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**St John the Baptist Church, Hythe, and St Anne`s Netley View.**

**Annual Report of the Parochial Church Council for the year ended 31st December 2021**

**St John`s church is situated in the centre of Hythe, and St Anne`s in Warrys Close, Netley View, Hythe. Both churches are part of the Diocese of Winchester within the Church of England. The correspondence address is: The Vicarage, 14 Atheling Road, Hythe, Southampton, SO45 6BR.**

**The Parochial Church Council (PCC) is a charity registered with the Charity Commission (Reg No. 1168768).**

**PCC members who have served from 1st January 2021 until the date this report was approved are:**

**Name Title Elected**

Susan Blomley LLM/DS 19-22

David Blomley Warden 20-21

Andy Pearce Warden 20-21

Sonia Courtney Resigned October 21

Elizabeth Deadman 19-22

Martin Deadman DS 19-22

Joyce Dowell 19-22

Craig Fowkes Secretary 20-23

Tim Gibson 19-22

Pamela Gilson DS 20-23

Sue Harvey Treasurer 21-24

Peter Lawson 19-22

Wendy Lee Resigned May 21

Carol Moody Pro Warden 20-23

Patricia Pearce 21- 24

Catherine Preston 20-23

Philip Preston 19-22

Hannah Preston 21-24

John Wiles 21-24

**Structure, governance and management**

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.

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**Objectives and Activities**

The primary object of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC also has the responsibility of co-operating with the incumbent in promoting, in the ecclesiastical parish, the whole mission of the Church – pastoral, evangelistic, social and ecumenical.

The ecclesiastical parish includes the churches of St Anne and St John the Baptist.

The PCC has maintenance responsibilities for St John’s Church, Hythe and its Hall and we are also responsible for the maintenance at St Anne’s.

**Achievements and Performance**

**Church Attendance**

There are 141 names on the new Church Electoral Roll, 56 are resident within the parish and 85 non-resident. The average Sunday attendance at Communion Services, counted during 2021, was 66 (inc. St Anne’s) and 10 on Zoom. The average Sunday attendance was 51(inc. Zoom) for services without communion. There is a regular congregation at Friday and Tuesday morning Communion services. For the major Feast days and Festivals the congregation averaged 45 (including St. Anne’s and Zoom). There are also worship opportunities on Sunday at 8.00am and at 6.30pm for Evensong Café Church (Jubilatte) is held once a month at 5.00pm. There are also worship opportunities at St. Anne`s with Open House on the second Sunday (due to Covid many of our services were not running for the majority of the year), Taize at 18.00 on the 3rdSunday. These figures do not include those attending Baptisms, Weddings or Funerals. In addition, there are Home Communion services provided every month to housebound and sick parishioners.

**Structure**

The parish is administered by the PCC - David chaired the meetings until May then they were chaired by Peter Lawson who was voted in as PCC chairperson during interregnum. This year they met 16 times with an attendance level of 97% in person and via Zoom. The Standing Committee - comprising the Incumbent, Churchwardens, Secretary, LLM, and two elected PCC members (Carol Moody pro-warden and Martin Deadman in 2021). The Standing Committee was comprised of all PCC members at the beginning of interregnum but was streamlined enabling decisions being brought to the PCC easier to decide. It meets regularly to review all parish activities and policies, and deals with any matters requiring urgent attention. This group also sets the agenda for the PCC meetings.

To support our regular income there were normally five major events held by the parish. The May Fair, Summer Fete, Christmas Fayre, Talents for Mission, and the Christmas Tree Festival (which we share with Hythe 2000). This year due to lockdown restrictions only the Christmas tree festival was held. To make these events happen, designated volunteers take responsibility, seeking assistance when required. This year the event realised £1,204 for the parish. Grateful thanks to all who organised and contributed to these successful outreach events.

The administration of the parish is the responsibility of the Incumbent who divides the administration tasks between a personnel assistant and theparish office situated in St John’s Hall. The Hall office is now the main contact point for all church administration and activities.

The office is open from 10.00am to 13.00 Monday to Friday, and is responsible for keeping parish records (funerals, marriages etc.), publishing the weekly pew sheet (which was not used during 2021), keeping the parish diary up to date, assisting with preparing the Church magazine for distribution which is produced, edited and printed by Phil and Catherine Preston (Contact). It manages all telephone enquiries and personal callers. Any matters arising from the office are referred directly to the person responsible. The church office is also the main focal point for all youth and family outreach activities, which are overseen by Chris McMahon – our Children and Families Ministry Co-ordinator.

In addition to the above, the PCC operates under a full **Health & Safety policy which is being reviewed and updated**. PCC has an appointed and fully trained **Safeguarding and DBS Officer (Catherine Preston)**. PCC operates under the latest GDPR procedures (General Data Protection Regulations) introduced in 2016. Further information on this can be obtained from the Data Protection Officer Phil Preston.

**Mission Giving**

**I**n line with the our policy for charitable giving that we should nominate one local, one national, and one international charity in 2021., The charities nominated by the Social Transformation MAP Group and approved by the PCC were as follows:

**Local** – Wessex Cancer Trust, **National** – The Stroke Association and **International** – Rwanda.

Due to excessively reduced income caused by Covid restrictions, the decision to donate to our 2021 charities has been postponed to a future year. The amounts due will be kept on record and when the parish has reestablished its reserves, the full amount will be paid to the relevant chosen charities using the accepted formula.

**Review of the Year**

Following our Christmastide service pattern, we welcomed the New Year in with an Epiphany Carol Service on Sunday the 3rd January which was via Zoom, due to being in lockdown. St John’s Hall was closed to all activity apart from the Crossings charity and office staff, whilst our MAP Groups continued with their work programs during this second year of their three year cycle.

At the end of January we had an extraordinary meeting with Bishop Debbie who explained the process to follow for appointing our new incumbent.

Our tradition of serving lunches (soup and cake) every Saturday during Lent with all proceeds going toward local housing advice charity `The Crossings` was not able to take place due to Covid restrictions. Our Lent Course this year was entitled ‘Living in Love and Faith’ which was run via Zoom.

In the middle of March we had our section 11 meeting where the Parish Profile was agreed by PCC with Martin and Andy nominated as our Parish Representatives for the process to appoint a new vicar. On the 21st March we had an emergency PCC meeting to discuss Easter services and Peter Roach kindly led our Easter services which were conducted via Zoom. The warden proposed re-opening the church on 18th of April ready for the APCM and as Banns of marriage were to be read on the 18th this was agreed with minimal numbers in attendance and all Covid guidelines being adhered to.

Contact continued to be published solely as a digital version in accordance with advice from Winchester Diocese. The “support link” phone calls to members of our Parish continued throughout lockdown, to keep a check on those who were vulnerable and alone. The Diocese was continuing with its regular updates on Covid restrictions and regulations. We sent a copy of rules and regulations for St. John’s and St. Anne’s to all Clergy who were taking services so we could keep a sense of regularity to proceedings during Covid, In addition one-way systems and regulations were posted around the Churches. The APCM took place on the 25th of April and the elected PCC members were very excited to be starting to progress outreach to our local community. We held another emergency meeting to which Rev. Edgar Ruddock was invited as he had been presiding over many of our services and we needed to stay safe during Covid, It was decided that we would not process during services and agreed a visor would be worn during the sermon and masks for giving the Communion.

We were successful in obtaining a lottery grant to refurbish our Hall kitchen, which had to be completed by October.

As Lent ended and we moved into Passiontide, the Diocese made resources available for those who felt unable to attend services in person. There was the Daily Hope free phone line which could be used to listen to Hymns, Reflections, Prayers and services. There was also Thy Kingdom Come APP and Prayer Journals which could be downloaded. The Ascension service was presided over by Rev. Steve Pillis.

As we moved into June we received the quinquennial inspection report for St. John’s. No immediate major issues were identified. We obtained a new lawnmower and having lost our main grass cutter, Andy gave training sessions to new volunteers and Craig produced a gardening rota for those involved.

The majority of PCC members completed C0 Basic Awareness and C1 Foundations online training for safeguarding. Due to government guidelines we were unable to hold our normal Patronal festival. As we moved into July new handrails were fitted at St. Anne’s and the fence repaired. The advert for the new incumbent was placed. British Gas fixed the leaking pipes in front of the hall and a new cellar pump was installed in the church.

It was agreed at PCC to purchase a Sum-Up machine enabling people to donate digitally without cash, which had become scarce due to Covid. It was successfully installed in September, with everyone paying by card. It was agreed to increase the maximum number of people attending church services to 50 plus staff, which was considered a safe number. Social distancing remained in place.

As we moved forward into September, Toddliwinks and Vision sessions re-opened. PCC offered a massive “thank you” to Chris and the Parish Team for all their hard work in keeping outreach programs running via Zoom during the time of lockdown. Also to the tech team who streamed the services. The church halls re-opened to hirers, who were obliged to produce risk assessments and follow Covid regulations to keep members safe.

Andy had to withdraw as Parish Representative on the interview panel due to a conflict of interest and Carol was voted in as his replacement, to work alongside Martin. The interview process commenced with a candidates tour of the Parish and Churches, followed by an evening meal. It was absolutely wonderful to meet the candidates and partners to the Parish. The interviews to place the following day and the panel’s decision completed the process.

The PCC decided that for special services such as the upcoming Remembrance Day service the attendance could be increased to 70 plus staff. It was agreed that the church hall could accommodate additional parishioners with the service being streamed via Zoom. The Remembrance Day service was very well received. In addition to opening the hall, speakers were placed outside the church so the service could be heard in the surrounding area. We had a smaller amount of service personnel due to Covid, but there was a great response from the community.

We began December with our Advent Carol service and carried on with our seasonal services. As we close the year I would like us all to reflect on those who we have lost this year and keep their families firmly in our mind: Barbara Griffiths, Phil Bevan, Rev. Peter Murphy, Rev. Jeff Watson, Audrey Jones, Florence Hales and Sheila Kendrick.

It was announced that our new incumbent would be the Rev. Lee Davies and his collation would take place on the 13th January 2022. The PCC are very excited about the future for our Parish and are looking forward to working closely with Lee.

**Financial Review**

Total receipts on ordinary unrestricted funds were £102,333 and are detailed in the Financial Statements.

£116,311 was spent on providing the Christian ministry from St John the Baptist and St Anne`s Churches, including the contribution to the Common Mission Fund (formerly the parish share) of £41,184. This mainly provides stipends, housing, training, and pensions for the clergy.

This is the sum that churches in the Deanery have to find and is divided between the parishes according to a formula that is based mainly on average head count of the congregation, and local socio economic data.

The net result for the year was an excess of payments over receipts of £14,633

**Reserves policy**

It is PCC policy to maintain a balance on unrestricted funds (if possible) which equates to a minimum of 3 months up to a maximum of 6 months normal expenditure. The further deficit on unrestricted funds of £14,151 at the yearend meant that with a carried forward reserve balance of £50,787, we could only meet above the lower monthly responsibility rather than historically the upper requirement.

**Investment policy statement**:

It is our policy to invest our funds with the CBF Church of England Deposit Fund.

**Approved by the PCC on the \_\_\_\_ April 2022, and signed by Rev. Lee Davies**

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