

St Saviour's Church Westcliff on Sea
Charity number 1132331: Trustees Annual Report Year ending 31st December 2016

Aim and Purpose

St Saviour's Parochial Church Council (the PCC) has the responsibility for co-operating with the incumbent, the Reverend Lee Mullen, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical and also has responsibility for the maintenance of the church building and the church hall of St Saviour's Kings Road, Westcliff on Sea

Objectives and Activities

The PCC is committed to encouraging as many people as possible to become part of the worshipping community and to participate in the many activities which the church organises and promotes. The PCC is fully involved in the planning of these activities and also gives consideration and makes suggestions to the planning of worship throughout the year. When planning the activities the incumbent and the PCC take into consideration the Commissions guidance on public benefit and the promotion of religion within our community, through prayer and teaching.

Achievements and performance

Worship and Prayer

We continue to offer a wide range of services from traditional BCP to the more modern Common Worship services. The separate service booklets for each of the church seasons make these easy to follow. For more informal worship the services can shown on a screen and where applicable it is also possible to include video clips. This is particularly useful where the service is focusing on a particular area or a charity such as Samaritan's Purse. On the 4th Sunday of each month we hold a 'breakfast service' in the church hall. This is a more informal service at which food is served. This continues to be popular and is attracting families, with young children, who feel more comfortable than in a more structured service in church. During Lent and the Summer holiday period we also host some services for the wider Chalkwell group of Churches

The death of our assistant minister, the Revd Carol Palmer in January 2017 has had a major effect on the functioning of the church during the past year and for a number of months following her passing, the whole church family was in a state of shock and disbelief. She was involved in so many areas of the church life. Her loss has been, and is still being, greatly felt by all within the church. Her organisational as well as her pastoral role within the church have been sadly missed. She was passionate about the environment and was instrumental in setting up the 'eco team' at the church. Some of the initiatives which she established, such as the recycling point in the church, are still being maintained but sadly a lot of the planning work which she was doing has, for the time being, stopped. In her memory, part of the garden area around the church is being turned into a wildlife friendly area and a 'bug hotel' is being planned.

The electoral roll for 2017 stood at 94 of whom 46 are resident within the parish and 48 outside. The average attendance each week during the year over all the services is around 60 although the figures vary from week to week. The number of weddings during the year decreased slightly although the number of baptisms has continued to grow.

We have two representatives on the Deanery synod who provide the PCC with a link between the parish and the wider area, reporting on matters such as the implementation of the Diocesan wide discussion 'Transforming Presence' as well as more local issues. The Deanery Synod also allocates the annual parish share payable to the diocese. St Saviour's also participates in the Chalkwell Group of Churches and hosts joint services during Lent and also during the summer holiday season. Our Vicar and lay reader also attend the Southend Deanery Chapter when possible. The good relationship with Crowstone St Georges URC continues and some services and other joint projects are shared with them. We are also slowly building our relationship with the two other Anglican churches in the area, St Michael's and St Andrew's.

The Church Buildings

The Church

2017 was the year of our latest Quinquennial inspection and it was pleasing to hear the inspector say that it was 'nice to see a church which was being cared for and where a programme of maintenance was being carried out. There were three areas identified which needed attention and these have already been remedied. The other areas which the Quinquennial advised should be investigated during the period before the next inspection are being worked on and the PCC has continued its programme of refurbishment and repairs. In the past year this has included further re-pointing of the coping stones on the roof together with repairs to other areas of the roof, cleaning of gutters and repairs to down pipes and repairs to lead flashings. The gully beneath the South Aisle will in due course be repaired in the same way as the one under the North Isle which was dug up and infilled, new concrete laid on top and overlaid with new parquet blocks. The church continues to be popular as a venue for musical events and restoration of the organ has continued.

The PCC have agreed to install a new disabled accessible toilet and a small kitchen and refreshment preparation area at the west end of the church. Plans have been drawn up and the Diocesan Advisory Committee have been contacted and have expressed support for the project. Plans have now been drawn up and an estimate for the cost of the project has been obtained and the PCC have given their blessing. We now have to prepare a specification for the work and go out to tender. There are also thoughts about installing a new heating system in the church and following extensive research a possible system has been identified and we are now progressing this possibility.

Church Hall

Following the refurbishment of the kitchen, and the cleaning and re-surfacing of the hall floor the hall is becoming more widely used by various groups although only 'mums and tots' on a Tuesday morning is a weekly activity run by the church, 'messy church' sessions are now held during school holiday periods and are proving to be increasingly popular with increasing numbers attending and the frequency of these has been increased over the past year.

We now have regular bookings for most days/evenings of the week and they make an important contribution to the income of St Saviour's. Hire rates have been increased but the cost is still below that of other halls in the area and bookings have increased. Special rates are offered to charities who wish to use the hall for their events.

Pastoral Care

Westcliff has a large number of care homes housing a large and aging population many of whom have been members of the congregation in the past but who are now unable to attend church. To cater for their spiritual needs, services are regularly held in a number of the homes. In those places where services are not possible, communion is offered to any individual who wishes to take it. In addition to the vicar and the readers there are a number of lay members of the congregation who are licenced to administer the sacraments. In the week prior to Christmas, in conjunction with our neighbouring URC church, carol services are held in a number of the homes. In past years Revd Carol led the worship at a number of the homes in past years was, but following her passing other members of the church stepped in to lead the worship.

Ecumenical Relationships

St Saviour's is an active member of Chalkwell Group of Churches and participates in joint services during Lent and Advent as well as in the walk of Witness and open air service held on Good Friday. Crowstone URC has within this year merged with Westcliff URC and decided that they would hold their own Christmas carol service but it is hoped that this will once again become a joint service with St Saviour's.

Charitable giving

We continue to give financial support to various organisations, notably Christian Aid, the Childrens Society and the Essex Clergy Charitable Fund. We also continue to support the Kisezi Mission in Uganda and have made donations to a number of appeals during the past year. The PCC is currently reviewing the charities supported with a view to widening the scope of the giving.

Financial review

The year ended with an excess of income over expenditure of £745.00. Income was boosted by a legacy from Revd Carol and by an increase in the value of the church's investments. . Planned giving showed a small increase but the weekly plate collections declined. Income from the letting of the church hall has increased and it is forecast will continue to increase in the coming year. However the plans for the installation of the new toilet and kitchen and or improved heating and lighting will involve a high level of expenditure and although the church does have a reasonable balance sheet we will be actively seeking grants and donations once the project goes ahead.

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Statement of Financial Activities

For the period from 01 January 2017 to 31 December 2017

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Incoming resources					
Incoming resources from generated funds					
Voluntary income	66,190	—	—	66,190	63,497
Activities for generating funds	22,935	—	—	22,935	22,745
Investment income	13,829	—	—	13,829	14,350
Incoming resources from charitable activities	3,706	—	—	3,706	5,792
Other incoming resources	—	—	—	—	—
Total incoming resources	106,661	—	—	106,661	106,386
Resources used					
Cost of generating funds					
Cost of generating voluntary income	—	—	—	—	—
Charitable activities	101,376	—	—	101,376	92,071
Governance costs	—	—	—	—	—
Other resources used	4,540	—	—	4,540	3,341
Total resources used	105,916	—	—	105,916	95,412
Net incoming / outgoing resources before transfer	745	—	—	745	10,973
Transfers					
Gross transfers between funds - in	10,000	—	—	10,000	900
Gross transfers between funds - out	(10,000)	—	—	(10,000)	(900)
Net incoming / outgoing before other gains / losses	745	—	—	745	10,973
Other recognised gains / losses					
Gains / losses on investment assets	—	—	—	—	—
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
Net movement in funds	745	—	—	745	10,973
Reconciliation of funds					
Total funds brought forward	251,092	55,615	—	306,707	295,733
Total funds carried forward	251,837	55,615	—	307,453	306,707

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

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Balance Sheet detailed

		As at 31/12/2017	As at 31/12/2016
Fixed assets			
	6430: Fixed assets	2,496.25	2,496.25
	Total Fixed assets	2,496.25	2,496.25
Current assets			
	6500: Debtors	21,020.32	20,396.72
	6505: AFL Investment	72,496.04	66,493.61
	6507: CBF Diocese	87,446.76	87,201.39
	6510: M Rose	—	—
	6514: CAF Cash Account	38,004.27	49,499.48
	6515: CAF Gold Account	62.61	62.58
	6518: Lloyds TSB Bus Extra	15,114.26	2,931.49
	6519: Lloyds TSB Inst Access	3,640.45	3,638.65
	6525: CCLA (CBF) Dev 001D	32,929.89	32,837.50
	6526: CCLA (CBF) Gen 002D	66,049.63	65,864.30
	6530: National Savings	12,363.66	12,045.45
	6590: Cash in hand	390.00	390.00
	Total Current assets	349,517.89	341,361.17
Liabilities			
	6625: Accruals	—	—
	6630: PCC Giving	—	—
	6699: Agency collections	189.38	189.38
	Z04: Accounts Payable	44,371.62	36,960.17
	Total Liabilities	44,561.00	37,149.55
	Net Asset surplus (deficit)	307,453.14	306,707.87
Reserves			
	Excess / (deficit) to date	745.27	—
	Z01: Starting balances	306,707.87	306,707.87
	Total Reserves	307,453.14	306,707.87

Represented by Funds		
Unrestricted	106,537.73	115,792.46
Designated	145,300.20	135,300.20
Restricted	55,615.21	55,615.21
Endowment	—	—
Total	307,453.14	306,707.87

Independent Examiner's Report

To the Parochial church Council of St Saviour's Church

Westcliff-on-Sea

This report on the financial statements of St Saviour's PCC, Westcliff for the year ended 31st December 2017, which are set out in the attached Notes to the Accounts, Statement of Financial Activities and Balance Sheet, is in respect of an examination carried out in accordance with section 145 of the Charities Act 2011 ("the Act").

Respective responsibilities of the Trustees and the examiner

As Trustees of the Charity you are responsible for the preparation of the financial statements, you consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Act
- Follow procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the Act; and
- State whether particular matters have come to my attention.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the financial statements 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 no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

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

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Danny McCartney

Date.....16/4/18

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