

ST STEPHEN'S CHURCH, SOUNDWELL, BRISTOL
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31 DECEMBER 2018

Legal and Administrative Information

St Stephen's Church, Soundwell, Bristol, is part of the Diocese of Bristol within the Church of England. We have charitable status under the Charities Act, registered No. 131503. PCC members are trustees of that charity by virtue of their membership.

Church Address

St Stephen's Church
Church Road
Soundwell
Bristol
BS16 4RH

Chair of PCC

Rev. Lisa Wigmore
52 Gladstone Street
Staple Hill
Bristol
BS16 4RF

Churchwarden

Mrs Sandra Rosser
18 Kendall Road
Staple Hill
Bristol
BS16 4NB

Bankers

Lloyds Bank
Staple Hill
Bristol
BS16 5HH

Independent Examiner

Mr Leslie Willcox
29 Neville Road
Kingswood
Bristol
BS15 1XX

Churchwarden

Mrs Gill Mayo
122 Burley Grove
Downend
Bristol
BS16 5QG

PCC members who have served from 1 January 2018 until the date of this report are:

Priest-in-Charge:	Rev Lisa Wigmore	Chair	Ex Officio
Clergy	Rev Sandy Cooper		Ex Officio
Lay Ministers:	Mr Peter Robbins	Safeguarding Officer	Ex Officio
Wardens:	Ms Sandra Rosser	Vice Chair	Elected 2018
	Mrs Gill Mayo	Vice Chair	Elected 2018
Representatives on	Mr Bill Bishop		Elected 2018
The Deanery Synod	Mr Bill Brookshaw		Elected 2018
(3 Year term)			
Elected Members	Mrs Lin Cooper		Elected 2017
	Mrs Bron Kucharski		Elected 2018
	Mrs Trish Phipps		Elected 2018
	Mr Geoff Harris		Elected 2016
	Mrs Nicola Read		Elected 2016
	Mr Ted Milkins		Elected 2016
	Mrs Sue Clements		Elected 2016
	Mrs Sue Humphrey		Elected 2016
	Mrs Lorraine Sanderson	Treasurer	Elected 2016
	Mrs Carolyn Smith		Elected 2017
	Mrs Carolyn Hawkins	Secretary	Elected 2018
	Mrs Julia Merrifield	ER Officer	Elected 2018

Structure, Governance and Management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The person to whom day-to-day management is delegated is the Priest-in-Charge, Rev Lisa Wigmore. The PCC adopts the appropriate training procedures for the wide range of matters affecting the parish, specifically Safeguarding. The PCC has access to training courses arranged by the diocese and deanery.

There are several committees and groups which report to the PCC. Some committees meet on a regular basis whilst others on an ad-hoc basis. All major initiatives, events, proposals and requests are reported to the PCC when it meets every other month. The PCC agenda will always include provision for reports from the following committees:

Ministry Team	Finance	Admin Team
Sacristy Team	Safeguarding Team	Prayer Teams
Choir	Friday Night Live Team	Outburst Youth Group
See & Know	Dad & Me	Knit & Natter
Ladies Group	Men's Group	Pensioners Group
House Groups	Café Central Team	Marriage Prep
Baptism Prep	Bereavement Team	Pastoral Care Teams
Flower Persons	Cleaning Guild	Welcomers & Sides People

The major risks to which the PCC is exposed, as identified by the PCC members, have been reviewed and systems or procedures have been established to manage such risks.

The PCC considers that it has, to the best of its knowledge, taken all reasonable steps to comply with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016. It confirms that there have been no incidents since the previous APCM.

An annual budget is prepared to ensure short term viability. Actual results compared with budget are reported regularly to the PCC. The PCC has approved internal controls for annual accounts, cash and cheques handling. All assets are insured and levels reviewed annually and approved by the PCC.

The PCC has met seven times since the last APCM.

Objectives and Aims – our reason for being!

The PCC of St Stephen's, Soundwell, has the responsibility of cooperating with the Priest-in-Charge, Rev Lisa Wigmore, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical – in short, focusing on what Jesus wants us to do. It also has maintenance responsibilities for the Church and the Church Hall.

The PCC, in line with Diocesan objectives, continued with a number of specific aims for 2018; connecting with God; connecting with each other; and connecting with the community in order that we will be a 'Beacon of Light & Hope to the community'. In addition, the PCC strives to fulfil our financial and physical responsibilities, both within the Church and to the Diocese.

Activities and Achievements – review of the year.

Electoral Roll

The electoral Roll is now 115 people, down from 118.

7 names have been removed (6 deceased, 1 moved away) and 4 added.

(A new Roll is to be compiled in March 2019)

Ministry Overview

Priest-in-Charge

2018 has been a period of consolidation and gentle action. It has seen the Church as a whole continue to grow together into teams, working in all aspects of Church life, building the foundations upon which God wants us to grow to best serve the needs of the community in which we are set.

Our services continue to grow and attract new people, which is highlighted in the 'Services' section of this report. The changes are a continuing response from our 'dreaming dreams' of 2017, with God and led by God, and are one way of sharing the name of Jesus within our community.

Listening to God and to his people within the entire parish has been a continuing focus. A group of faithful and praying people from all areas within our Church community have been meeting together regularly for months, asking God for 'thy Kingdom come in Soundwell', and listening to his response. "We follow Jesus" are not just words we add at the end of The Peace, but they are an affirmation of all that we are. The prayer group continues to meet and will feed back through PCC and to the whole Church, the things we believe God is saying for us and our ministry here in Soundwell.

Another outcome of our 'dreams' was the appointment of a Pastoral Care Co-ordinator, Jenny Bishop. The Pastoral Care team met several times throughout the year to review and enhance how we care for one another. Small but significant changes have been made, and we will continue to review all that we do. Having undergone re-constructive surgery to both my feet during 2018, I was able to sample some of the support and care and prayers we offer – thank you!

Baptism and Marriage Preparation continue to be a huge benefit to many families and couples in our community. They continue to evolve and work well through the committed teams that make them happen.

The links with all 4 Primary Schools within the Parish boundary continue to grow in all sorts of ways; through being a school Governor, listening to children read in school, leading assemblies and services in the schools as well as supporting them in RE lessons and visits to Church. Those of us involved in this gain as much as we put in....might God be whispering for you to join in with others?

In 2017, St Stephen's joined in 'showing God's love in practical ways' through engagement in The Noise. In 2018, we again joined with The Noise, Kingwood Churches and the Hope Bristol event by hosting a Free Family Fun Afternoon in Southey Park, on New Cheltenham Road. Around 50 people from St Stephen's & our Community helped in some way towards making it a huge success. It was heart-warming & glorious to be able to say to people attending when they asked why we were doing this, to respond, 'because you're worth it and God loves you!'

Listening to God and loving 'our neighbour' well has also encompassed our finances. The Parish Giving Scheme was launched in October 2018 and enables us to give regularly to God, through His church; with ease, caring for the safety and workload of our sisters and brothers, improving cashflow, and encouraging us to review our giving annually. It will be of benefit to St Stephen's if more of us give in this way and if we are realistic & generous in our regular giving – after all, we are a registered charity and can only operate on the financial gifts we receive.

Our consistent aim remains to be a 'beacon of Light and Hope in our Community.' This means sharing the Jesus we know with those around us! We are doing this by:

- a) growing in our connectedness with God. As we grow in our relationship with God, so we will
- b) grow in our connectedness with each other – being the Body of Christ, the family of God, working in teams, whichever term you prefer; so that we will
- c) participate in God's mission, in being more like Jesus, reaching out into our community, connecting with people where they are and sharing with them the love of God through Christ.

While we continue to discern and put into practice how we go about this, it is clear our priorities must be;

- making disciples...encouraging greater commitment to following Jesus and sharing Him with others;
- from our many teams, growing leaders & ministers of all ages to step out in faith and love and;
- engaging with and making disciples of younger generations, helping us to pass on the baton of faith to the children and families in our community, so they begin to follow Jesus.

Churchwarden

2018. As usual this has been a busy year which started with us having only one Church Warden and four assistants. However, in May the stress of a very demanding job was eased by the election of second Church Warden. Assisting in the running of the Sunday Services we have a full team of Welcomers and Sides Persons, who do an excellent job of making everyone who enters the Church feel comfortable and cared for.

Another team of Church members ensure that after the main Sunday morning Services, there are refreshments in the Church hall. This gives an opportunity to get to know new people, socialise, and offer comfort or support to any that may require it.

The Church office is open four mornings per week, where again, volunteers deal with the administrative tasks vital to the smooth running of the Church.

Following the Quinquennial Survey in September 2017, we have this year produced a five-year plan to get the necessary work completed. This plan was made having given due consideration to, a) the urgency of the particular task and, b) the availability within the budget to finance the work. This work is underway and we anticipate things will progress according to plan. In July, the Church underwent the five-year electrical test, as required by our Insurers. The outcome of this was, there were no immediate concerns, but a few recommendations for the future.

September saw the formation of the new Health and Safety group, (replacing the single H. & S. Officer). The initial aim was to thoroughly risk assess the Church, looking at the fire risk from candles, escape routes, signage etc. Other areas of the building will be looked at in turn. Fire Extinguishers were serviced and tested, and advice was given to further ensure fire safety.

The vestry was decorated and reordered thanks to varied generous donations.

This year saw many new faces among the congregation, and we had a lot of enjoyable, happy times including an afternoon of singing our favourite hymns followed by a picnic, and a 'Summer' spring clean of the Church involving plenty of tea and cake.

The year ended with the Christmas Fair and numerous Christmas Services, all being well supported, not only by our regular Church family, but by the wider community, young and old.

Ministry Team

The ministry team continues to be made up of Lisa Wigmore, (Priest-in-Charge), Sandy and Lin Cooper (Associate Priest and Director of Music), Peter Robbins (Licensed Lay Minister), Sandra Rosser and Gill Mayo (the two Church Wardens). From the end of April 2017, Peter enjoyed an extended sabbatical, undergoing some well-earned 'time out', exploring other places of worship and some further training in supporting others. He returned to us in April of 2018.

This has been Sandra's second year as Church Warden and Gill's first, and they have been supported by a fantastic team of FIVE Assistant Church Wardens; Geoff Harris, Jan Brookshaw, Bill Brookshaw, Brian Brown and Tim Parker.

Supporting the Ministry Team and often being the first point of contact for the community, are a seven-strong team who keep the Church office open and active four mornings a week; Jenny Bishop, Jan Brookshaw, Bill Bishop, Bill Brookshaw, Sandra Rosser, David Packe and Margaret Dodge.

Services

St Stephen's Community Worship is a thriving place to be at 10am each Sunday, and continues to attract new families. If all the children of Youth Church came on the same Sunday, there would be about 20! This is fantastic and wonderful, but we still need to support these families by increasing the Youth Church Leaders and Helpers team.

The team of those leading Ante-Communion (the first part of the service) has grown again this last year, as have the teams leading intercessions and reading from the Bible.

As yet another response to our 'dreaming dreams' with God, we began a monthly 'new team' Tea Service on Sunday afternoons. 39 people have come along to praise and enjoy the fellowship at various times, with an average number of around 20 at any given month

A small but committed congregation meet at 8am each Sunday for BCP Holy Communion. There continues to be another committed congregation at 10.15am on Wednesday to share Holy Communion together, which follows a time of quiet prayer for some.

Friday Night Live, at 6.30pm on the third Friday of each month, is a service that allows people to explore God's word in ways that suit their own learning style. It is relaxed and open to people of all ages and experiences.

The planning teams for the all age community services, which happen at Harvest, Remembrance, Christmas Eve, Mothering Sunday, Good Friday and on our Church's birthday (Dedication), continued to grow in number, confidence and ideas. They are a team of people who are passionate about enabling the young families of our community get to know and follow Jesus.

All the usual Christian festivals have been celebrated, with Good Friday offering yet again fresh ways to engage in the Easter story. Due to the growing links with, and ministry in our local schools, their Christmas services saw a rise of over 100 more parents attending. The children have to come if the schools choose to, but the parents don't, so this is significant. Carols by Candlelight saw our Church bursting at the seams again and the people attending our services throughout Advent recorded 157 more people than for the same services during 2017. The 37th Kingswood Alumni Scout band continues to be a valued part of the worship and fun times at St Stephen's. The Christmas Eve Family Fun Christingle Services and Christmas Morning Family Service grew again in number for the 2nd year running, but we have noticed a continuing decline in the numbers attending Midnight Holy Communion.

Our main Sunday Services, festivals and occasional offices were enhanced by our Parish Church Choir consisting of 18 regular members supported by additional singers for particular events.

All these services, and the many events and celebrations at St Stephen's are made possible by the many teams of our Church members. We applaud and thank all those who are mentioned so far and those involved in quiet and unseen ways which support the work of St Stephens Church, including;

- the Sacristy team who prepare for services, assist the priests, clear up and maintain supplies and furnishings appropriate to the liturgical seasons. In addition, there are others who wash, iron and regularly care for the linen.
- the increased team who administer the Sacrament at the Lady Chapel.
- the welcomers and sides people who meet and greet and ensure people have what they need to enable them to worship at St Stephens.
- the team who manage the supply and arrangements of flowers and decorations to beautify our Church and play their part in preparing the Church for worship for regular Sundays and festivals.
- the team of people who keep the Church building clean and tidy, and decorate our buildings for special occasions.
- those who tend the gardens and look after the day to day repairs to our buildings.
- the many café teams on Sundays and on other occasions, who provide us with refreshments, lay out tables and chairs and clean away afterwards.
- the teams who helps us see and hear things clearly by operating and maintaining our audio and visual equipment.
- the various team of prayer ministers who support us in prayer.
- Tim Parker & Jayne Selway, who lead our sung worship at times when Lin is rightly not with us.

Thank you all!

Average Sunday attendance for 2018 was 89 adults and 8 children.

During the year God has blessed us as a congregation with new people at many of our services.

Care and Prayer

Pastoral Care

The Care Group meet regularly and in January it was agreed that Jenny Bishop would take the role as Pastoral Care Coordinator. This was later approved by the PCC. It is hoped that the coordinator post will enable the pastoral care team to coordinate information regarding hospital, home visits and communication information of needs. Jenny and Lisa also meet regularly to make sure those in need of pastoral care do not go unnoticed.

Prayer ministry is offered every Sunday at the back of Church, and on the first Sunday of the month, in the Church room.

The **Bereavement Team** – (part of our pastoral care group) offer visits to the newly bereaved and a Memorial Service is held twice a year for anyone wishing to attend. There is also a book of Remembrance in Church.

The love and concern shown by so many of our congregation to each other, especially those who are not able to join us at regular worship, is the whole basis of our **Care Connection Group**, if a member of the congregation notices an empty seat where there is usually a familiar face, they inform one of the Connections Team who will endeavour to contact the person concerned

Our **Cycle of Prayer**, from which we pray for our congregation members, organisations and members of the wider parish, provides a platform from which a specific prayer need may grow.

The **Prayer Board** is situated at the back of Church, this Board holds names passed to church members who agree to their names being held on the board and is regularly update. These are persons who for many reasons wish to be held in prayer by members and in our weekly services.

This Board also holds names of Recent Baptisms, Marriages and Deaths. Specific needs are prayed for immediately by a team of people known as our **Prayer Chain**. All requests and names are treated as confidential.

Please hold the **Pastoral Care Team** in your thoughts and prayers.

Safeguarding

During my Sabbatical which ended at Easter 2018 the very important matter of Safeguarding in the Parish was overseen by Bron Kucharski. Her expertise and commitment were greatly appreciated by the Leadership Team and others in the Parish. Bron stepped back from that position towards the end of the year and we are all very grateful for the knowledge and wisdom she brought to the role.

A key development during the year was the General Data Protection Regulation (GDPR) which was introduced in the Spring. In addition to all the other aspects of parish administration we have needed to review our Safeguarding policies, practices and record-keeping in the light of this.

We have looked at who in the Parish needed Disclosure and Barring Service (DBS) checks and ensured that all who need them have up-to-date Disclosures.

Looking ahead we now need to undertake a major training and development exercise to update ourselves on Safeguarding principles and practice. With support from the Diocese we will involve many of our members who work in the parish in so many different ways. By the end of 2019 we should be well-equipped to maintain the excellent reputation St Stephen's has for safeguarding ourselves and all those we serve in our community.

Community

The Church membership are involved in many unseen individual acts of care, service and generosity to those in particular need. In addition, the following community orientated activities have been taking place in and around the Church: -

Church Outreach Groups:

Ladies Group

We have enjoyed a successful and enjoyable year with many and varied speakers and entertaining evenings.

Our summer outing this year was to Weymouth where we all enjoyed a warm and sunny June day (some ladies even enjoying a paddle in the sea)! In October we had a pleasant evening at the Redgrave Theatre to see 'Hair Spray' performed by the Bristol Youth Drama Group.

For our Christmas Meal we returned to Weston College and enjoyed a lovely lunch prepared and served by the Young Students, and made a visit to a Garden Centre for a cup of tea and Christmas Shopping before returning home.

Our Charity Project for 2018 was The National Eye Research Centre, which is based at the Bristol Eye Hospital. In June we held our project evening concert The Avon and Somerset Fire and Rescue Concert Band came to entertain us. This was well attended and a very successful evening. Mike Dawe the Chief Executive of the Research Centre attended and we were delighted to be able to present him with a cheque for £1000. £400 was the proceeds from the concert and £600, raised at various events at Ladies Group.

In April this year we will be celebrating our 60th birthday with our usual Celebration Evening in Church, followed by a Birthday Buffet in the hall. We extend a warm welcome to all our Church Family on this occasion - Thursday 25th April, at 8pm in Church. Please join us if you can and celebrate this special occasion with us.

Knit and Natter

The Knit & Natter group are still meeting and will continue to do so in Beryl's memory.

We have about seventeen members who continue to knit for Nursing Homes, Elgar House Southmead Hospital, the Baby Unit at St Michaels Hospital, the Homeless and the African Babies.

We are a happy group of knitters and if anyone wishes to join us they are most welcome, we meet on Tuesday's at 1.30 - 3.30 pm in the Church room. All contributions that we pay are given to church funds.

Men's Group

After another enjoyable year, we are delighted to report that our numbers are holding steady with additional members almost balancing with sad losses and with those who cannot attend regularly for health reasons. We give thanks for the enjoyable and welcoming times we have shared; with good speakers and with times out.

The Summer trip to Somerset Wetlands Willow Centre learning about planting and weaving of Willow was great..followed by some shopping therapy in Taunton and a Fish and Chip supper in Shepton Mallet on the way home! Our Christmas Meal at the Langley Arms was fabulous!! We are pleased to have been able to make donations to Cancer charities and to the fund raising efforts for Jack Lockwood, one of our Scouts, who has been selected as part of the UK contingent going to the World Scout Jamboree in the USA this year..Well done Jack!

If you are thinking you might like to join us on our alternate Thursday evenings in the Church Room...then be assured you will receive a heart-warming real welcome.

Pensioners Group

2018 was once again a very successful year with a variety of entertainment and talks.

Late February we had to cancel one session due to heavy snow. Even Sunday services in the Church were cancelled due to this inclement weather.

Dave Cheesely visited yet again with one of his interesting talks. Shaun McCormack, who was a retired Yeoman of the Guard at Buckingham Palace, brought his complete outfit for all to see. One of our local members of Church, Derek Beek, gave a most informative talk of his "Life in the Navy", it was fascinating. We had a very entertaining talk from Linda Dawsett who told us about her "Journey through the Nile". Our musical entertainers were always well received.

Our fund-raising was for the R.N.L.I. . Unfortunately the planned talk on this was postponed.

However Gary Bressington came to receive the cheque at our meeting in September and gave a brief outline of their services.

Our coach trips were as popular as ever with visits to Weymouth, Dawlish and Teignmouth and Abbey Mill/Ross on Wye. The second trip was unexpectedly changed upon our arrival in Teignmouth as the road to the beach was blocked due to a WWII bomb floating in the sea.

Our Christmas meal at the Commodore, Kewstoke was absolutely brilliant, really good food, lots of fun and friendship. Highlight was the floating balloons!

Once again we invite anyone to join our Group - meetings are held alternate Friday afternoons, except during August.

We would like to say thank you to Mary and her Committee for all they do and to the support from members, who continue to bring raffle prizes which helps with funds.

See & Know

See and Know, the St. Stephen's Parent and Toddler group has been running now for 15 years. Our numbers fluctuate every week with between 30 and 35 children attending, although we have 50 families on the register. We have welcomed several new babies this year which is always a pleasure.

We had our leavers parties in July with party food and a bouncy castle, when we said goodbye to the children leaving us to start school or pre-school.

In August we had our annual trip to Noah's Ark Zoo Farm. This, again, proved popular with over 120 adults, children and babies spending a great day out.

At Christmas we had our Nativity when we told the story of Jesus birth. Our Christmas parties were attended by our very special Father Christmas, who always makes each child feel special. We all had party food and a good time was had by all.

I feel very blessed being involved with this special group, telling our families about the love of Jesus and we have an amazing team who make this possible. Thank you to them all.

Dad And Me!

2018 carried on where 2017 had finished with small numbers attending the first couple of sessions of Dad & Me! This trend was to continue throughout the year. I believe that we had, in the whole of 2018 ONLY two good sessions with numbers being high teens. We even had a Dad and child join us from Baptism Prep which was a first. Though as 2018 rapidly past the remaining Dad & Me! sessions saw the number child stay on the decline with our Christmas Special ONLY having a couple of children attending. This session, in the past, used to get upward of thirty children attend.

Now 2019 was to be a celebration of 10 years for the Dad & Me! Team but with the children numbers being consistently low and leaders wishing to finish and move on, it did not seem right in asking for new volunteers. Therefore Dad & Me! finished in December. I would like to say a MASSIVE thank you to ALL the helpers both in the kitchen and out front. Also a BIG thank you to those Dads, children and Grandads that attended over those 9 years it has been fun! It would not have been possible without any of you.

Outburst Youth Group

2018 started very quietly for Outburst. Having lost some of our original members to University and college in September 2017 we decided it was time to approach the local schools to advertise ourselves. Since then we have seen our numbers grow and we have a new cohort of members ranging from year 5 to year 12.

During the year we have covered many subjects including Mothering Sunday, Easter, New Life, St George's Day, Fairtrade, Remembrance, Advent and the meaning of Christmas to name just a few. These sessions have taken the form of film nights, crafts, discussions, treasure hunt using the bibles and quizzes.

Our aim is to show the young people who attend that meeting together in a Christian based group can be fun and enjoyable and doesn't necessarily have to be part of a formal meeting. We hope that by planting the seed of Christianity that when they feel ready to make their own commitment in faith they will reflect back on their time at Outburst and want to continue with their journey with God.

Occasional Offices

Occasional Offices have included:

- * 26 Baptisms of children following Baptism Preparation for Parents and Godparents by a team of Church members. St Stephen's is recognised as one of the top six Churches in the Diocese for the number of Baptisms.
- * Similarly, our clergy have conducted three weddings at St Stephens, following in-depth couple's preparation, using another team of Church members as "buddies" for the marriage couples.
- * 19 funerals have been held in Church and many more at local Crematoriums by clergy and Lay Ministers during the year. Twice in the year, the Bereavement team have held memorial services to enable those bereaved to remember and celebrate the lives of their loved ones – these have been welcomed by a record number of people.

Additionally, members of St Stephen's Church are also involved in the Community with Schools, Bristol Soup Run, the Sisters of the Church and our local guiding and scouting organisations.

Financial Overview Year ending 31st December 2018

The Parochial Church funds at the end of this financial year stand at £62,422. This shows an increase of about £16,158 on the 2017 figure, due to a very generous legacy.

Investments

Some of the Church reserve funds are invested with the Central Board of Finance and are managed by the Central Board of Finance. The fund yielded £38 during 2018.

Unrestricted Funds

The unrestricted general fund reserve has increased in the year from £25,362 to £27,899, and is held partly in accounts with Lloyds Bank and in an account with the Central Board of Finance. In addition, the designated funds have increased from £5,633 to £24,543, mainly due to the legacy. The designated funds include the fabric fund which covers the maintenance and upkeep of the building, and the Church Hall fund which includes income from the use of the Church hall. These premises are used by a wide range of local community organisations as well as for Church based activities.

Restricted Funds

Restricted Funds within the Church accounts arise from gifts given to the Church to be forwarded to specified Charities and from Fairtrade goods sold within the Church. Funds remaining in the Restricted fund at the end of the year consist of Fairtrade stock and monies awaiting dispatch to the appropriate Charity.

Income & Expenditure

Church income is generated mainly from the generosity of Church members, together with some well supported fund raising fayres and events. Planned giving Income decreased by 2.2% compared with the previous year. Gift Aid continues to make a significant contribution to the income of the Church. In view of the legacy, voluntary Income increased by 17.8% compared with the previous year.

The Parish Share contribution for 2017 was £61,800, and the PCC increased this figure to £63,000 in 2018. This represents the Parish contribution to the diocese's costs in providing ministers' stipends and housing as well as a further contribution to diocesan and national services costs.

The Church has an agreed policy of giving around 10% of its Voluntary Income to a number Charities which have become known as our "Mission Partners" because of their ongoing relationship with members of the Church. These include:-

Christian Aid
Emmaus, Bristol
Sisters of the Church
Diocesan Uganda Fund
The Children's Society
The Bristol Soup Run
The Chilli Children Project, Rukungiri, Uganda
The One25 Project, Bristol
Bristol "Noise" Project

There has been some Church maintenance the year, mainly refurbishment and decoration of the vestry. The Church continues to try and make savings by only photocopying in black and white.

The Church Hall has been broadly self-financing during the year, without the need for any major work to be carried out.

During the year, the Church has been in receipt of 1 legacy amounting to £17,085. It is expected that this will be utilised to fund repairs and maintenance identified at the recent Church Quinquennial inspection.

The financial position continues to give the Trustees some cause for concern, particularly with a continuing reduction in voluntary income. However, the cost saving measures agreed to in 2017 continue to bear fruit thanks to a continuing close and careful approach with our finances.

During the year, many Church members have made use of the Parish Giving Scheme through which to channel their giving. This has the benefit of a monthly tax reclaim system and the possibility of an annual review of the level of giving.

The faithful generosity of those who support us financially (and in many other ways) is cause for continuing gratitude.

Approved by the PCC on 12th March 2019..... and signed on their behalf by

.....
Rev'd Lisa Wigmore, PCC Chair
CHARITY NO. 131503

Notes to the Financial Statements

1 Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the accruals basis. The financial statements have been prepared under the historical cost convention.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include all transactions, assets and liabilities for which the PCC 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.

Incoming Resources

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on covenants or gift aid donations is recognised when the donations are received.

Funds raised by the fete, garden party and similar events are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

Income from investments

Dividends and interest are accounted for when received. Tax recoverable on such income is recognised in the same accounting year.

Resources used

Grants

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

Activities directly relating to the work of the Church

The diocesan quota or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Fixed assets

Consecrated land and buildings and movable church furnishings

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

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 31st December 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1st January 2001 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially over 4 years) on a straight line basis.

All expenditure on consecrated or beneficed buildings, individual items under £2,500, or the repair of moveable church furnishings acquired before 31st December 2000 is written off.

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 £2,500 or less are written off when the asset is acquired.

Current assets

Amounts owing to the PCC 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 either with the CBF Church of England Funds or at the bank.

St. Ste.phen's Church Soundwell

Accounts Page 1

Financial Statement for the year ended 31st December 2018

	2018				2017			
	£	£	£	£	£	£	£	£
	General	Designated	Restricted	Total	General	Designated	Restricted	Total
incoming resources from donors	£ 80,431.90	£ 1,131.56	£ 1,508.89	£ 83,072.35	£ 82,830.36	£ -	£ 1,639.88	£ 84,470.24
Other voluntary incoming resources	£ -	£ 17,084.71	£ -	£ 17,084.71	£ -	£ 500.00	£ -	£ 500.00
Income from ancillary trading	£ 6,987.57	£ 12,021.31	£ -	£ 19,008.88	£ 6,118.00	£ 12,463.47	£ -	£ 18,581.47
Income from investments	£ 38.38	£ -	£ -	£ 38.38	£ 45.01	£ -	£ -	£ 45.01
Total incoming Resources	£ 87,457.85	£ 30,237.58	£ 1,508.89	£ 119,204.32	£ 88,993.37	£ 12,963.47	£ 1,639.88	£ 103,596.72
Resources Used								
Grants	£ -	£ -	£ 13,881.88	£ 13,881.88	£ -	£ -	£ 7,894.29	£ 7,894.29
Church Activities	£ 71,354.43	£ -	£ -	£ 71,354.43	£ 71,474.97	£ -	£ -	£ 71,474.97
Fundraising & publicity	£ -	£ 334.42	£ -83.44	£ 250.98	£ -	£ 404.01	£ 282.12	£ 686.13
Church management & Admin	£ 6,566.37	£ 10,992.74	£ -	£ 17,559.11	£ 6,969.72	£ 8,878.64	£ -	£ 15,848.36
Total Resources used	£ 77,920.80	£ 11,327.16	£ 13,798.44	£ 103,046.40	£ 78,444.69	£ 9,282.65	£ 8,176.41	£ 95,903.75
Net incoming resources	£ 9,537.05	£ 18,910.42	£ -12,289.55	£ 16,157.92	£ 10,548.68	£ 3,680.82	£ -6,536.53	£ 7,692.97
Transfers between Funds	£ -7,000.00	£ -	£ 7,000.00	£ -	£ -7,000.00	£ -	£ 7,000.00	£ -
Balance Brought Fwd	£ 25,362.26	£ 5,632.51	£ 15,268.93	£ 46,263.70	£ 21,813.58	£ 1,951.69	£ 14,805.46	£ 38,570.73
Balance Carried Fwd	£ 27,899.31	£ 24,542.93	£ 9,979.38	£ 62,421.62	£ 25,362.26	£ 5,632.51	£ 15,268.93	£ 46,263.70

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Financial Statement for the year ended 31st December 2018

Balance Sheet	31/12/2018	31/12/2017
Current Assets		
Stock	£663.89	£561.02
Debtors	£3,970.29	£7,431.76
Central Board of Finance	£5,208.50	£5,179.14
Cash at Bank and in hand	£54,719.34	£34,142.28
Cash in hand	£67.91	£102.94
	£64,629.93	£47,417.14
Current Liabilities		
Sundry Creditors	£1,202.81	£357.94
Organisation Deposits		
Outburst	£387.71	£137.71
Flower Fund	£15.56	£55.56
Holiday Club	£270.70	£270.70
Choir Fund	£331.53	£331.53
	£2,208.31	£1,153.44
Net Assets	£62,421.62	£46,263.70
Statement of Funds		
<i>Unrestricted - General</i>	£27,899.31	£25,362.26
	£27,899.31	£25,362.26
<i>Designated</i>		
Designated - Fabric	£22,042.19	£5,376.72
Designated Fabric Special Projects	£967.86	
Designated - Kitchen		
Designated - Hall	£1,532.88	£255.79
	£24,542.93	£5,632.51
<i>Restricted</i>		
Mission	£9,838.45	£11,338.45
Fairtrade	£140.93	£57.49
Uganda Building Fund		£2,481.24
Job Help		£1,391.75
	£9,979.38	£15,268.93
Total Funds	£62,421.62	£46,263.70

Approved by the Parochial Church Council on 12th March 2019 and signed on their behalf by

Reverend Lisa Wigmore, Priest in Charge (signed)

Lorraine Sanderson, Treasurer (signed)

St. Stephen's Church Soundwell
Financial Statement for the year ended 31st December 2018
Accounts Page 3
Detailed Income and Expenditure Account

	2018	2017
General Fund Income		
<i>Incoming resources from donors</i>		
Offerings and donations "Gift Aided"	£55,537.09	£51,286.62
Income Tax recovered from "Gift Aid"	£13,885.60	£15,873.15
Offering envelopes not "Gift Aided"	£2,144.15	£6,003.70
Open plate offering	£5,501.54	£5,782.22
Sundry donations	£3,363.52	£3,884.67
	£80,431.90	£82,830.36
<i>Incoming resources from charitable and ancillary trading</i>		
Fees	£4,674.00	£4,108.00
Sundry	£2,313.57	£2,010.00
	£6,987.57	£6,118.00
<i>Income from investments</i>		
Interest received	£38.38	£45.01
Total incoming resources	£87,457.85	£88,993.37
General Fund Expenditure		
<i>Activities directly relating to work of the Church</i>		
Ministry - Parish pledge	£63,000.00	£61,800.00
- Clergy expenses	£1,489.87	£1,860.73
- Sundry		
Church Insurance, Light and Heat	£4,199.98	£5,455.22
Music provision	£1,620.00	£1,730.00
Communion and other service costs	£1,044.58	£629.02
	£71,354.43	£71,474.97
<i>Church management and administration</i>		
Printing, stationery and envelopes	£758.03	£135.70
Equipment purchased	-	£2,784.00
Salaries	£2,492.95	£2,116.91
Subscriptions and Admin Sundries	£3,315.39	£1,933.11
	£6,566.37	£6,969.72
Total resources used	£77,920.80	£78,444.69
 Total incoming resource	 £9,537.05	 £10,548.68
Transfer between funds (To Mission)	£7,000.00	£7,000.00
Balance brought/fwd 1st January 2018	£25,362.26	£21,813.58
Balance carried/fwd 31st December 2018	£27,899.31	£25,362.26

St. Stephen's Church Soundwell
Financial Statement for the year ended 31st December 2018
Detailed Income and Expenditure Account

Accounts Page 4

	2018	2017
Designated Funds		
Fabric Fund		
Legacies & Sundry Donations	£17,084.71	£500.00
Fetes, Bazaars and Fund raising	£3,303.63	£2,903.41
Total incoming resource	£20,388.34	£3,403.41
Church maintenance	£3,388.45	£2,336.25
Costs of Fetes, Bazaars and Fund raising	£334.42	£404.01
Total Expenditure	£3,722.87	£2,740.26
Net Incoming(Outgoing) resources	£16,665.47	£663.15
Balance brought/fwd 1st January	£5,376.72	£4,713.57
Balance carried/fwd 31st December 2018	£22,042.19	£5,376.72
Fabric Special Projects		
Donations for Church projects	£1,131.56	-
Total incoming resource	£1,131.56	-
Church projects	£163.70	-
Total Expenditure	£163.70	-
Net Incoming(Outgoing) resources	£967.86	-
Balance brought/fwd 1st January	-	-
Balance carried/fwd 31st December 2018	£967.86	-
Kitchen Fund		
Balance brought/fwd	-	£19.10
Less: transferred to Hall Account	-	£19.10
Balance carried/fwd	-	-
Hall Account		
Hall Lettings	£8,717.68	£7,849.13
Church Organisations	-	£1,710.93
Transfer from Kitchen Fund	-	£19.10
Total incoming resources	£8,717.68	£9,579.16
Hall running costs	£716.73	£287.08
Wages	£4,408.52	£3,812.00
Water rates	£243.65	£262.31
Light and Heat	£2,071.69	£2,181.00
Total Expenditure	£7,440.59	£6,542.39
Net incoming/outgoing resources	£1,277.09	£3,036.77
Balance brought/fwd 1.1.18	£255.79	£2,780.98
Balance carried/fwd 31st December 2018	£1,532.88	£255.79

St. Stephen's Church Soundwell
Financial Statement for the year ended 31st December 2018
Detailed Income and Expenditure Account

Accounts Page 5

Restricted Funds	2018	2017
Mission Fund		
Sundry donations and collections	£1,508.89	£1,639.88
	£1,508.89	£1,639.88
Transfer between Funds (from General)	£7,000.00	£7,000.00
Total incoming resource	£8,508.89	£8,639.88
<i>Expenditure - Grants</i>		
Bristol Soup run	£1,500.00	£750.00
One25 Project	£1,500.00	£1,250.00
Emmaus	£1,500.00	£1,125.00
Sisters of the Church	£1,500.00	£1,250.00
Diocese Uganda fund	£500.00	£500.00
Christian Aid	£1,500.00	£1,125.00
Bristol Noise	£500.00	-
<i>Donations from collections</i>		
Harvest for the Hungry	£222.27	£247.73
Help for Heroes	-	£224.56
Sisters of the Church	£633.09	£722.29
Children's Society	£648.53	£633.39
<i>Sundry Donations</i>	£5.00	£66.32
	£10,008.89	£7,894.29
Total Incoming (Outgoing) Resources	-£1,500.00	£745.59
Balance brought/fwd 1st January 2018	£11,338.45	£10,592.86
Balance carried/fwd 31st December, 2018	£9,838.45	£11,338.45
Fairtrade		
Income from charitable and ancillary trading		
Sales	£674.85	£641.35
Cost of sales	£591.41	£923.47
Net outgoing resources	£83.44	£282.12
Add: Balance brought/fwd 1.1.18	£57.49	£339.61
Balance carried/fwd	£140.93	£57.49
Uganda Building Fund		
Incoming resources		
Chilli Children	£2,481.24	
Balance brought/fwd	£2,481.24	£2,481.24
Balance carried/fwd	-	£2,481.24
Job Help Community Fund		
incoming resources	-	-
Bristol Noise	£1,391.75	-
Balance brought/fwd	£1,391.75	£1,391.75
Balance carried/fwd	-	£1,391.75

**Independent Examiner's Report
to the PCC of St. Stephen's Church, Soundwell**

I report on the accounts for the year ended 31st December 2018 which are set out on pages 1-5

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

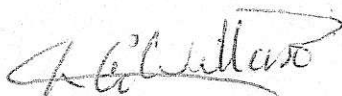
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Leslie Willcox
29 Neville Road Kingswood
Bristol
BS15 1XX



20th March 2019