stimulated new Mission and Ministry initiatives and a new pMAP focus, together with increased costs of clergy and lay training reflecting a growing desire among our congregation for more formal learning to support their ministries within the life of the Church. Once again, a Gift weekend was held at Harvest-tide, through which the Church received additional generous one-off donations. These, and donations at other times during the year contributed significantly to overall income.

Overall expenditure at £ 113,077 was significantly higher than in 2018 (£ 11,985 (12%) more) reflecting the increased activity of Ministry and Mission across the Church. Despite careful management of running costs, total outgoings from the General Fund, at £ 111,764 (excluding transfers to Other Funds) were £ 7,627 (7%) above the annual budget – also reflecting Mission and Ministry increased activity.

At the year end, the balance in the General Fund increased by £ 2,188 to £ 6,899.

As part of the Church's commitment to wider Mission and Ministry, overall charitable giving again followed a policy of 'tithing' annual income, and 10% of unrestricted income (£ 12,200) was given to charitable and good causes over the year.

**Gift Aid and Gift Aid Small Donations Scheme (GASDS) giving:** 47 gave within the Gift Aid scheme. (This represents 78 individual people as some giving is on behalf of a couple). This is the same number of donors as the previous year, although some people have moved away, and others have joined. During the year 8 people gave through weekly envelopes and 41 used standing orders (3 of these also used envelopes). However, following conversations between the Church's Gift Aid Secretary and those individuals/couples concerned, the use of weekly envelopes was discontinued towards the end of 2019 and donors were encouraged to gift through on-line payments or standing orders. One visitor made a one-off donation during the year within the gift aid scheme.

A total of £ 76,777 (inclusive of £2,773 GASDS) was given, to which we added £19,195 in tax claimed back from the inland revenue making a grand total of £ 95,972. The following table shows Gift Aid figures over the past seven years:

Year	Gift Aided Giving to the General Fund (including Tax reclaimed)	% Growth year on year	Tax reclaimed
2013	£ 69,748	14%	£ 14,337
2014	£ 78,105	12%	£ 16,386
2015	£ 80,243	3%	£ 16,049
2016	£ 78,731	- 2%	£ 15,747
2017	£ 79,202	0%	£ 15,843
2018	£ 89,194	13%	£ 17,845
2019	£ 95,972	8%	£ 19,195

Many thanks are extended to all those who support the work of St Francis' Church by continuing to take advantage of the gift aid schemes, and also to Gift Aid Secretary Geoff Roberts, for his continuing diligent work in administering the schemes.



**Reserves policy and Designated and Restricted Funds:** It is the policy of the Church Council to maintain a modest balance in the *General Fund* to cover fluctuations in operational expenditure, compared with income, and to transfer appropriate annual sums into Designated Funds intended to provide resources for larger investments in the maintenance and longer-term repair of the Church premises. The modest surpluses in General Fund activity over the past three years have enabled the balance to be increased to £ 6,899. An aspirational year-on-year balance of £ 10,000 in the General Fund would enable the Church Council to plan new initiatives with greater confidence.

The *Maintenance and Repair Fund (Designated)* provides for more major investments in maintenance, decoration, repair and replacement of the Church fabric and assets. While relatively little expenditure was incurred from this fund in 2018 (£ 647), during 2019 the Fund covered the replacement of the Dishwasher installation in the Church Kitchen. This equipment, installed at a cost of £ 2,820, was capitalised and is being depreciated over three years on a straight-line basis. With normal year-end transfer of £ 3,000 from the General Fund, the balance in this designated Fund stood at £ 13,863 at 31 December 2019, inclusive of £ 1,880 of residual capital value of the Dishwasher. This level of fund is necessary to cover the likely increased expenditure on installed equipment and services within the premises in the coming years, such as heating and lighting systems, installed in 1991, reach the end of their working lives.

The *Church Roof Fund (Designated)* reflects a decision taken by the Church Council during 2013 to set aside a sum of £4,000 annually to build up a separate financial resource for longer term repairs and renovation of the Church Fabric, such as future replacement of the Church roof. £4,000 was transferred from the General Fund at the end of 2019, and consequently the balance of this fund stood at £ 22,000 at 31 December 2019.

The *Youth Activities Fund (Designated)*, established in 2016 holds the balance of the closed St Francis Church SOS53 Youth Club bank account; the Youth Club having ceased to function several years ago. This money is held against future youth-related activities.

The *Special Appeals Fund (Restricted)* was set up in 2017 to enable receipt of grants and gifts made to the church expressly for specific projects or works, and all of these funds were disbursed in 2017. The fund was dormant during 2018 but used again in 2019 to fund expenditure on County Council highway signage, erected in roads in the immediate neighbourhood, at St. Francis' expense, to improve directions to the Church for motorists and pedestrians. A grant from the local County Councillor's community fund was received into this Restricted fund to cover the full costs of the signage, and consequently the balance in this fund returned to zero prior to the year-end.

**Staff:** The average number of employees was:

	2019	(2018)
Management & administration of the charity	1.67	2.0

The average number of employees calculated on a Full-time Equivalent basis was:

Management & administration of the charity	0.26	0.30
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**Trustees' Remuneration:** The clergy of St. Francis' Church receive stipends from the funds of their parent denominations. St. Francis' Church contributes to these funds through the payment of an annual 'Parish Share' to the *Common Mission Fund* of the Diocese of Winchester, and through similar, proportional, annual 'Mission and Ministry Fund' contributions to the Methodist and United Reformed Churches.

Other Trustees neither received nor waived any emoluments during the year. Out of pocket expenses incurred by Trustees on behalf of St Francis' Church were reimbursed as follows:

Expense:	No. of Trustees Reimbursed:		Total Value of Reimbursements: (£)	
	2019	(2018)	2019	(2018)
Honoraria:	4	2	134.00	60.00
Travel:	1	1	579.09	15.30
Other (Goods, materials & equipment purchases):	7	9	3,491.88	1,950.73

# Financial Statements and Accounts for the year ending 31<sup>st</sup> December 2019

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2019

	Note	General Fund Unrestricted £	Other Funds Unrestricted £	Other Funds Restricted £	TOTAL FUNDS 2019 £	2018 £
<b>INCOME</b>						
Donations and legacies	2(a)	104,378	0	0	104,378	95,180
Fundraising income	2(b)	92	0	0	92	97
Charitable Activities	2(c)	15,917	0	0	15,917	13,067
Investments	2(d)	0	0	0	0	0
Other income	2(e), 4, 12	565	0	373	938	0
<b>TOTAL INCOME</b>		<b>120,952</b>	<b>0</b>	<b>373</b>	<b>121,325</b>	<b>108,344</b>
<b>EXPENDITURE</b>						
Fundraising costs	3(a)	0	0	0	0	59
Charitable Activities						
Mission Giving & Charitable Grants/Donations	3(b)	12,200	0	0	12,200	10,832
Parish shares	3(c)	67,493	0	0	67,493	65,453
Salaries and honoraria	3(d)	12,733	0	0	12,733	7,228
People-related Expenses	3(e)	2,625	0	0	2,625	177
Mission and evangelism costs	3(f)	376	0	0	376	2,633
Church running expenses	3(g), 4	11,234	940	373	12,547	10,606
Church utility bills	3(h)	4,693	0	0	4,693	3,681
Governance costs	3(i)	410	0	0	410	425
<b>TOTAL EXPENDITURE</b>		<b>111,764</b>	<b>940</b>	<b>373</b>	<b>113,077</b>	<b>101,093</b>
<b>MOVEMENT IN FUNDS</b>		<b>9,188</b>	<b>-940</b>	<b>0</b>	<b>8,248</b>	<b>7,252</b>
<b>TRANSFERS BETWEEN FUNDS</b>	9 - 12	-7,000	7,000	0	0	0
<b>NET MOVEMENT IN FUNDS</b>		<b>2,188</b>	<b>6,060</b>	<b>0</b>	<b>8,248</b>	<b>7,252</b>
Balances brought forward at 1 January 2019	(2018)	4,711	30,855	0	35,566	28,314
Balances carried forward at 31 December 2019	(2018)	<b>6,899</b>	<b>36,915</b>	<b>0</b>	<b>43,814</b>	<b>35,566</b>

# **BALANCE SHEET AT 31 DECEMBER 2019**

	Note	2019 £	2018 £
<b>FIXED ASSETS</b>			
Church Organ & Dishwasher	5	<u>1,880</u>	<u>0</u>
<b>CURRENT ASSETS</b>			
Debtors and prepaid expenses	6	1,998	1,699
Short term deposits		0	0
Cash at bank		53,929	42,372
Cash in hand		<u>31</u>	<u>35</u>
		55,958	44,105
<b>LIABILITIES</b>			
Amounts falling due within one year	7	<u>14,024</u>	<u>8,539</u>
<b>NET CURRENT ASSETS</b>		<u>41,934</u>	<u>35,566</u>
<b>LIABILITIES</b>			
Amounts falling due after more than one year	8	<u>0</u>	<u>0</u>
<b>NET ASSETS</b>		<u>43,814</u>	<u>35,566</u>
<b>FUNDS</b>			
General Fund – Unrestricted		6,899	4,711
Building Maint. & Repair Fund – Designated	9	13,863	11,803
Church Roof Restoration Fund - Designated	10	22,000	18,000
Youth Activities Fund - Designated	11	1,052	1,052
Special Appeals Fund (Restricted)	12	<u>0</u>	<u>0</u>
<b>TOTAL CHURCH FUNDS</b>		<u>43,814</u>	0 <u>35,566</u>
St. Francis' Rendezvous Community Café - Cash Balance in Hand	13	<u>12</u>	<u>26</u>

Approved by the Church Council on 11th March 2020, and signed on its behalf by:

ReVd. Dr. Sarah McClelland - Priest in Charge

Phillip A G Watts - Treasurer



## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019**

### **1 ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with applicable accounting standards and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

The financial statements have been prepared under the historical cost convention.

#### **Funds**

*The General Fund* represents the funds of the Church Council of St Francis', Valley Park, that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Church Council.

*Designated Funds:* The Church Council has designated the following Funds for a particular purpose: The Building Maintenance and Repair Fund to provide resources for substantial repair and maintenance of the church building and grounds, and The Church Roof Restoration Fund to provide a resource for the future capital repair or restoration of the Church Roof and related fabric and The Youth Activities Fund representing the closed SOS53 Youth Club Bank Account. These designated funds are also unrestricted. In addition the Church operates a Community Café - St. Francis' Rendezvous Community Café. The accounts of this Café's activities during 2018 and 2019 are included in these accounts for information. From 1st January 2020 they will form a part of the main Church Accounts, and will be incorporated into the Accounts accordingly.

*Restricted Funds:* These represent grants or donations that require that the funds be used in a specific way or for a specific purpose. They may be considered a contract between the donating party and the receiving party. Restricted grants received in 2017 were given towards the costs of refurbishment of the church toilets and were expended on that purpose. No restricted grants or donations were received during 2018.

The accounts include all transactions, assets and liabilities for which the Church Council is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

#### **Income**

Collections are recognised when received by or on behalf of the Church Council. Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Any income tax recoverable and not received by 31 December is provided for in these accounts and included as a debtor in the Balance Sheet.

Grants and legacies to the Church Council are accounted for as soon as the Council is notified of its legal entitlement and the amount due.

Funds raised by social fundraising and similar events are accounted for gross and recognised when received.

Invoiced income from the hiring of the Church Building is recognised when receivable. Any invoiced income not received by 31 December is provided for in these accounts and included as a debtor in the Balance Sheet.

All other incoming resources are accounted for gross and recognised when received.

#### *Income from investments*

Interest is accounted for when receivable.

#### **Expenditure**

##### *Grants*

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the Church Council.

##### *Activities directly relating to the work of the Church*

The parish share and contributions to other participating denominations are accounted for when payable.

#### **Fixed Assets**

##### *Consecrated land and buildings and moveable Church furnishings*

Consecrated and beneficed property is excluded from the accounts by S.96(2)(a) of the Charities Act 1993.

No value is placed on moveable Church furnishings held by the Churchwardens on special trust for the Church Council and PCC, and which require a faculty for disposal since the Church Council and PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and moveable Church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

##### *Other fixtures, fittings and office equipment*

Equipment used within the Church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £2,000 or less are written off when the asset is acquired.

3

##### *Current assets*

Amounts owing to the Church Council at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short term deposits include cash held on deposit with the Central Board of Finance, Church of England Funds or at the bank.



**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**2 INCOME**

	General Fund Unrestricted £	Other Funds Unrestricted £	Other Funds Restricted £	TOTAL FUNDS	
				2019 £	2018 £
<b>2(a) Donations and legacies</b>					
Tax efficient planned giving	70,597	0	0	70,597	65,826
Other planned giving	6,510	0	0	6,510	4,195
Collections at services/gifts etc.	7,796	0	0	7,796	7,314
Income tax recoverable	19,195	0	0	19,195	17,845
Grants	280	0	0	280	0
	<u>104,378</u>	<u>0</u>	<u>0</u>	<u>104,378</u>	<u>95,180</u>
<b>2(b) Fundraising</b>					
Easy Fundraising	92	0	0	92	97
	<u>92</u>	<u>0</u>	<u>0</u>	<u>92</u>	<u>97</u>
<b>2(c) Charitable Activities</b>					
Income from outreach activities	143	0	0	143	154
Statutory fees retained	482	0	0	482	822
Income from use of church building	13,492	0	0	13,492	11,265
Contribution to Overheads from Café Trading	1,800	0	0	1,800	825
	<u>15,917</u>	<u>0</u>	<u>0</u>	<u>15,917</u>	<u>13,067</u>
<b>2(d) Investments</b>					
Interest	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>2(e) Other income</b>					
Profit on ad hoc sales of equipment & materials	137	0	0	137	0
Other income (incl. Local Fees for Occasional Offices)	428	0	0	428	0
Grants for Special Appeals / Specific Works	0	0	373	373	0
Insurance Claims	0	0	0	0	0
	<u>565</u>	<u>0</u>	<u>373</u>	<u>938</u>	<u>0</u>
<b>TOTAL INCOME</b>	<u>120,952</u>	<u>0</u>	<u>373</u>	<u>121,325</u>	<u>108,344</u>

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**3 EXPENDITURE**

	General Fund Unrestricted £	Other Funds Unrestricted £	Other Funds Restricted £	TOTAL FUNDS 2019      2018 £            £	
<b>3(a) Fundraising costs:</b>					
Cost of generating voluntary income	0	0	0	0	59
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>59</u>
<b>3(b) Mission Giving and Charitable Grants &amp; Donations:</b>					
Benevolent Fund	0	0	0	0	0
Home Charities and Good Causes	6,200	0	0	6,200	8,555
Overseas Relief Agencies	6,000	0	0	6,000	2,277
	<u>12,200</u>	<u>0</u>	<u>0</u>	<u>12,200</u>	<u>10,832</u>
<b>3(c) Parish Shares:</b>					
Church of England	64,473	0	0	64,473	62,525
Methodist Church	2,265	0	0	2,265	2,196
United Reformed Church	755	0	0	755	732
	<u>67,493</u>	<u>0</u>	<u>0</u>	<u>67,493</u>	<u>65,453</u>
<b>3(d) Salaries and honoraria:</b>					
Parish administration	10,454	0	0	10,454	5,286
Organists and musicians	1,090	0	0	1,090	888
Church cleaning and Verger	1,189	0	0	1,189	1,054
	<u>12,733</u>	<u>0</u>	<u>0</u>	<u>12,733</u>	<u>7,228</u>
<b>3(e) People-related expenses:</b>					
Clergy Mileage, Telephone & Other Exps.	1,329	0	0	1,329	87
Education & Training of Staff and Laity	1,296	0	0	1,296	90
	<u>2,625</u>	<u>0</u>	<u>0</u>	<u>2,625</u>	<u>177</u>
<b>3(f) Mission and evangelism costs:</b>					
Junior/Young people's church	149	0	0	149	22
Outreach activities	200	0	0	200	315
Teaching and Nurturing costs	27	0	0	27	12
Pastoral costs	0	0	0	0	11
Vacancy costs	0	0	0	0	2,273
	<u>376</u>	<u>0</u>	<u>0</u>	<u>376</u>	<u>2,633</u>
<b>3(g) Church running expenses:</b>					
Upkeep of services	1,901	0	0	1,901	749
Hospitality and catering	539	0	0	539	581
Insurance	1,050	0	0	1,050	1,016
Maintenance, cleaning & servicing	2,580	940	0	3,520	4,311
Furniture and equipment	0	0	0	0	0
Administration costs	4,064	0	373	4,437	2,851
Church magazine printing costs	1,100	0	0	1,100	1,100
	<u>11,234</u>	<u>940</u>	<u>373</u>	<u>12,547</u>	<u>10,606</u>
<b>3(h) Church Utility Bills:</b>					
Electricity	1,728	0	0	1,728	1,404
Gas	2,436	0	0	2,436	1,997
Water rates	529	0	0	529	280
	<u>4,693</u>	<u>0</u>	<u>0</u>	<u>4,693</u>	<u>3,681</u>
<b>3(i) Governance costs</b>					
Professional fees (inc. Independent Examiner's fee)	410	0	0	410	425
	<u>410</u>	<u>0</u>	<u>0</u>	<u>410</u>	<u>425</u>
<b>TOTAL EXPENDITURE</b>	<b><u>111,764</u></b>	<b><u>940</u></b>	<b><u>373</u></b>	<b><u>113,077</u></b>	<b><u>101,093</u></b>

NB: In 2018, of total expenditure of £ 101,093, £ 647 related to other unrestricted funds and the remaining £ 100,446 was utilised against general unrestricted funds. There was no expenditure from Restricted Funds in 2018.

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**4 INSURANCE SETTLEMENT - THEFT OF RAINWATER GOODS -JANUARY 2019**

	<u>£</u>
<b>Receipts</b>	
Insurance Claim	5,096
Proceeds from sale of remaining copper-work	387
<b>Total Receipts</b>	<u>5,483</u>
<b>Payments</b>	
Cost of Replacement	5,096
Insurance Excess	250
<b>Total Payments</b>	<u>5,346</u>
<b>Profit on Sale of Assets included in Other Income</b>	<u><u>137</u></u>

	<b>2019</b> <b>£</b>	<b>2018</b> <b>£</b>
<b>5 FIXED ASSETS</b>		
Church Organ at Cost	5,846	5,846
Additions: Dishwasher at Cost	2,820	0
Less: Depreciation to date	<u>6,786</u>	<u>5,846</u>
	<u><u>1,880</u></u>	<u><u>0</u></u>
<b>6 DEBTORS</b>		
Prepaid expenses	0	0
Other debtors	<u>1,998</u>	<u>1,699</u>
	<u><u>1,998</u></u>	<u><u>1,699</u></u>
<b>7 LIABILITIES</b>		
Amounts falling due within one year		
Accrued Charitable donations	11,700	7,332
Other Accruals	2,324	1,207
Other Creditors	<u>0</u>	<u>0</u>
	<u><u>14,024</u></u>	<u><u>8,539</u></u>
<b>8 LIABILITIES</b>		
Amounts falling due after more than one year	<u><u>0</u></u>	<u><u>0</u></u>

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**DESIGNATED FUNDS**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>9 BUILDING MAINTENANCE AND REPAIR FUND – DESIGNATED</b>		
Balance brought forward at 1 January	11,803	9,450
Transfer from General fund	3,000	3,000
Donations	0	0
Expenditure during the year	0	-647
Depreciation on Dishwasher	-940	0
Transfer to General fund	0	0
Balance carried forward at 31 December	<b><u>13,863</u></b>	<b><u>11,803</u></b>
<b>10 CHURCH ROOF RESTORATION FUND – DESIGNATED</b>		
Balance brought forward at 1 January	18,000	14,000
Transfer from General fund	4,000	4,000
Donations	0	0
Expenditure during the year	0	0
Transfer to General fund	0	0
Balance carried forward at 31 December	<b><u>22,000</u></b>	<b><u>18,000</u></b>
<b>11 YOUTH ACTIVITIES FUND – DESIGNATED</b>		
Balance brought forward at 1 January	1,052	1,052
Transfer from General fund	0	0
Expenditure during the year	0	0
Funds from Closure of Youth Club Account	0	0
Transfer to General fund	0	0
Balance carried forward at 31 December	<b><u>1,052</u></b>	<b><u>1,052</u></b>

**RESTRICTED FUNDS**

<b>12 SPECIAL APPEALS FUND (for expenditure on specific works) - RESTRICTED</b>		
Balance brought forward at 1 January	0	0
Transfer from General fund	0	0
Donations	0	0
Third Party Grants towards specific works (HCC Highway Signage)	373	0
Expenditure towards costs of specific works (HCC Highway Signage)	-373	0
Transfer to General fund	0	0
Balance carried forward at 31 December	<b><u>0</u></b>	<b><u>0</u></b>

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**13 ST FRANCIS RENDEZVOUS COMMUNITY CAFÉ - ACCOUNTS 2019**

These accounts do not form part of the main Church Accounts for 2019,  
but will do so from 1 January 2020

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Balance brought forward at 1 January	26	19
<b><u>INCOME</u></b>		
Donations & transfers from Church General Fund	0	0
Receipts from Sales of Coffee, Tea and Cakes etc.	<u>2,220</u>	<u>901</u>
<b>TOTAL INCOME</b>	<b><u>2,246</u></b>	<b><u>920</u></b>
<b><u>EXPENDITURE</u></b>		
Refreshments (Milk, Coffee, Tea, Squash, Cakes, Biscuits etc.)	353	69
Catering supplies (Coffee Filters, Table cloths, Serviettes, etc.)	65	0
Housekeeping items (Dishwasher consumables etc.)	16	0
<b>TOTAL EXPENDITURE</b>	<b><u>434</u></b>	<b><u>69</u></b>
<b>Surplus on Trading</b>	<b><u>1,812</u></b>	<b><u>851</u></b>
Transfers to Church General Fund as contribution to Overheads	<u>1,800</u>	<u>825</u>
Balance carried forward at 31 December	<b><u>12</u></b>	<b><u>26</u></b>



**Independent Examiners report to the Church Council of  
Single Congregation Local Ecumenical Partnership  
For the year ending 31 December 2019**

***Independent examiner's report to the Trustees of St Francis' Church, Valley Park***

I report to the trustees on my examination of the accounts of St Francis' Church, Valley Park for the year ended 31 December 2019, which are set out on pages 16 – 23.

***Responsibilities and basis of report***

As the charity trustees 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 Trustee's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('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 giving me cause to believe that in any material respect:

(1) accounting records were not kept in respect of the charity as required by section 130 of the Act;

or


(2) the accounts do not accord with those records;

or

(3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

**C J Goodhead FCA**  
Knight Goodhead Limited  
Chartered Accountants  
7 Bournemouth Road  
Chandler's Ford, Eastleigh  
Hampshire, SO53 3DA



**Dated:** 17 June 2020