

CHURCH OF THE HOLY SPIRIT SOUTHSEA
PAPERS FOR THE ANNUAL PAROCHIAL MEETING
SUNDAY 19th APRIL 2020.
FOLLOWING THE 10 A.M. MASS



Please read the reports carefully before the meeting. The reports will be taken as read at the meeting when there will be an opportunity to simply ask any questions of the author.

ANNUAL PAROCHIAL MEETING SUNDAY 19th APRIL 2020.

Agenda for vestry meeting

1. PRAYER
2. APOLOGIES
3. MINUTES OF 2019 APM VESTRY MEETING
4. ELECTION OF CHURCH WARDENS

Agenda for full APM meeting

1. MINUTES OF 2019 APM
2. MATTERS ARISING
3. ELECTION OF PCC MEMBERS
4. ELECTION OF DEANERY SYNOD REPRESENTATIVES
5. ELECTION OF SIDESPERSONS (printed list attached)
6. FINANCIAL REPORT (Printed accounts attached)
7. THE PLANNED GIVING SCHEME (printed report attached)
8. APPOINTMENT OF EXTERNAL FINANCIAL AUDITOR
9. PRESENTATION OF PRINTED REPORTS
 - Buildings, fabric and maintenance report
 - Holy Spirit Church – Worship/witness/work & fellowship
 - PCC report
 - Electoral Roll report and appointment of Electoral Role Officer.
 - Parish Web site report
 - Mothers Union report
 - Deanery Synod report
 - Charities report
 - Church centre Bookings report
 - Choir and Organ report
 - 200 club report
 - Safeguarding report
9. FATHER RUSSELL LAWSON
10. ONE MINUTE FROM THE FLOOR

CHURCH OF THE HOLY SPIRIT SOUTHSEA

ANNUAL PAROCIAL MEETING SUNDAY 7th APRIL 2019.

Minutes of the vestry Meeting

1. The meeting opened with prayer at 11.30 am.
2. Apologies:- Susan Chatband, Rosie and Oliver Kanavan, Alan and Joanne Blandford, Colin and Caroline Passey, Denise McCalleff, Ruth Dash, Emily Condley, Victoria Nichols, Jane Laithwaite, Harry & Anne Ginn, Pauline Kennedy and Jane McDonald.
3. Minutes of 2015 Vestry Meeting
These were agreed and signed as a correct record.
Proposed: Philip Drew Seconded: Joe Lovick All in favour.
4. Election of Church Wardens
Two nominations were received.
Mr Michael Bournier: Proposed by : Keith Day Seconded by: Robert Godsell
Mr Douglas Fenton: Proposed by: Michael Rendle Seconded by: Ruth Dash
Everyone being in favour these two were duly elected to the office of church wardens for the year 2019/2020.

The Vestry Meeting closed at 11.35 am

Minutes of the APM following the Vestry Meeting

1. The minutes of the APM held on Sunday 8th April 2018.
These were agreed as a correct record.
Proposed by: Michael Rendle Seconded by: Michael Bridgman
All in Favour. The minutes were signed as a correct record.
2. Matters arising.
There were no matters arising.
3. Election of PCC members
There were two vacancies and two nominations had been received
Robert Godsell Proposed by: Susan Kanavan Seconded by: Phillip Kanavan
Judith Condley Proposed by: Angela Etherington Seconded by: Christopher Condley
Everyone being in favour these two were duly appointed to serve as PCC members for the next 3 years.

4. Election of Sidespersons.

The current list of 12 sidepersons and 19 offertory persons was read to the meeting and all agreed to stand again for these offices.

Mr Colin Arnold and Mrs Maureen Silk also agreed to serve as sidepersons . Therefore the current list with the addition of these two was proposed by: Susan Kanavan and
Seconded by: Nigel Powell

All being in favour they were duly elected for the forth coming year.

5. Financial Report.

The treasurer, **Mr Bob Godsell** spoke to his previously distributed report (further copies being available at the meeting)

Bob was thanked for his comprehensive report and his hard work throughout the year.

6. Planned Giving Report

The planned giving officer **Mr Colin Passey** had tendered his apologies for the meeting but his report, which had been previously circulated was accepted and there were no questions. Colin was thanked for his work throughout the year.

7. Appointment of Independent Examiner

The meeting agreed that **Mrs Helena Cole** be appointed for the forth coming year.

Proposed by: **Bob Godsell**

Seconded by: Michael Bournier

All in Favour.

It was agreed that a letter of thanks be sent to Helena thanking her for agreeing to take on this role for a further year.

8. Presentation of Written Reports

- Buildings, Fabric and Maintenance
- Worship, witness, work and fellowship.
- PCC
- Electoral Role
- Parish Website
- Deanery Synod
- Charities
- Church Centre Bookings
- Choir and Organ
- 200 Club report
- Safeguarding

All these reports were included in the previously circulated APM booklets and further copies were available at the meeting.

Each report was individually referred to at the meeting with an invitation for questions and/or comments from the floor. At the presentation of each report the author was given thanks for their hard work in their individual area of expertise.

9. Father Russell's Report

Copy of Father Russell's report attached to these minutes.

Mr Doug Fenton thanked Father Russell for his kind words and proposed a huge vote of thanks to Father for all his work and for his care of us all at Holy Spirit Southsea.

10. One Minute from the Floor

Mrs Mo Silk thanked the people of Holy Spirit for the very warm welcome she and others have received and said how happy she was at becoming part of the Holy Spirit family.

The meeting closed at 12.04 pm

Following the meeting the PCC met briefly to confirm the date of the next PCC meeting – Monday 13th May following the 7pm Mass and it was proposed and agreed to co-opt **Mrs Susan Kanavan** to the roll of PCC secretary.

Proposed: Eileen Martin Seconded: Philip Drew All in Favour.

And

To appoint **Mr Robert Godsell** as Treasurer

Proposed: Jean Gudgeon Seconded: Judith Condley All in Favour

Holy Spirit, Southsea. Chairman's Report to the APCM. 7 April 2019

It was on the Fifth Sunday of Lent, today but last year, when I first officially visited this parish as your prospective parish priest pending the approval of your Bishops. It was snowing, hardly any of the PCC could make it, and this was the second attempt! It wasn't perhaps the greatest of starts. Is this meant to be? I asked myself. Perhaps some of you at the time thought the same. Maybe some of you still do. And yet here we are one year later and here I am presenting this Chairman's Report as your parish priest for the first time.

Clearly, I am not able to give as full a report as I might wish. I've only been here since August so my remarks today will be relatively concise but I hope not too vague. However, it would be remiss of me not to make mention the way in which parish life here was sustained by the churchwardens and officers and indeed by every member of the church, as well as numerous retired and visiting clergy during the vacancy - Fr. Paul, Fr. Ian, Fr. John and Bishop John Hind and Deacon Emma. In most parishes, everything pretty much stops. Not here. The church building continued to be maintained and beautified. The mass continued to be celebrated most days of the week and on Festivals. Trips and pilgrimages went ahead as planned and the usual round of fayres, table top sales and parties organised, supported and enjoyed. You kept on Giving, arranging the flowers, ironing the linen, and, above all, keeping up those high standards of liturgical and musical excellence this church is renowned for both in this city and much further afield. When I told some clergy friends of mine from London diocese I was coming here (then still a secret) at lunch after the Chrism Mass last year I didn't have to tell them where or what Holy Spirit, Southsea was. One or two even looked a bit jealous. So, well done, good people of Holy Spirit and, from my perspective, for also ensuring along with Bishop Norman, who lobbied the diocese very insistently, that this parish received, because at first it seemed unlikely, a full-time incumbent. Of course, there were set-backs and disappointments, delays and frustrations I'm sure but that's life and the Church of England for you. You kept the show on the road and did it, as you always have and I hope will continue to, with panache.

This spirit, and which Fr. Paul commended in his report to you last year, shines through the reports we have just noted and in recent weeks have had the opportunity to read, mark, learn and inwardly digest. It is Bishop Philip North who is frequently fond of saying that churches if they want to flourish and ultimately grow, need to have a lot going on. And that's certainly a characteristic of this parish. There is a lot going on. Services, sometimes two, almost every day, social events galore, fund-raising initiatives, pilgrimages,

concerts, as well as well-used facilities, positive links with the schools, and a good reputation, and much else besides. And to these we have added in the last 8 months, one or two other things. More are planned which, of course, brings me to the gaps. We do need to add to our programme an initiative for children and to be more deliberate in our outreach. Plans for Messy Church are coming on and a simple Mission Initiative, which does not involve knocking on doors or a rock band, is to be started slowly but deliberately, later this year. To fund both of these I will be applying for a grant from the diocese before the end of this month. Gavin hopes to do some work establishing a prayer/spirituality group, mindful as I am that if you don't ask not to be surprised if God doesn't give. Future years, because I think you're probably stuck with me until I retire, will I hope see us adding to these first steps. A curate may well be in the offing in 2021, and some work with older people, a lunch-club perhaps, may be something we can also explore. Filling those gaps. And if God is our helper, we will. For the present all you have to acknowledge is that we should and be willing to contribute in whatever way you can.

You never quite know what you're going to find when you start in a new parish. In my last I found the church needed a new roof and a new boiler. Also, some of the people could have done with a character transplant. It wasn't mentioned in the parish profile. I can't say that here I've had any similarly nasty surprises. You have been universally kind, positive and welcoming. I am particularly grateful for the investment you have made in the vicarage. Something that benefits me and, as is right, you too. Thank you. And thank you too, to Michael and Doug, who have served us well, sacrificially and with such good humour over the last year. I am delighted that they have been elected as our churchwardens to serve another. Where would we be without Sue Kanavan, Secretary to the PCC, interpreter of regulations, compiler of rotas and organiser in chief of the parish. Her willingness to be co-opted to the PCC after this meeting testimony to her commitment and dedication. And all of us, as I am, should be similarly grateful to Bob for encouraging us to be generous, and for ensuring our financial stability as Treasurer.

I can't tell you what a rare consolation it is for a priest to serve a church blessed with a decent choir, willing and able servers and probably the best ordered sacristy in the world outside the Vatican. Thank you, Philip and the choir, the servers, Anthony and Jean. And to all who by the giving of their time, their skills, and the gifts God has been good enough to give them, contribute to making this church what it was built to be, what it is meant to be and what it is.

Fr. Russell Lawson SSC - Parish Priest

Sidespersons/Offertory

Sadly Dennis Simms died and Harry Ginn and Bert Barker retired so this leaves nineteen people on the rota.

Sidesperson & Offertory

P. Barker

C. Blandford

E. Bullock

S. Chatband

A. Chitty

A. Ginn

J. Griffiths

J. Gudgeon

P. Kanavan

T. Kanavan

J. Lovick

A. Waters

Offertory

C. Passey

C. Passey

B. Porter

C. Porter

D. Simms

J. Thompson

N. Waters

J.E.G.

Parish of the Holy Spirit, Southsea. Registered charity no. 1185260
Financial Statements for the year ended 31 December 2019

	2019		2018	
	£	£	£	£
General (Unrestricted) Fund Receipts and Payments Account				
Receipts				
<i>Voluntary Receipts</i>				
<i>Regular Giving</i>				
Standing Orders	21,875.00		21,555.00	
Envelopes	13,869.70		13,976.60	
Collections and other giving	1,542.63		1,981.90	
Income tax recovered	<u>7,032.73</u>	44,320.06	<u>7,134.29</u>	44,647.79
<i>Other voluntary receipts</i>				
Donations	<u>1,417.73</u>	1,417.73	<u>2,440.17</u>	2,440.17
<i>Receipts from activities for generating funds</i>				
Rents	10,800.00		11,700.00	
Fundraising	<u>4,830.82</u>	15,630.82	<u>4,558.16</u>	16,258.16
<i>Receipts from church activities</i>				
Fees	768.00		1,187.00	
LPW Grant	<u>1,297.96</u>	<u>2,065.96</u>	<u>00.00</u>	<u>1,187.00</u>
Total Receipts		<u>63,434.57</u>		<u>64,553.12</u>
Payments				
<i>Church activities</i>				
Quota	32,295.00		32,003.00	
Insurance	3,125.57		3,584.13	
Utilities	10,575.33		11,407.33	
Buildings maintenance	4,389.88		12,160.94	
Printing and stationery	1,981.04		2,066.83	
Sacristy	1,454.65		1,186.06	
Church societies/subscriptions	953.02		505.01	
Church running expenses	3,397.79		3,014.34	
Social activities	267.42		412.61	
Advertising	152.00		606.72	
Donations	<u>160.00</u>		<u>44.00</u>	
Total Payments		<u>58,751.70</u>		<u>66,990.97</u>
Excess of receipts over payments		4,682.87		(2,457.85)
Bank current and deposit accounts at 1 January		14,689.84		17,147.69
Bank current and deposit accounts at 31 December		<u>19,372.71</u>		<u>14,689.84</u>

Organ (Restricted) Receipts and Payments Account

	2019 £	2018 £
<i>Receipts</i>		
Interest	3,065.09	3,037.70
Donations	491.65	397.70
Income tax recovered	58.00	52.00
Total Receipts	<u>3,614.74</u>	<u>3,487.40</u>
<i>Payments</i>		
Remunerations	3,060.00	3,120.00
Repairs and tuning	1,184.46	448.32
Running Expenses	383.73	373.80
Donation	30.00	0
Total Payments	<u>4,658.19</u>	<u>3,942.12</u>
Excess of payments over receipts	(1,043.45)	(454.72)
Bank current account at 1 January	13,153.49	13,608.21
Bank current account at 31 December	12,110.04	13,153.49

Appeal (Unrestricted) Receipts and Payments Account

	2019 £	2018 £
<i>Receipts</i>		
Legacies	1,500.00	12,291.44
Donations	2,408.87	2,422.50
Income Tax Recovered	509.00	1,306.00
Fundraising	520.00	00.00
Hall Rent	21,914.73	17,186.68
Total Receipts	<u>26,852.60</u>	<u>33,206.62</u>
<i>Payments</i>		
Maintenance	6,132.34	19,719.20
Memorial – A Young	00.00	450.00
Bench – J Patterson	888.00	00.00
Faculty	296.20	00.00
Processional cross	1,006.97	00.00
Total Payments	<u>8,323.51</u>	<u>20,169.20</u>
Excess of receipts over payments	18,529.09	13,037.42
Bank current account at 1 January	58,260.85	45,223.43
Bank current account at 31 December	76,789.94	58,260.85

Statement of Assets and Liabilities

	2019 £	2018 £
<i>Cash funds</i>		
Bank Current Account	19,372.71	14,689.84
Organ Account	12,110.04	13,153.49
Appeal Account	76,789.94	58,260.85
	<hr/>	<hr/>
	108,272.69	86,104.18

£19,372.71 unrestricted Current Account, £12,110.04 restricted Organ Account,
£76,789.94 unrestricted Appeal Account.

<i>Investment funds</i>		
CBF fixed interest	48,437.66	47,376.31
CBF investment units	38,319.03	32,280.85
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	86,756.69	79,657.16

NOTES

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the R & P basis.
2. As of 31 December 2019, monies held by the Diocesan Board of Finance stood at £981.64.
3. Through Charities of the Month and sponsored events the sum of £1,579.19 was raised for other charities.
4. The expenses paid to Clergy may include a small immaterial proportion, which relates to their function as PCC members. No other payments were made to PCC members.

Planned Giving Report for APM 2019

Year	2018	2019
Number of envelopes	29	22
Number of Standing Orders	27	28
Total number in Scheme	56	50

Year	2018	2019
Total received envelopes	£13,975.60	£13,346.70
Total received standing orders	£21,555.00	£21,875.00
Total	£35,530.60	£35,221.70

Average Weekly Giving Envelopes

Year	2018	2019
Envelopes	29	22
Total Weekly Average	£268.76	£256.67
Average per Person per Week	£9.27	£11.67

Average Weekly Giving Standing Orders

Year	2018	2019
Standing Orders	27	28
Total Weekly Average	£414.52	£420.67
Average per Person per Week	£15.35	£15.02

Thank you for giving – it's part of the building of the Kingdom of God!

The average weekly giving per person for standing orders has gone down by 33p and weekly giving for envelopes has increased by £2.40p.

Included in the above Planned Giving there have been others who have donated on a regular basis. A sum of £1751.10 has been generously donated over the year. This figure represents money received through the white Gift Aid envelopes in Sunday collections.

If anyone wants to be added to the stewardship scheme please speak to the Stewardship person.

Colin Passey

Buildings Report January 1st to December 31st 2019

During the past year much work has been carried out on Church Building, Hall complex, property owned by church.

Church Building

South East corner, Old Sanctuary

Much time and effort was spent repairing and relining the external box gutter. This required internal and external scaffolding.

Internally it also required the removal of lime mortar plaster then re-plastering and redecorating whole area.

Electrical Installations

We had our 5 yearly safety inspection in August 2019 and this brought to light a whole host of faults throughout the building which had to be addressed. After much effort and a full survey we put the work out to tender and we have now appointed MR Electrical to carry out a substantial rewire of the building.

Sound System

The sound system has been fully updated this has included the purchase of a new sound mixer. This work has been paid for by the 200 club.

Hall complex

Various works of regular maintenance took place including:-

Servicing of Heating / air conditioning systems.

Servicing and checking Fire Extinguishers to the whole building.

219 Fawcett Rd

Property has now been totally refurbished and let to Diocese on long term lease.

Michael Bournier (Churchwarden)

Churchwardens Parish Report January 2019 to December 2019

This year has been a period of development as we have got to know Fr Russell and he has got to know his new flock. We are profoundly grateful for the way that this relationship has developed and deepened over this last year. The fruits of this are self evident, thank you not only to FR Russell but also to the clergy team Fr Ian, Fr John, Fr Philip Jones and the many clergy who have journeyed with us this last year:

The Church of the Holy Spirit has, at its heart, a rich liturgical tradition and worship for which we are grateful. We must acknowledge the contributions made by our lay members from the choir to servers, intercessors, and those who have been prepared to lead our worship at evensong, indeed to all who contribute to our rich spiritual life.

The Spiritual life of The Holy Spirit finds its expression in our robust social life and we have a range of activities that include such events as :

- Table Top Sales
- Shrove Tuesday Beetle Drive
- Charity Coffee Mornings
- Skittle evenings
- Quiz evening with fish and chip supper
- Parish Party
- Various concerts
- Christmas Market
- The 200 club
- Musical soirées

There will always be prime movers in any organisation and we should rightly give thanks for the efforts of those who shoulder that responsibility - we do highly value their endeavours along with the host of individuals who contribute in what ever way they can.

We feel that this year it would be right to to acknowledge the contribution the Kanavan family has made to our flourishing social life Sue as always in the fore but ably aided in no small manner by Phillip ,Tina, Sean, together with Ollie and Rosie when there studies permit.

From the bottom of our hearts we thank you all.

In conclusion your Churchwardens would like to express their thanks and appreciation for all the support we have received , which made it possible for this congregation to enjoy such a wonderful sense of community and we face the future with confidence.

Mike Bourner
Doug Fenton
Churchwardens
28th March 2020

PAROCHIAL CHURCH COUNCIL Jan. 1st to Dec. 31st 2019

REPORT FOR THE ANNUAL PAROCHIAL MEETING 2020.

During the year January 1st 2019 to December 31st 2019 the PCC met on five occasions plus the Annual Parochial meeting.

At each meeting, apart from the short extraordinary meeting, these agenda items were always included:-

- Prayers at the beginning and end of each PCC meeting.
- The minutes and matters arising from the previous meeting.
- The Churchwardens' building report and any faculty applications and/or updates (report contained in this booklet)
- The treasurer's finance report. (report contained in this booklet)
- Fund raising and stewardship report.
- Correspondence received.
- Safeguarding update (report contained in this booklet)
- Report following Deanery Synod meetings (report contained in this booklet)
- A report from Fr Russell.
- Any ongoing matters or other items put forward on the agenda as necessary.
- Any Other previously notified matters.

In addition to the information contained in other specific reports the PCC dealt with the following matters at their PCC meetings:-

January 2019

Father Russell informed the PCC of a quiet day planned to take place during Lent 2019. It would begin with Mass at 12noon followed by a silent lunch and an afternoon of silences and addresses led by Father Tim Pike and ending with Benediction at 4 pm. This day would be open to other Deanery parishes.

He further informed the PCC that he was intending to introduce 'A Messy Church ' initiative later in the year and that he already had offers of help in this new venture.

He also spoke to the PCC asking for their support and prayers for a young man in the parish who was considering becoming an ordinand.

The list of people licenced to administer the chalice was up for renewal and the list was therefore reviewed. Father Russell agreed to submit to the Bishop, the names of those currently on the list plus the additional names of Christopher Condley and Lizzie Lammas.

Arrangements were outlined and put in place for the APM on Sunday 7th April 2019.

Under any other notified business it was agreed that the church bell be rung before services whenever it was suitable to do so.

It was agreed that an updated key list be drawn up and kept in the sacristy.

February 2019.

Sunday 3rd February A short extraordinary meeting of the PCC received and approved the accounts ready for them to go to the external examiner.

April 2019

The APM was held (minutes included in this report booklet)

May 2019

The new PCC members were welcomed and the following annual appointments were proposed and agreed.

Treasurer:- Mr Bob Godsell.

Secretary:- Mrs Sue Kanavan.

Standing committee:- Priest In Charge Father Russell Lawson, Churchwardens Doug Fenton and Michael Bournier, treasurer Bob Godsell and secretary Sue Kanavan. The standing committee would have the power to co-opt other PCC members as relevant to matter to be considered.

Election of other officers took place and the following people were duly elected:-

Vice Chair.-Michael Bournier.

Deanery Synod Reps: Sue Chatband and Ruth Dash.

Electoral Role Officer:- Joe Lovick,

Safeguarding Officers:- Angela Etherington and Ruth Dash.

A letter had been received regarding the commissioning service when Jane Laithwaite was to be commissioned as a street pastor.

It was agreed that a Halls committee be reconvened to discuss and review hiring rates and terms and conditions of use of the church centre.

Mr Bob Godsell explained why it had now become necessary for Holy Spirit Southsea to register formally with the Charities Commission. The meeting agreed unanimously that we go forward with the registration. Sean Kanavan was able to explain some of the complicated things needed to consider and the PCC were very grateful that Sue Chatband agreed to take this matter on, on behalf of the PCC.

September 2019.

The PCC had received the minutes of the halls committee meeting and Father Russell had prepared two different church centre agreements one for occasional one off bookings, and one for regular users. These were distributed for discussion. After some small amendments it was agreed that they should be a requirement for all future church centre bookings and introduced to current users in as sensitive way as they deemed appropriate by Maggi assisted by Doug. It was also agreed that a re-evaluation of what is currently being stored in the building be carried out with a view to making sure that what is now in the church centre agreement document regarding storage was more closely adhered to.

Mrs Sue Kanavan reported on the standing committee extraordinary meeting which had been called to urgently approve expenditure. This expenditure was required to enable the work to continue regarding securing the possibility of both a new heating system and replacement organ for the church.

She explained that two full surveys were necessary before we can seek any form of grant for both the organ and the heating system. (Because of the historic significance of the organ we have been offered it would appear likely that grants would be available from certain places which would include significant funding for a suitable heating system. Whereas a grant purely for a new heating system would be very difficult if not impossible to source.) The standing committee had therefore agreed that the surveys be undertaken asap.

Mrs Sue Chatband updated the PCC on the Charity Commission registration and she was thanked for her considerable hard work in this task.

November 2019

The PCC were informed that our application for charitable status had been successful and that our charity number, which should now be recorded on all our official documents is 1185260. PCC members were reminded that they are now trustees and Sue K outlined the main areas of trustees responsibilities with particular emphasis given to the area of safeguarding.

Father Russell reminded the PCC of the Catholic Mission Conference to be held at Holy Spirit on 16th November. PCC members were told they could book to attend using the contact form on the Diocesan website.

Susan Kanavan – Parochial Church Council Secretary

Electoral Roll Report – year ending 31st December 2019

Since the last report one name has been added to the electoral roll, with two taken off.

Therefore the total number on the electoral roll as at 31st December 2019 was 109.

The Electoral Roll has now been revised and the number for this year, at the present time stands at

Thank you

Joe Lovick (Electoral Roll Officer)

WEBSITE REPORT – year ending 31st December 2019

I am happy to report that at the close of 2019 our website had received 682,000 pages viewed, an average of over 1,870 a day; up 221,600 from 460,000 /1260 a day in 2018.

New items you may not be aware of on our website are:

Safeguarding Policy

Link tour Facebook page

Our registered Charity

If you would like to add any item, story, or your photos to our website, please send them to me at: holyspiritwebmaster@hotmail.com

Mike Bridgman (Webmaster)

MOTHERS UNION REPORT – year ending 31st December 2019

The Mothers Union continues to have a branch here at the Church of the Holy Spirit. We do not meet as a group on a regular basis at the moment but are fully paid up members who receive information through the mailing services provided for indoor members of the MU.

We continue to use the MU prayer both privately and in corporate church services including at the funeral service of Muriel Dydimus, a lifetime member of the Holy Spirit branch of the MU. The majority of our members attend the 10 am Friday Mass and we hope in the near future to meet again as a group for an afternoon of guided, quiet reflection followed by a tea.

Molly Morris (MU member)

Deanery Synod Report 2019

The representatives from Holy Spirit to the Deanery Synod are Ruth Dash and Sue Chatband

The Deanery Synod met on 12th February and 17th September 2019

The following is a short summary of the main items discussed by the Synod in 2019 – full details of minutes, finances can be obtained from Sue and Ruth.

Strategic Development Fund – update on progress. There were three parts to the update – the first bid from 2016, phase one of bid two. The first bid was for pioneer projects. The second bid happened last year, and the first half was received in December for three new projects.

- St Margaret's/St Jude's
- St Luke's Church
- Harbour Church/St Alban's/St George's

The Ho Diocese - £25,000 was given to Bishop Matthias to purchase a new and much needed car for use around the Diocese. There have been discussions on how to grow the bond between Ho and the Diocese, not just us sending them over money. Equally, what can Ho do for Portsmouth in return?

Youth Chaplaincy - The project currently has ten volunteers. Youth Chaplaincy continues to be blessed by the time, talent & diversity that our volunteers bring to the project. It operates in Highbury College, Portsmouth College, Charter Academy and Mayville School.

1. **Older Person's Chaplaincy & the Development of Anna Chaplaincies**

Anna Chaplaincy has its history in Alton, where it was designed as a response need to the local community's ageing population, homing in on three key areas:

- Spiritual needs
- Material needs
- Combating loneliness amongst the old and/or

vulnerable.

Bob proposed the approach of drawing together those involved in ministry for older people, sharing their experience and expertise, and using the funding which had previously been allocated to Older Person's post to instead fund a new network co-ordinator.

Update on Deanery Finances - Between the three funds, (General Deanery, Ho, and Youth chaplaincy), there has been an overall growth of £18K.

The British Red Cross, Cities of Sanctuary – Are based next to All Saints Church, they operate a drop in centre on a Monday and have a scheme with Friends Without Borders. Current best estimates are that there are 200 people who have sought political asylum here, who are being housed in Home office accommodation. However given the nature of migrancy and immigration, the number of undocumented migrants are probably significantly higher. Two years ago Portsmouth joined the growing list of Cities of Sanctuary, there are now over 100 in the UK and Republic of Ireland.

Charities

At the end of 2018 thirteen charities were chosen for the next year. Those we support every year were, the Bishop's Lent Appeal, Christian Aid, the Rowans (which alternates with Naomi House), A.C.S, Vouchers for the Homeless and the Children's Society. The other five were four that we had supported in the past and Medecins Sans Frontieres.

There were two charities in December as donations from the Prayer tree went to the Children's society and money in the envelopes went to Embrace the Middle East. There were two donations for the Dicese of Ho, the money from the Strawberry Tea and the envelope donations.

Information is put on the Charity notice board each month and also the letters of thanks which we receive.

To help boost the donations a charity coffee morning and raffle is held after the 10am mass on the last Friday of the month. A slice of home made cake and a coffee or tea is only £1 (bargain!) so come and join us.

Jan.	Medecine san Frontier	£107.30	July	Help 4 Special Children	£95.45
Feb.	The Rowans	£88 .00	Aug.	A.C.S	£106
Mar.	Bishop's Lent App.	£155 .00	Sep.	MacMillan	£132
Apr.	M.U. Away from it All	£59.50	Oct.	St. Barnabas	£91.45
May	Christian Aid	£210.25	Nov.	Vouchers	
June	Diocese of Ho	£200.00	Dec.	Embrace the Middle East	£69
		£84 (envelopes)		Children's Society	£77.24

J. E. G

HALL BOOKING OFFICER'S REPORT

2019 saw classes start and finish, as is the norm. We lost Baby Sensory to the Havelock Centre which has storage space available but we acquired a new class for toddlers, Adventure Babies.

We host two different ballet classes which seem to be very successful and which bring in a healthy income. We have also had a boom year for parties in 2019. There were 11 children's parties and one wedding dance practice spread out over the year at weekends, and which are lucrative because we charge £22.50 per hour for the Lewis Room and £30 if the Beloe Room is also hired.

It is good for our church to welcome these diverse groups of people into our church hall and it also provides us with a very useful source of income.

Choir and Music Report for APM 2020 - covering Calendar Year 2019

Holy Spirit church maintains a strong liturgical and musical tradition. I am very grateful to all our stalwart and loyal choir members without whom the musical part of this could not be sustained. I am also very grateful to those singers from other churches who augment our choir for Solemn Evensongs and other special occasions and to the organists who deputize in my absence and /or accompany the choir enabling me to conduct especially Anthony Groves, Dacia Rendle and Philip Bailey.

As well as singing each Sunday Mass, the choir rehearses nearly every Wednesday, sings Solemn Choral evensongs on the first Sunday (or a major festival) in 8 or 9 months of the year together with the Advent Procession and Christmass Carols by Candlelight and sings for all the major services of the Easter Triduum and Solemn masses for feasts that fall on weekdays such as Candlemass, Ash Wednesday, the Ascension, Corpus Christi, All Saints, All Souls and the feast days after Christmass.

During 2019, the choir also sang in two concerts in Holy Spirit. On 19th October we had a Four Choirs' Concert with Holy Spirit, St. Mark's and St. Mary's Church choirs together with my Chamber Choir, Wyndcliffe Voices. At this concert, an anthem that I had written for Sue Kanavan was given its first performance. On December 11th, our choir with some friends from other choirs joined in a concert with the HMS Nelson Volunteer Band which raised money both for the RN and RM Charity and our church. Back in February, Ruth and I took part in a special Candlemass Service at our Cathedral.

During the year Judith Condley has joined us. She is a very welcome addition to the soprano line. Illness, holidays etc mean that not all the choir members are able to sing at every service so, as there is safety in numbers, we would still welcome additional members.

It has become an excellent tradition that members of other church choirs join us for Solemn Evensongs and other special occasions when they do not have services of their own. The choirs usually represented are St. Mark's (where I was a chorister in my youth), St Thomas's Cathedral Consort, Boxgrove Priory and St. Botolph Worthing (where Martin Didymus, formerly of this parish, regularly sings). Occasionally, friends from St. Mary's Portsea and Holy Trinity Fareham also join us.

I have written before that Holy Spirit is unusual in that it maintains an Anglican choral tradition within a fully Catholic liturgical framework. An example of this is our Solemn Choral Evensongs which follow the BCP words and order with Anglican Cathedral music but followed with Solemn Benediction. On Sundays we rotate through five congregational settings of the 'ordinary of the mass'. That is the Kyrie, Gloria, Sanctus, Benedictus and Agnus Dei. All of which were written in the last 30 years. In most months the 3rd or 4th Sunday will have a mediaeval plainsong setting. We thus use music ranging from the 10th to the 21st centuries. On some Sundays which are important Feasts such as Christ the King and Dedication, and at all weekday sung masses, we sing a special choral setting of some or all parts of the ordinary. We usually sing a choir motet or anthem during communion. During Advent and Lent, the penitential nature of those seasons is marked by having no pre-service voluntaries and by singing much unaccompanied plainsong both for the ordinary and the psalm. The organ voluntary before the service is then replaced with a choir piece.

All the music: hymns, settings, choir items and organ voluntaries, are chosen to reflect the readings and theme in each service as far as possible.

The music lists continue to be published on the website. Thank you to Mike Bridgman, our webmaster, for putting these on. Printed lists are also displayed in the Meet and Greet area and in the Sacristy. I have recently taken to including the final organ voluntaries on these lists. The organ music is part of the service and I hope you will take note of what is being played and perhaps (as many already do) listen to it.

Philip G. Drew

23rd February 2020

200 CLUB REPORT – 2018 – 2019

In the report given last year it was reported that the number of membership shares sold amounted to 263 (@ £12.00 each) since when the level has risen to 297.

However recent trends seem to indicate that there will be a drop in our membership total for the future year 2019/2020 owing to the following:-

- a) A lack of new and/or younger folk
- b) A loss for various reasons of some of our elderly members.

On a brighter note the income figures that cover the current report reached £3564.00 ie., 297 shares sold at £12.00 each. Split as to £1782.00 for Church funds and £1782.00 to cover the monthly draw prizes.

Monthly Draw.

The dates for the monthly draw are the First Sunday in every month and the amounts are also set out as :-

October, November, January, February; April, May; July, August (8 months)

1st £35.00. 2nd £20.00 3rd £15.00 and 4th £10.00

December, March, June, September (4 months)

1st £150.00, 2nd £100.00, 3rd £50.00, 4th £30.00 5th £15.00

Purchases made on behalf of the Church (paid or committed since 2014.) are:-

Radio mics; Gardening; New tables for the Hall; Washing machine for kitchen; Crockery; Kitchen cupboards; Repair of silverware & Gospel book; Coffee pots; Electric iron; Box for Memorial book; Contingency fund for Royal Personage; Microphone system; Flower fund; and kitchen repairs. Approximate total £6000.00)

There are a number of additional projects in the pipeline awaiting approval or consideration.

At present the Prize fund reverts to NIL at the end of every year whilst the funds collected for the Church is a rolling amount and any funds not spent are carried forward for use when required. The balance of funds held at present is £4990.00.

Once again I wish to thank all members for their continued generosity which allows this important project to remain alive and flourishing. At the same time I thank my assistant Eve Benford for her timely support.

Finally, the original target of establishing a "100" Club in 2014 has been exceeded. However I do feel that for the reasons contained within my opening paragraph we must not be disappointed should we see a period of non-growth, perhaps even a slight reversal in the next year or so as we need to be realistic !

Brian Porter (Co-ordinator)

Parish Safeguarding Report

Jan – Dec 2019

The Parish Safeguarding statement was reviewed and agreed by the PCC in May 2019.

An addition was made to the Hall booking forms asking about hall user's own Safeguarding procedures and offering them to adopt our existing statement if required.

DBS checks were reviewed and renewed where needed for key members of the Parish community working with vulnerable groups.

The Diocese adopted a new DBS checking process based solely online. I registered with this service as key DBS verifier and it has now been used with several people in the parish to undertake DBS checks. This process is much quicker than original paper checks and issues around people without access to computers or IT skills were addressed by me undertaking checks on a one to one basis using my own computer.

The idea of a Messy Church event for children was agreed by the PCC and the DBS checking process for children's volunteer workers was started. By the end of the year 5 people had current checks completed with 2 still to be finalised in early January.

I attended PCC meetings where possible and Safeguarding remains a standing item on the agenda for each meeting.

Angela Etherington and Ruth Dash

Parish of the Holy Spirit, Southsea. Registered charity no. 1185260
Financial Statements for the year ended 31 December 2019

	2019		2018	
	£	£	£	£
General (Unrestricted) Fund Receipts and Payments Account				
Receipts				
<i>Voluntary Receipts</i>				
<i>Regular Giving</i>				
Standing Orders	21,875.00		21,555.00	
Envelopes	13,869.70		13,976.60	
Collections and other giving	1,542.63		1,981.90	
Income tax recovered	<u>7,032.73</u>	44,320.06	<u>7,134.29</u>	44,647.79
<i>Other voluntary receipts</i>				
Donations	<u>1,417.73</u>	1,417.73	<u>2,440.17</u>	2,440.17
<i>Receipts from activities for generating funds</i>				
Rents	10,800.00		11,700.00	
Fundraising	<u>4,830.82</u>	15,630.82	<u>4,558.16</u>	16,258.16
<i>Receipts from church activities</i>				
Fees	768.00		1,187.00	
LPW Grant	<u>1,297.96</u>	<u>2,065.96</u>	<u>00.00</u>	<u>1,187.00</u>
Total Receipts		<u>63,434.57</u>		<u>64,553.12</u>
Payments				
<i>Church activities</i>				
Quota	32,295.00		32,003.00	
Insurance	3,125.57		3,584.13	
Utilities	10,575.33		11,407.33	
Buildings maintenance	4,389.88		12,160.94	
Printing and stationery	1,981.04		2,066.83	
Sacristy	1,454.65		1,186.06	
Church societies/subscriptions	953.02		505.01	
Church running expenses	3,397.79		3,014.34	
Social activities	267.42		412.61	
Advertising	152.00		606.72	
Donations	<u>160.00</u>		<u>44.00</u>	
Total Payments		<u>58,751.70</u>		<u>66,990.97</u>
Excess of receipts over payments		4,682.87		(2,457.85)
Bank current and deposit accounts at 1 January		14,689.84		17,147.69
Bank current and deposit accounts at 31 December		<u>19,372.71</u>		<u>14,689.84</u>

Organ (Restricted) Receipts and Payments Account

	2019 £	2018 £
<i>Receipts</i>		
Interest	3,065.09	3,037.70
Donations	491.65	397.70
Income tax recovered	58.00	52.00
Total Receipts	<u>3,614.74</u>	<u>3,487.40</u>
<i>Payments</i>		
Remunerations	3,060.00	3,120.00
Repairs and tuning	1,184.46	448.32
Running Expenses	383.73	373.80
Donation	30.00	0
Total Payments	<u>4,658.19</u>	<u>3,942.12</u>
Excess of payments over receipts	(1,043.45)	(454.72)
Bank current account at 1 January	13,153.49	13,608.21
Bank current account at 31 December	12,110.04	13,153.49

Appeal (Unrestricted) Receipts and Payments Account

	2019 £	2018 £
<i>Receipts</i>		
Legacies	1,500.00	12,291.44
Donations	2,408.87	2,422.50
Income Tax Recovered	509.00	1,306.00
Fundraising	520.00	00.00
Hall Rent	<u>21,914.73</u>	<u>17,186.68</u>
Total Receipts	<u>26,852.60</u>	<u>33,206.62</u>
<i>Payments</i>		
Maintenance	6,132.34	19,719.20
Memorial – A Young	00.00	450.00
Bench – J Patterson	888.00	00.00
Faculty	296.20	00.00
Processional cross	1,006.97	00.00
Total Payments	<u>8,323.51</u>	<u>20,169.20</u>
Excess of receipts over payments	18,529.09	13,037.42
Bank current account at 1 January	58,260.85	45,223.43
Bank current account at 31 December	76,789.94	58,260.85

Statement of Assets and Liabilities

	2019 £	2018 £
<i>Cash funds</i>		
Bank Current Account	19,372.71	14,689.84
Organ Account	12,110.04	13,153.49
Appeal Account	76,789.94	58,260.85
	<hr/>	<hr/>
	108,272.69	<u>86,104.18</u>
£19,372.71 unrestricted Current Account, £12,110.04 restricted Organ Account, £76,789.94 unrestricted Appeal Account.		
<i>Investment funds</i>		
CBF fixed interest	48,437.66	47,376.31
CBF investment units	38,319.03	32,280.85
	<hr/>	<hr/>
	<u>86,756.69</u>	<u>79,657.16</u>

NOTES

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the R & P basis.
2. As of 31 December 2019, monies held by the Diocesan Board of Finance stood at £981.64.
3. Through Charities of the Month and sponsored events the sum of £1,579.19 was raised for other charities.
4. The expenses paid to Clergy may include a small immaterial proportion, which relates to their function as PCC members. No other payments were made to PCC members.

Approved by the PCC on 9th February 2020 and signed on their behalf by Fr Russell Lawson (PCC Chairman) and Robert Godsell (PCC Treasurer)

Russell Lawson

Robert Godsell

Independent Examiners Report to the PCC, Holy Spirit, Southsea

This report on the account of the PCC for the year ended 31st December 2019, which are set out on pages 1 to 3, is in respect of an examination carried out under Regulation 3 (3) of the Church Accounting Regulation 1997 and Section 43 of the Charities Act 1993.

Respective Responsibilities of Trustees and Examiner

As the members of the PCC, you are responsible for the preparation of the account, you consider that the audit requirement of Regulation 3 (30) of the Church Account Regulations 1997 and Section 43 (2) of the Charities Act 1993 (the Act) do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25 of the Church Account Regulations 1997 and Regulations 1995.

Basis of Independent Examiners Report

My examination was carried out in accordance with the general directions given by the Charity Commission under Section 43 (7)(b) of the Act and to be found in the guidance from CBF. That examination includes a review of the accounting records kept by the PCC and a comparison 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 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 Examiners 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 1993 Charities Act, to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met, or to which in my opinion attention should be drawn in order to enable proper understanding of the accounts to be reached.

(Signed)



Helena Cole

Parish of the Holy Spirit, Southsea. Registered charity no. 1185260
Financial Statements for the year ended 31 December 2019

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Russell Lawson

Robert Godsell

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(Signed)



Helena Cole