

St James' by the Park



**THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

REPORT AND FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 DECEMBER 2018**

CHARITY NUMBER: 1130875

**ABRAHAM & DOBELL
230 Shirley Road
Southampton
SO15 3HR**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 DECEMBER 2018**

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

TRUSTEES' ANNUAL REPORT

**FOR THE YEAR ENDED
31 DECEMBER 2018**

The trustees present their Annual Report and Financial Statements of The Parochial Church Council of the Ecclesiastical Parish of St James, Shirley, Southampton (the PCC) for the year ended 31 December 2018.

The Financial Statements comply with the Trust Deed, the Church Accounting Regulations 2006, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their Financial Statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

REFERENCE AND ADMINISTRATIVE INFORMATION

The Parochial Church Council of the Ecclesiastical Parish of St James, Shirley, Southampton encompasses two churches, these being St James' Church, St James' Road, Shirley, Southampton and St John's Church Centre, St James' Road, Shirley, Southampton.

Charity Name: The Parochial Church Council of the Ecclesiastical Parish of St James, Shirley, Southampton

Charity Registration Number: 1130875

Correspondence Address: 133 Church Street, Southampton, Hampshire, SO15 5LW

The Parochial Church Council of the Ecclesiastical Parish of St James, Shirley, Southampton was granted charitable status on 30 July 2009.

Parochial Church Council Trustees

PCC Members, who are the charity's trustees, who served during 2018 were:

Incumbent:	Reverend Dan Clark	Chairman	App	26.06.12	
Wardens:	Jacqui Dowdell		App	23.03.14	
	Peter Craggs		App	23.04.18	
Elected Members:	Chris Rajadass		App	26.04.15	Res 23.04.18
	Rosie Brooks		App	18.04.16	
	Carol Hayward		App	18.04.16	
	Carolyn Moss		App	18.04.16	
	Martin Young		App	18.04.16	
	Hannah Brown		App	03.04.17	
	Sam Taylor		App	03.04.17	
	Helen Bathard		App	13.11.17	
	Jayne Crispin		App	23.04.18	
	Sheree Drury		App	23.04.18	

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

REFERENCE AND ADMINISTRATIVE INFORMATION (CONTINUED)

Curates:	Reverend Lena Phillips	App	05.07.15		
	Reverend Amy Adeniran	App	29.06.14	Res	30.06.18
Co-Opted Members:	Peter Craggs	Acting Warden	App	03.04.17	Res 23.04.18
	Molly Robinson		App	03.04.17	Res 11.06.18
	Hannah Lockwood		App	22.09.18	
General Synod:	Simon Clift	App	01.10.15		
Diocesan Synod:	Esther Clift	App	01.08.15		
Deanery Synod:	David Bates	App	23.03.14		
	David Wagstaff	App	23.03.14		
	Nigel Hughes	App	23.03.14	Res	31.12.18
Advisors to PCC in Attendance:	Theresa Bowen	Secretary			
	David Phillips	Treasurer			
	Katy Barnes				
	Josh Cook				
	Ryan McKeon				
Our Advisors:					
Bankers:	National Westminster Bank Plc, 1 Romsey Road, Shirley, Southampton, SO16 4GT				
Independent Examiner:	Abraham & Dobell, 230 Shirley Road, Southampton, SO15 3HR				

OUR PURPOSES AND ACTIVITIES

The purpose of the PCC is:

1. to co-operate with the incumbent (vicar) in promoting, in the parish, the whole mission of the church; and
2. to raise appropriate matters for debate at diocesan or deanery synod level.

In practice, that means that the **role of the PCC** is to confer on all matters relating to the life, ministry, worship, service, evangelism and buildings of the parish, to discuss and decide on (within its statutory powers) the strategy and policy of the church. In order to achieve this, members will need both to canvass opinions within the church and initiate discussion in areas needing fresh attention.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

OUR PURPOSES AND ACTIVITIES (CONTINUED)

Public Benefit Statement

All of our activities are undertaken to further our charitable purposes for the public benefit. In planning our activities for the year we have considered the Charity Commission's guidance on public benefit, including the guidance 'Public Benefit: Running a Charity (PB2)' and, in particular, the supplementary guidance on charities for the advancement of religion.

St James' by the Park - Core Purpose, Values and Vision

Our tagline 'Ordinary people following the extraordinary Jesus together' sums up who we are as a church and what we do (our core purpose).

Our set of values governs how we do the things we do. We want everything we do as a church to be:

God-dependent	because we are made in God's image and created to live in relationship with God (Father, Son and Holy Spirit) - so we are called to lives of prayer and faith
Bible-based	because through the Bible, God reveals his character and plans to us, and speaks clearly to us about all of life and work, shaping us to be the people he wants us to be
Mission-focused	because Jesus has commissioned us with Good News and equipped us with his Spirit to be a transforming influence - in Shirley and Southampton, and to all nations
Grace-filled	because at the heart of the Good News is the undeserved immeasurable grace shown to us in Jesus - and so we want to show that grace to others
Authentic community	because Jesus calls us as his followers to be open and honest about our struggles, to share life together, and to speak into each others' lives.

We won't always get it right! But when we live as a God-dependent, Bible-based, mission-focused, grace-filled, authentic community, we will give Jesus the glory he alone deserves.

Our vision is that God is calling us to turn our church community inside out:

- We're called to do mission together: Jesus sent out people in pairs; Paul always took people with him; it was the community life of the first churches that made a profound impact on others. So we will establish 'missional communities', each with a particular focus (eg those affected by benefits cuts; those with learning disabilities; senior citizens; the environment) as they seek to build genuine relationships of love and service with people in our local area.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

OUR PURPOSES AND ACTIVITIES (CONTINUED)

St James' by the Park - Core Purpose, Values and Vision (Continued)

- We're to become all things to all people so that by all possible means we may save some (1 Corinthians 9.22). So we will explore spiritual issues in creative ways that will seem quite unlike traditional church services – but which are more effective in helping us to make disciples of Jesus Christ.
- Jesus became flesh and blood and moved into the neighbourhood (John 1.14). Similarly, it will sometimes be more appropriate for us to meet in 'secular' spaces instead of behind closed doors or in 'sacred' spaces.
- Discipleship involves serving God in all of life (Colossians 3.23), so we will further equip people for lives of everyday mission in our homes, workplaces and leisure-places.

St James' by the Park - Who? Why? How? Where? What?

Who are we (identity)?

We are ordinary people following the extraordinary Jesus together.

Why do we exist (purpose)?

We exist to love God, love each other, reach the world.

How should we act (values)?

We want everything we do as a church to be:

God-dependent, grace-filled, Bible-based, mission-focused, authentic community.

Where are we going (vision)?

God is calling us to turn our church community inside out.

What is God calling us to focus on (our mission focus areas)?

Families and children; teenagers; older people; the environment; inter-cultural relations; financial hardship and mental wellbeing.

ACHIEVEMENTS AND PERFORMANCE

Sunday Service Attendance

The average weekly attendance comprises 173 adults (2017 - 205) and 35 children (2017 - 52).

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Vicar's Review of the Year and Plans for Future Periods

Mission Focus Areas

As a church, our purpose is to 'Love God, love each other and reach the world', and one of our values is that we are 'mission-focused'. But what exactly is the focus of our mission, and what is God calling our particular church to do at this point in time to help 'reach the world'?

Following 6 months of discernment, we launched our 7 mission focus areas in April 2018 to help bring answers to these questions. From where I sit, I've been encouraged by progress we've made in these 7 areas, and with the idea of the 'mission web' - that our mission will be more effective if the 7 different areas collaborate together where appropriate. So, in no particular order ...

Environment

- One cell group has been focusing on the church yard and Boney (aka Colebrook Green) for a few years already, but we have seen the Gen Y cell group adopt the environment as their mission focus, and one other cell group gain new members after it also decided to focus on the environment.
- The Gen Y cell group decided to do an environment-themed online advent calendar.
- The litter-picking group has gone from strength to strength (with much support from the wider Shirley community) and it will be fascinating to see what missional opportunities arise out of that.
- The EcoChurch work group have continued to work to move us towards achieving a Bronze Award – initiatives have included moving to more environmentally-friendly lighting and office resources, and introducing some environment-themed liturgy at the 9am service on a regular basis.
- One of the highlights of the year was an 11-year old organising a cake sale to raise funds to 'twin' some more of our toilets.
- I would love to see us develop stronger links with Andrew & Maria Leake over the coming year.

Mental Wellbeing

As this is a new focus for us, and a complex area, we have been treading carefully. A group called Thrive has formed which is looking to guide our continued thinking and action in this area.

- Thrive have done a useful survey of the congregation and liaised with various other initiatives and churches in Southampton.
- Some of the funds from our Christmas collection went to a local mental health charity.
- I hope that over the next year, Thrive will help us become a more mental health-friendly church, and see how we can serve our wider community.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Vicar's Review of the Year (Continued)

Mission Focus Areas (Continued)

Financial Hardship

The Beacon missional community has been active for several years already, running CAP Money courses, linking with SCRATCH, making up food parcels and running drop-in meals every 6-8 weeks. Several people have joined the group this year.

- Beacon has teamed up with Allsorts and the Teenagers to provide half-term hampers to help alleviate 'holiday hunger' - many from the congregation have contributed generously to this.
- At the Beacon drop-in meals, people are starting to ask questions about our faith and motivation and ask for prayer.
- As the Beacon are a few steps ahead of some of the other groups in church in trying to do mission as a community, they have also had opportunity to model to other mission focus areas how the balance of Up-In-Out can work best.
- I hope that over the next year, more of the group will feel able to share 'the reason for the hope they have' naturally in the course of conversation, and that we might even have a Beacon-run Alpha course.

Inter-Cultural Relations

This is probably the area which has seen least change over the last year.

- The two cell groups continue to support Paul Thaxter in his work with CMS, and Penny Allen and Katy Barnes in their work with the Barbara Project, and Friends International with their welcome to international students in Southampton.
- Some of the group are also part of the Mahabba project and have organised a visit to a local mosque as part of that, to deepen mutual understanding.
- I hope that over the next year, we will see ways in which our 'mission web' can see these groups teaming up with others to enhance our mission.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Vicar's Review of the Year (Continued)

Mission Focus Areas (Continued)

Older People

Elderberries has been active for a few years to help draw together the various strands of our work with older people.

- This year, we've had the courage to stop Evergreens (as it had dwindled to a very small group).
- The group have liaised with Communicare a bit as 2 tea-parties have been held in the Parish Hall.
- The team running Sunday @3 has worked hard to make it a dementia-friendly service.
- The group also forged links with the Families and Children area to ensure that groups from a local primary school came to sing and serve at the Luncheon Club Christmas Meal - a great experience for younger and older alike.
- Significantly, a new cell group has emerged to ensure there's regular Up and In going on, as well as all of this Out.
- I hope that over the next year, others will join in with this group and that we will see Luncheon Club grow - it has so much potential.

Teenagers

This is the mission focus area with the smallest team - but between them, they do a great job at modelling the Christian faith to our 10-18 year olds.

- The most significant change has been changing the pattern of Sunday evening gatherings - rather than having two youth services each month, we now have one service, Elevate, which is led by the youth but open to everyone. This is a real opportunity for the wider congregation to meet our young people on 'their turf', learning from them and encouraging them. Many of our young people already serve on 'our turf' by playing in bands, or helping with creche / Junior Church / Superstars / AV teams.
- Exciting opportunities opened up for Josh Cook (youth worker) in the Autumn term to partner with Upper Shirley High on a history project around World War 1. At the beginning of 2019, we were able to develop these links still further, with Josh starting to go into USH on a regular basis - a real answer to prayer.
- I hope Elevate will grow over the next year (have you been yet?), and that the links with USH will deepen.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Vicar's Review of the Year (Continued)

Mission Focus Areas (Continued)

Families and Children

This area has been established for many years, but the adoption of it as one of our 7 mission focus areas has spurred us on to try drawing the different threads together.

- The Ark continues to be popular, and new leaders have come on board.
- Allsorts have continued to run family film afternoons and community meals, as well as meeting regularly as a missional community for prayer and Bible study. They have teamed up with the Beacon to fulfil a long-held dream about helping families for whom holiday hunger is an issue.
- Play n Pray has been able to help disciple a new Christian.
- Superstars has continued to attract new people.
- Our opportunities in local primary-age schools have continued and Lena Phillips has done a very gracious hand-over to Rich Lomath.
- I hope that over the next year, we will help the Ark transition to the St James' by the Park building, and will help our young families find new ways to do worship, community and mission within the challenges that family life brings.

And in other news ...

Remembrance Sunday

The biggest event of the year (aside from Christmas and Easter, of course!) was Remembrance Sunday, with its special focus on the centenary of the Armistice.

- With the support of many in the local community, we managed to repair and restore the War Memorial.
- With the help of amateur historians far and near, we produced a booklet giving biographical details of all the known men with links to Shirley who died in the Great War.
- That booklet became the basis of the history project with Upper Shirley High, where we were also able to give out lots of commemorative copies of John's gospel.
- With the help of Solent University students, the Salvation Army and other local churches, we held a very moving Remembrance Sunday service which was attended by many from the local community and streamed to many more further afield.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Buildings

- We have taken the significant decision to sell the St John's building. It served us well for many years, but we haven't used it to its full potential for a long time now, and it has become a drain on resources. We hope that another church might be able to buy it and make better use of it; or it may be sold to a developer. Revenue from the sale will help to fund our other ongoing building plans.
- We were disappointed not to receive a more positive response from the City Council to our second 'pre-application' planning submission outlining draft plans for an extension at St James' by the Park. The need to improve the facilities in that building remains a priority.
- I'm delighted that we've now got a 'Buildings Development Group' who are giving their expertise to help us sell St John's, redevelop St James' and work out what to do with the Parish Hall.
- We would like to appoint a part-time Buildings Maintenance Manager to help us keep up to date with the minor jobs that need doing.

Staff

- In the summer, we said farewell to Amy Adeniran and family as she headed over to become a pioneer minister in Whiteley.
- In September, we welcomed Ryan McKeon as our Leadership Assistant for a year - he has made a significant positive impact very quickly.
- Lena Phillips finished her curacy and is now an 'Associate Minister' with us. She has also finished her 1/2 time paid role as Primary Schools' and Church Children's work co-ordinator after 16 hard-working and fruitful years in the post.
- We saw God's hand clearly at work in the provision of Rich Lomath, a member of the congregation, to take on this work.

FINANCIAL REVIEW

The PCC's total income for 2018 amounted to £277,316 (2017 - £255,962).

Total expenditure was £274,961 (2017 - £275,635).

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

FINANCIAL REVIEW (CONTINUED)

This resulted in a net surplus for the year of £2,355 (2017 - net deficit £19,673), made up as follows:

	2018	2017
	£	£
Total income	277,316	255,962
Total expenditure	274,961	275,635
	<hr/>	<hr/>
Net surplus/(deficit)	£2,355	£(19,673)
	<hr/>	<hr/>

The PCC's total income increased by £21,354 (2017 – decreased by £24,812) in the year, whilst gross expenditure declined by £674 (2017 - declined by £16,026).

The main areas of income were:

	2018	2017
	£	£
Planned Giving	186,012	178,867
Tax Recovered: Gift Aid	44,158	41,284
Other Giving	13,695	6,822

Giving by bank standing order amounted to £186,012 showing an increase of £7,145 against the previous year. Net adjusted giving from continuing members benefitted the parish by £3k, anonymous giving via Parish Giving Scheme contributed £2k and there was a £2k re-classification which was classified as a Donation in 2017.

Gift Aid increased by £2,874 year on year to £44,158

Other giving increased by £6,873 as members shared their inheritance with the Parish during the year.

Total costs of £274,961 approximated the annual budget of £272,760.

The main areas of cost were:

	2018	2017
	£	£
Common Mission Fund	103,240	105,210
Lay Staff Salaries	86,113	83,554
Buildings (maintenance, insurance and utilities)	30,465	32,855
Donations - UK & Overseas Missions	15,723	11,000

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

FINANCIAL REVIEW (CONTINUED)

Payment of £103,240 to the Diocesan Common Mission Fund was as requested, declining by £1,970 from 2017.

Annual salary costs increased due to the combination of a scale increase to one member of staff coupled with a 1.5% annual pay award to all.

A year on year decrease of £4,117 on buildings resulted from the combined effect of spending £13,509 less on feasibility studies associated with the future re-ordering of church buildings, which was offset by large elements of expenditure associated with the following repairs and improvements:

Boiler repair	£4,390
Fuseboard	£2,130
LED Lighting	£1,070

Giving to UK & Overseas Missions increased by £4,723 year on year primarily due to the following:

Collection Southampton City Mission	£2,125
Replenishment of Care Fund	£1,500

We entered the year with a Cash balance of £79,620 and closed with £84,941. The increase of £5,321 was predominantly due the net income of £2,355 (cash impact £4,112), coupled with an increase in debtors of £908 and offset by increased liabilities to creditors of £2,117.

The annual surplus of £2,355 outperformed the 'deficit' operating budget predicted in last years published accounts of £20k by virtue of enhanced levels of income amounting to £24,516 (Actual = £277,316 vs Budget = £252,800)

Outlook

In order to reflect the fact that current patterns of donor income can be unpredictable, whilst continuing to resource the future development of recently launched mission focus areas, the PCC has undertaken to set a 'deficit' operating budget for 2019 of £3k (Income = £246k, Expenditure = £249k).

In doing so, the PCC understands that it is re-investing surpluses of the past in order to support new initiatives which seek to further develop the mission of both parish and diocese but is also mindful of the impact of setting deficit budgets beyond 2019 upon future financial sustainability.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

FINANCIAL REVIEW (CONTINUED)

Reserves Policy and Going Concern

It is the policy of the PCC to maintain unrestricted funds at a level which will enable the PCC to cover its ongoing expenditure. The members of the PCC are of the view that the PCC is a going concern.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Parochial Church Council of the Ecclesiastical Parish of St James, Shirley, Southampton is a body established by the Church of England. The PCC operates under the PCC Powers Measure. The PCC is a charity registered with the Charity Commission on 30 July 2009, number 1130875.

STRUCTURE, GOVERNANCE AND MANAGEMENT (CONTINUED)

Recruitment and Appointment of PCC Members, Induction and Training

The method of appointment of PCC members is that PCC members must be on the Electoral Roll. They are elected at the Annual Parochial Church Meeting for a three year term of office. New members are given induction into the responsibilities and methods of procedure of the PCC. All church attendees are encouraged to register on the Electoral Roll and can stand for election to the PCC.

Risk Management

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

RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare Financial Statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**TRUSTEES' ANNUAL REPORT
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

RESPONSIBILITIES OF THE TRUSTEES (CONTINUED)

In preparing those Financial Statements the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the Financial Statements; and
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.


The trustees are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the Financial Statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008, the provisions of the trust deed and the Church Accounting Regulations 2006. They are also responsible for safeguarding the assets of the charity and, hence, for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INDEPENDENT EXAMINER

A resolution to re-appoint Abraham & Dobell as Independent Examiner for the ensuing year will be proposed at the Annual Church Meeting.

Approved by the trustees on 3 April 2019 and signed on their behalf by:


.....
REVEREND D CLARK
CHAIRMAN


.....
D PHILLIPS
TREASURER

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON
FOR THE YEAR ENDED
31 DECEMBER 2018

I report to the charity trustees on my examination of the accounts of the Parochial Church Council of the Ecclesiastical Parish of St James, Shirley, Southampton, (the Trust) for the year ended 31 December 2018.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the Trust 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.

INDEPENDENT EXAMINER'S STATEMENT

Since the charity's gross income exceeded £250,000 your examiner must be a member of the body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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


1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirements that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

**INDEPENDENT EXAMINER'S REPORT
(CONTINUED)**

**TO THE TRUSTEES OF
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

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.


.....
DAVID J MANT FCA
INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND & WALES

**230 Shirley Road
Southampton
SO15 3HR**

3 April 2019

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

STATEMENT OF FINANCIAL ACTIVITIES

**FOR THE YEAR ENDED
31 DECEMBER 2018**

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	2017 £
INCOME					
Donations and legacies	2	258,073	-	258,073	238,090
Charitable activities	3	19,160	-	19,160	17,797
Other income	4	83	-	83	75
TOTAL INCOME		277,316	-	277,316	255,962
EXPENDEDITURE					
Charitable activities	5	274,961	-	274,961	275,635
TOTAL EXPENDITURE		274,961	-	274,961	275,635
NET INCOME/(EXPENDITURE) FOR THE YEAR		2,355	-	2,355	(19,673)
Transfers between funds		-	-	-	-
NET MOVEMENT IN FUNDS FOR THE YEAR		2,355	-	2,355	(19,673)
RECONCILIATION OF FUNDS					
Total Funds Brought Forward		188,718	-	188,718	208,391
Total Funds Carried Forward		£191,073	£-	£191,073	£188,718

The Statement of Financial Activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

The notes on pages 18 to 29 form part of these Financial Statements


**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

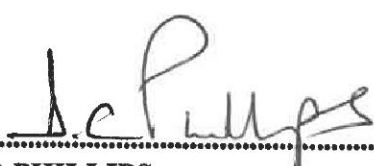
BALANCE SHEET

AS AT 31 DECEMBER 2018

	Notes	2018 £	2017 £
FIXED ASSETS			
Tangible fixed assets	9	105,257	107,014
TOTAL FIXED ASSETS			107,014
CURRENT ASSETS			
Debtors	10	22,288	21,380
Cash at bank and in hand	11	84,941	79,620
TOTAL CURRENT ASSETS		107,229	101,000
LIABILITIES			
Creditors: Amounts falling due within one year	12	21,413	19,296
NET CURRENT ASSETS		85,816	81,704
TOTAL ASSETS LESS CURRENT LIABILITIES/NET ASSETS	14	£191,073	£188,718
THE FUNDS OF THE CHARITY	15		
Unrestricted income funds		191,073	188,718
Restricted income funds		-	-
TOTAL CHARITY FUNDS		£191,073	£188,718

Approved by the trustees on 3 April 2019 and signed on their behalf by:


 REVEREND D CLARK
 CHAIRMAN


 D PHILLIPS
 TREASURER

The notes on pages 18 to 29 form part of these Financial Statements

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 DECEMBER 2018**

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the Financial Statements are as follows:

(a) Basis of Preparation

The PCC is a public benefit entity within the meaning of FRS 102.

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their Financial Statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102) including early adoption as amended January 2017), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Church Accounting Regulations 2006.

The Financial Statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value where applicable.

The Financial Statements include all transactions, assets and liabilities for which the PCC is responsible in law.

They do not include the Financial Statements of Church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

The Financial Statements are prepared in sterling, which is the functional currency of the PCC. Monetary amounts are rounded to the nearest £.

(b) Reconciliation with Previous Generally Accepted Accounting Practice

In preparing the Financial Statements the trustees have considered whether, in applying the accounting policies required by FRS 102 and the Charities SORP (FRS 102), the restatement of comparative items was required at 1 January 2015. The transition to FRS 102 has resulted in no change to the charity's net income/expenditure or net assets.

(c) Income Recognition Policies

This section describes how the PCC will account for money and other assets received by them. The main headings are the accounting groups to comply with the requirements of the SOFA.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

1. ACCOUNTING POLICIES (CONTINUED)

(c) Income Recognition Policies (Continued)

(i) Donations and Legacies

Grants and donations are recognised when any pre-conditions preventing their use have been met.

Collections are recognised when made.

Amounts promised under Gift Aid are recognised only when honoured by the donor.

Income Tax recoverable on Gift Aid donations is recognised when the donation is recognised.

Funds raised by Parish events are accounted for gross.

Donated services and facilities are included at the value to the PCC where this can be quantified. The value of services provided by volunteers has not been included in these Financial Statements.

Legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

(ii) Income from Charitable Activities

Parochial fees due to the PCC for weddings, funerals and other activities are accounted for on an event by event basis.

Income from sales of books, magazines, Traidcraft goods and all other items are accounted for gross.

Rental income from the letting of Church premises is accounted for when earned.

(iii) Investment Income

Interest is accounted for when due. Tax recoverable on such income is accrued on the same basis.

(iv) Other Income

Other ordinary income will be accounted for as soon as the PCC is advised of its entitlement and the likely sum due.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

1. ACCOUNTING POLICIES (CONTINUED)

(d) Expenditure

Expenditure is recognised on an accruals basis where there is a legal or constructive obligation and settlement is probable and quantifiable. Expenditure includes VAT as the PCC is not VAT registered and is reported as part of the expenditure to which it relates.

(i) Charitable Activities

Grants and donations are accounted for when paid or when promised under a formal agreement. Unpaid grants and donations will be shown as a creditor in the Balance Sheet.

The Diocesan Common Mission Fund is accounted for when payable and any share unpaid at 31 December is shown as a creditor in the Balance Sheet.

Rent due on facilities is accounted for when the facility is used and any rent unpaid at 31 December is shown as a creditor in the Balance Sheet.

All other costs are accounted for when due and any unpaid at 31 December are shown as a creditor in the Balance Sheet.

(ii) Support Costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

(iii) Governance Costs

These include those costs associated with meeting the statutory requirements of the PCC.

(e) Fixed Assets

(i) Consecrated Land and Buildings and Movable Church Furnishings

Consecrated and beneficed property is excluded from the statutory definition of 'charity' by sections 10(2)(a) and (c) of the Charities Act 2011.

No value is placed on movable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be an inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off.

(ii) Other Land and Buildings

Other land and buildings held on behalf of the PCC for its own purposes is valued at cost or market value. No depreciation is charged against such properties but any expenditure on maintenance or improvement is written off as incurred.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

1. ACCOUNTING POLICIES (CONTINUED)

(e) Fixed Assets (Continued)

(iii) Other Fixtures, Fittings and Office Equipment

Equipment purchased or donated to the church is depreciated on a straight line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off in the period in which the asset is acquired.

(f) Debtors

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

(g) Cash at Bank

Short term deposits include cash held on deposit at the bank.

(h) Creditors and Provisions

Creditors and provisions are recognised where the PCC has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

(i) Taxation

The PCC is exempt from taxation on its charitable activities.

(j) Fund Accounting

Unrestricted 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.

Restricted Funds are those funds that must be spent on restricted purposes. All other money and assets are part of the Unrestricted Funds. The purpose of any Restricted Funds is noted in the Financial Statements.

(k) Financial Instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

(l) Significant Judgements and Estimates

Preparation of the Financial Statements may require the trustees to make significant judgements and estimates. There are no items in the Financial Statements where judgements and estimates would have a significant effect on amounts recognised in the Financial Statements.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	2017 £
Planned giving	186,012	-	186,012	178,867
Collections - normal service	5,506	-	5,506	3,870
Envelopes	4,064	-	4,064	2,107
Other giving	13,695	-	13,695	6,822
Donations	1,638	-	1,638	4,140
Legacies	3,000	-	3,000	1,000
Income Tax recoverable on covenants	44,158	-	44,158	41,284
	<hr/>			
	£258,073	£-	£258,073	£238,090
	<hr/>			

In 2017 the income from donations and legacies of £238,090 was unrestricted.

There were no donated services and facilities receivable which could be quantified in the year (2017 - none).

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	2017 £
Fees	3,784	-	3,784	4,686
Rent - Parish Hall	10,428	-	10,428	8,242
Rent - Others	4,168	-	4,168	4,336
Sales	780	-	780	533
	<hr/>			
	£19,160	£-	£19,160	£17,797
	<hr/>			

In 2017 the income from charitable activities of £17,797 was unrestricted.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

4. OTHER INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	2017 £
Other	83	-	83	75
	<hr/> £83	<hr/> £-	<hr/> £83	<hr/> £75

In 2017 the other income of £75 was unrestricted.

5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	Church Activities £	Total Funds 2018 £	2017 £
Donations - UK and overseas Missions	15,723	15,723	11,000
School hire	1,220	1,220	1,221
General running	8,080	8,080	9,098
Insurance	4,898	4,898	4,805
Maintenance	15,451	15,451	19,568
Music and worship	3,620	3,620	2,708
Diocesan Common Mission Fund	103,240	103,240	105,210
Staff salary	61,004	61,004	59,342
Staff/Workers and visitors' expenses	4,602	4,602	5,286
Training	4,890	4,890	4,989
Utilities	10,116	10,116	8,482
Youth and other events	7,486	7,486	8,898
Printing and copying	1,694	1,694	1,712
Fee expenses	1,867	1,867	2,147
Depreciation	1,757	1,757	1,757
Support costs	28,463	28,463	28,561
Governance costs	850	850	851
	<hr/> £274,961	<hr/> £274,961	<hr/> £275,635

The expenditure on charitable activities of £274,961 (2017 - £275,635) comprises £274,961 unrestricted funds (2017 - £275,635) and £nil restricted funds (2017 - £nil).

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

6. ANALYSIS OF SUPPORT AND GOVERNANCE COSTS

The PCC identifies the costs of its support function. It then identifies those costs which relate to the governance function. The PCC allocates the support and governance costs entirely to the unrestricted expenditure (note 5).

	General Support £	Governance £	Total Funds £	Basis of Apportionment
Administrator's costs	26,821	-	26,821	Usage
Office costs	1,642	-	1,642	Usage
Professional costs	-	850	850	Governance
	<hr/>	<hr/>	<hr/>	
	£28,463	£850	£29,313	
	<hr/>	<hr/>	<hr/>	

7. NET INCOME/(EXPENDITURE) FOR THE YEAR

	2018 £	2017 £
This is stated after charging:		
Professional costs	850	£851
Depreciation	1,757	£1,757
	<hr/>	<hr/>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

**8. ANALYSIS OF STAFF COSTS AND TRUSTEES' REMUNERATION
AND EXPENSES**

	2018	2017
	£	£
Salaries and wages	78,030	75,772
Social Security costs	3,154	2,959
Pension costs	4,929	4,823
	<hr/>	<hr/>
	£86,113	£83,554
	<hr/>	<hr/>

The average number of employees during the year was 3 (2017 - 3).

No employee received emoluments in excess of £60,000 (2017 - none).

No payments or expenses were paid to any trustee, persons closely connected to them or related parties, apart from:

	2018	2017
	£	£
Reverend D Clark	850	947
Reverend Amy Adeniran (nee Powis)	-	631
Reverend Lena Phillips	306	586
Nigel Hughes	-	88
	<hr/>	<hr/>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

9. TANGIBLE FIXED ASSETS

	133 Church Street £	Parish Hall £	Equipment £	Total £
Cost				
At 1 January 2018	48,500	55,000	7,028	110,528
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2018	£48,500	£55,000	£7,028	£110,528
	<hr/>	<hr/>	<hr/>	<hr/>
Depreciation				
At 1 January 2018	-	-	3,514	3,514
Provided for in the year	-	-	1,757	1,757
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2018	-	-	5,271	5,271
	<hr/>	<hr/>	<hr/>	<hr/>
Net Book Values				
At 31 December 2018	£48,500	£55,000	£1,757	£105,257
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2017	£48,500	£55,000	£3,514	£107,014
	<hr/>	<hr/>	<hr/>	<hr/>

The Parish Hall was valued at £55,000 during the year to 31 December 1997. This value has been included in these Financial Statements for the year ended 31 December 2018.

10. DEBTORS

	2018 £	2017 £
Other debtors	£22,288	£21,380
	<hr/>	<hr/>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

11. CASH AT BANK AND IN HAND

	2018	2017
	£	£
Bank account	84,737	79,609
Cash in hand	204	11
	<hr/>	<hr/>
	£84,941	£79,620
	<hr/>	<hr/>

12. CREDITORS: Amounts falling due within one year

	2018	2017
	£	£
Other creditors	4,844	3,300
Giving	5,268	5,268
Accruals	9,765	9,203
PAYE and NIC	1,536	1,525
	<hr/>	<hr/>
	£21,413	£19,296
	<hr/>	<hr/>

13. FINANCIAL INSTRUMENTS

Financial instruments measured at amortised cost comprise the following:

	2018	2017
	£	£
Financial assets that are debt instruments	-	-
Financial liabilities that are debt instruments	9,765	11,628
	<hr/>	<hr/>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Funds £	2018 Total Funds £	2017 Total Funds £
Fixed assets	105,257	105,257	107,014
Cash at bank and in hand	84,941	84,941	79,620
Other net current assets/(liabilities)	875	875	2,084
	<hr/>	<hr/>	<hr/>
	£191,073	£191,073	£188,718
	<hr/>	<hr/>	<hr/>

15. ANALYSIS OF CHARITABLE FUNDS

	At 01.01.18 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31.12.18 £
Analysis of Movements in Unrestricted Funds					
General Fund	188,718	277,316	274,961	-	191,073
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Unrestricted Funds	188,718	277,316	274,961	-	191,073
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Analysis of Movements in Restricted Funds					
Chair fund	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Restricted Funds	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Funds	£188,718	£277,316	£274,961	£-	£191,073
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

Unrestricted Funds comprise those general funds which the PCC is free to use in accordance with the charitable objects.

Restricted Funds are funds which have been given for particular purposes and projects.

The chair fund was a special appeal to replace the chairs at St James Church and was expended in the year to 31 December 2017.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST JAMES, SHIRLEY, SOUTHAMPTON**

**NOTES TO THE FINANCIAL STATEMENTS
(CONTINUED)**

**FOR THE YEAR ENDED
31 DECEMBER 2018**

16. DONATIONS OVER £500

The following people/groups were allocated with donations in the year:

Southampton City Mission	2,125
C M S General	2,000
C M S - Latin America & Iberia	2,000
Enable Busoga	2,000
A Rocha	1,500
SAFE	1,500
SCRATCH	1,500
Andrew & Maria Leake	550
Creative Options	550

Money for these agencies outside the parish was collected from the congregation and wholly paid directly to them during 2018.

17. RELATED PARTY TRANSACTIONS

There were no related party transactions arising in the year to 31 December 2018 (2017 - £nil).

18. CONTINGENT LIABILITIES

The charity had no contingent liabilities as at 31 December 2018 (2017 - £nil).

19. CAPITAL COMMITMENTS

The charity had no capital commitments at 31 December 2018 (2017 - £nil).

20. POST BALANCE SHEET EVENTS

The charity has no post Balance Sheet events (2017 - £nil).

21. TAXATION

As a registered charity, the income is generally exempt from tax by reason of its charitable objects and activities.

