

St Saviour's Church Westcliff on Sea  
Charity number 1132331: Trustees Annual Report Year ending 31<sup>st</sup> December 2018

### **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 4<sup>th</sup> 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. We are also working more closely with the other Anglican churches in the area as well as with our neighbouring URC church and have hosted joint services with them, particularly during the Easter and Advent periods

The 'bug hotel' and wildlife garden in memory of the late Revd Carol Palmer has now been created and is starting to attract the hoped for insect life. Wildflowers are now starting to appear and more will be planted in the coming seasons.

We are hopeful that in the coming year a new curate will be installed at St Saviour's and hopefully some of the work which Carol had started can be re-established.

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. . Our Vicar and lay reader also attend the Southend Deanery Chapter when possible. Sadly the Chakwell Group of Churches partnership, which connected churches of all denominations, has, for the time being, ceased operations as. However the good relationship with Crowstone St Georges URC continues and as mentioned earlier we are re-establishing links with our two daughter churches and some services and other joint projects are shared with them.

## **The Church Buildings**

### **The Church**

After many years of discussing the possibility of installing improved heating in the church, 2018 finally saw this happen; and not only new improved heating but new lighting also.. Following lengthy discussions with the DAC regarding the new system which we proposed to use, replacing our existing lighting chandeliers with a chandelier system which incorporated both heating and lighting elements, a faculty was finally granted at the end of September and the new system was finally installed and ready for action on 20<sup>th</sup> December. The reaction to the new system has been very positive and it was wonderful to have it ready to show to the many people who attended the Christmas services.

With the installation of the new heating system and the associated costs of that, the plans for the new disabled accessible toilet and a small kitchen and refreshment preparation area at the west end of the church were put in abeyance. However the project is still very much on the agenda and we are currently fund raising for this project. Our application for a grant from Veolia has been declined but we are looking at other options. We do have pledges for about 25% of the cost and one of our members will be cycling from Lands End to John o'Groats raising funds for the project. Plans have been drawn up and the Diocesan Advisory Committee have been contacted and have expressed support for the project. We now have to prepare a specification for the work and go out to tender .

### **Church Hall**

General maintenance of the hall and kitchen has continued throughout the year with no major issues arising. The hall is now booked on most days and is a very important source of income for the church. With the increased use however does come an increased need to maintain the building in good order but our dedicated team of helpers make sure that everything is kept in good order.

## **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 2018 services were conducted in 12 homes in the week leading up to Christmas.

Our organist has also started a 'Community Choir' which meets on the first and third Monday each month in the church and is open to anyone who wishes to come along and just have a sing and a cup of tea and a chat. This has proved so popular that another session on the alternate Mondays at another church has also been started

Our toddler group on Tuesday mornings continues to be popular, with on occasions numbers having to be limited. Messy church is run during school holidays and again proves very popular.

### **Ecumenical Relationships**

With the hopefully temporary demise of the Chalkwell Group of Churches St Saviour's has taken on the responsibility of organising, together with St Michael's and St Andrew's joint services during Lent and Advent as well as in the walk of Witness and open air service held on Good Friday. This service is open to anyone who wishes to attend regardless of denomination. We are still working closely with what is now known as Kings Road URC and have a good relationship with them

### **Charitable giving**

We continue to give financial support to various organisations, notably Christian Aid, the Children's 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**

With the installation of the new heating and lighting system, which cost around £72,000, the year ended with an excess of expenditure over income of £78,532.00. With the decline in the stock market during the latter part of the year the value of our investments also declined accounting for much of the balance deficit. Fundraising continues to take place to offset the decline in funds and the congregation continues to respond generously when the need arises. However we are continually monitoring the situation to ensure that St Saviour's continues to be a viable organisation.

**St Saviour's Church Westcliff - 1132331**

**Statement of Financial Activities**

**For the period from 01 January 2018 to 31 December 2018**

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Incoming resources</b>					
Incoming resources from generated funds					
Voluntary income	64,473	—	—	64,473	65,772
Activities for generating funds	23,904	—	—	23,904	23,353
Investment income	6,562	—	—	6,562	13,829
Incoming resources from charitable activities	1,492	—	—	1,492	3,706
Other incoming resources	—	—	—	—	—
<b>Total incoming resources</b>	<b>96,433</b>	<b>—</b>	<b>—</b>	<b>96,433</b>	<b>106,661</b>
<b>Resources used</b>					
Cost of generating funds					
Cost of generating voluntary income	—	—	—	—	—
Charitable activities	171,145	—	—	171,145	101,376
Governance costs	—	—	—	—	—
Other resources used	3,820	—	—	3,820	4,540
<b>Total resources used</b>	<b>174,965</b>	<b>—</b>	<b>—</b>	<b>174,965</b>	<b>105,916</b>
<b>Net incoming / outgoing resources before transfer</b>	<b>(78,532)</b>	<b>—</b>	<b>—</b>	<b>(78,532)</b>	<b>745</b>
<b>Transfers</b>					
Gross transfers between funds - in	939	11,891	—	12,831	10,000
Gross transfers between funds - out	(11,891)	(939)	—	(12,831)	(10,000)
<b>Net incoming / outgoing before other gains / losses</b>	<b>(89,484)</b>	<b>10,952</b>	<b>—</b>	<b>(78,532)</b>	<b>745</b>
<b>Other recognised gains / losses</b>					
Gains / losses on investment assets	—	—	—	—	—
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
<b>Net movement in funds</b>	<b>(89,484)</b>	<b>10,952</b>	<b>—</b>	<b>(78,532)</b>	<b>745</b>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>	<b>251,837</b>	<b>55,615</b>	<b>—</b>	<b>307,453</b>	<b>306,707</b>
<b>Total funds carried forward</b>	<b>162,353</b>	<b>66,567</b>	<b>—</b>	<b>228,921</b>	<b>307,453</b>

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

**Analysis of income and expenditure**  
**Selected period: 01 January 2018 to 31 December 2018**

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
<b>Incoming resources</b>						
<b><i>Incoming resources from generated funds</i></b>						
<b>Voluntary income</b>						
0101 - Gift Aid - Bank	14,247	—	—	—	14,247	11,164
0110 - Gift Aid - Envelopes	22,447	—	—	—	22,447	17,009
0201 - Other planned giving	3,652	—	—	—	3,652	8,986
0301 - Loose plate collections	6,431	—	—	—	6,431	6,198
0401 - Regular gift days	—	—	—	—	—	—
0410 - Giving through church boxes	—	—	—	—	—	—
0501 - One-off Gift Aid gifts	—	—	—	—	—	800
0510 - Gifts of quoted securities	—	—	—	—	—	—
0550 - Donations appeals etc	1,330	—	—	—	1,330	885
0601 - Tax recoverable on Gift Aid	10,902	—	—	—	10,902	8,990
0701 - Legacies	—	—	—	—	—	10,000
0801 - Recurring grants	—	—	—	—	—	—
08A1 - Non-recurring one-off grants	—	—	—	—	—	—
0901 - Other funds generated	5,461	—	—	—	5,461	1,736
<b>Voluntary income Sub-totals</b>	<b>64,473</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>64,473</b>	<b>65,772</b>
<b>Activities for generating funds</b>						
0910 - Rummage sales etc	—	—	—	—	—	—
1220 - Bookstall sales - fund raising	—	—	—	—	—	—
1240 - Church hall lettings - fund raising	23,275	—	—	—	23,275	22,747
1250 - Magazine income - advertising	190	—	—	—	190	188
1260 - Parish magazine sales	438	—	—	—	438	418
<b>Activities for generating funds Sub-totals</b>	<b>23,904</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>23,904</b>	<b>23,353</b>
<b>Investment income</b>						
1001 - Dividends	2,184	—	—	—	2,184	2,527
1020 - Bank and building society interest	665	—	—	—	665	449
1030 - Rent from lands or buildings	4,800	—	—	—	4,800	4,850
1350 - Investment revaluation surplus	(1,087)	—	—	—	(1,087)	6,002
<b>Investment income Sub-totals</b>	<b>6,562</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>6,562</b>	<b>13,829</b>
<b><i>Incoming resources from generated funds Totals</i></b>	<b>94,940</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>94,940</b>	<b>102,955</b>

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

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
<b>Incoming resources from charitable activities</b>						
<b>Incoming resources from charitable activities</b>						
1101 - Fees for weddings and funerals	1,492	—	—	—	1,492	3,706
1210 - Bookstall sales to promote objectives	—	—	—	—	—	—
1230 - Church hall lettings - objectives	—	—	—	—	—	—
<b>Incoming resources from charitable activities Sub-totals</b>	<b>1,492</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,492</b>	<b>3,706</b>
<b>Incoming resources from charitable activities Totals</b>	<b>1,492</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,492</b>	<b>3,706</b>
<b>Other incoming resources</b>						
<b>Other incoming resources</b>						
1310 - Insurance claims	—	—	—	—	—	—
1320 - Surplus - sales of fixed assets	—	—	—	—	—	—
<b>Other incoming resources Sub-totals</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>Other incoming resources Totals</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>Incoming resources Grand totals</b>	<b>96,433</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>96,433</b>	<b>106,661</b>

## Resources used

### Cost of generating funds

#### Cost of generating voluntary income

1701 - Fees paid to fund raisers	—	—	—	—	—	—
1710 - Costs of applying for grants	—	—	—	—	—	—
1720 - Costs of stewardship campaign	—	—	—	—	—	—
1730 - Costs of fetes & other events	—	—	—	—	—	—
1740 - Investment management costs	—	—	—	—	—	—

#### Cost of generating voluntary income Sub-totals

#### Cost of generating funds Totals

### Charitable activities

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

## **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 31<sup>st</sup> December 2018, 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.

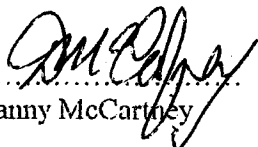
### **Basis of this report**

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.

  
.....  
Danny McCartney

Date.....3/4/19.....

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