



# PARISH OF RINGWOOD

## **ANNUAL REPORT AND FINANCIAL STATEMENTS**

**OF THE  
PAROCHIAL CHURCH COUNCIL  
OF THE PARISH OF  
ST PETER & ST PAUL, RINGWOOD**

**WITH  
ST MARY & ALL SAINTS, ELLINGHAM  
AND ALL SAINTS, HARBRIDGE**

**(Charity No. 1134815)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**PAROCHIAL CHURCH COUNCIL  
OF THE PARISH OF  
ST PETER AND ST PAUL, RINGWOOD  
WITH  
ST MARY AND ALL SAINTS, ELLINGHAM AND ALL SAINTS, HARBRIDGE**

**VICAR:**

The Reverend Matthew Trick  
The Vicarage  
65 Southampton Road  
Ringwood  
Hampshire BH24 1HE

**ASSOCIATE MINISTER:  
(Until June 2021)**

The Reverend Ian Whitham  
The Vicarage  
30 Pine Drive  
St Ives  
Ringwood  
Hampshire BH24 2LN

**BANKERS:**

The National Westminster Bank  
11 High Street  
Ringwood  
Hampshire BH24 1BA

CCLA Investment Management Ltd  
The CBF Church of England Funds  
Senator House  
85 Queen Victoria Street  
London EC4V 4ET

**INDEPENDENT EXAMINER:**

Vantage Accounting  
Pintail House  
Duck Island Lane  
Ringwood  
Hampshire  
BH24 3AA

**PAROCHIAL CHURCH COUNCIL  
OF THE PARISH OF  
ST PETER AND ST PAUL, RINGWOOD  
WITH  
ST MARY AND ALL SAINTS, ELLINGHAM AND ALL SAINTS, HARBRIDGE**



**The Church of St Peter and St Paul**  
Market Place  
Ringwood  
Hampshire BH24 1AW



**Church of St John the Baptist**  
Linford Road  
Ringwood  
Hampshire BH24 1TY



**Church of St Paul**  
Ringwood Road  
Bisterne  
Hampshire BH24 3BN



**Church of St Mary and All Saints**

Ellingham,  
Hampshire, BH24 3PJ



**Church of All Saints**

Harbridge  
Ringwood BH24 3PS

**CHURCHWARDENS**

Mrs Jacqueline Brown and Mr Matthew Steele

**All Correspondence to:**

The Benefice Office  
The Church of St Peter & St Paul  
Market Place, Ringwood

Hampshire BH24 1AW Tel: 01425 489898

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**THE PAROCHIAL CHURCH COUNCIL OF  
THE PARISH OF ST PETER AND ST  
PAUL, RINGWOOD WITH ST MARY  
AND ALL SAINTS, ELLINGHAM AND  
ALL SAINTS, HARBRIDGE**

**ANNUAL REPORT FOR 2021**

**THE PARISH**

The formation of the Benefice of Ringwood with Ellingham and Harbridge with the Parish of All Saints at St Leonard's and St Ives came into force on 7 October 2017.

Since the creation of the enlarged Parish in 2017, the Benefice has been served by two posts for stipendiary clergy - a Vicar, and an Associate Minister of incumbency status. These roles are filled respectively by the Reverend Matthew Trick and the Reverend Ian Whitham. At the end of July 2021, the Revd Ian Whitham left the Benefice, and the role of Associate Minister was not readvertised. The Benefice of Ringwood with Ellingham and Harbridge & St Leonards and St Ives is now served by one full-time Incumbent.

We continued to enjoy the ministry of Reverend Kay Pead who was ordained Priest in 2021 and has been a Curate in the Benefice since October 2020.

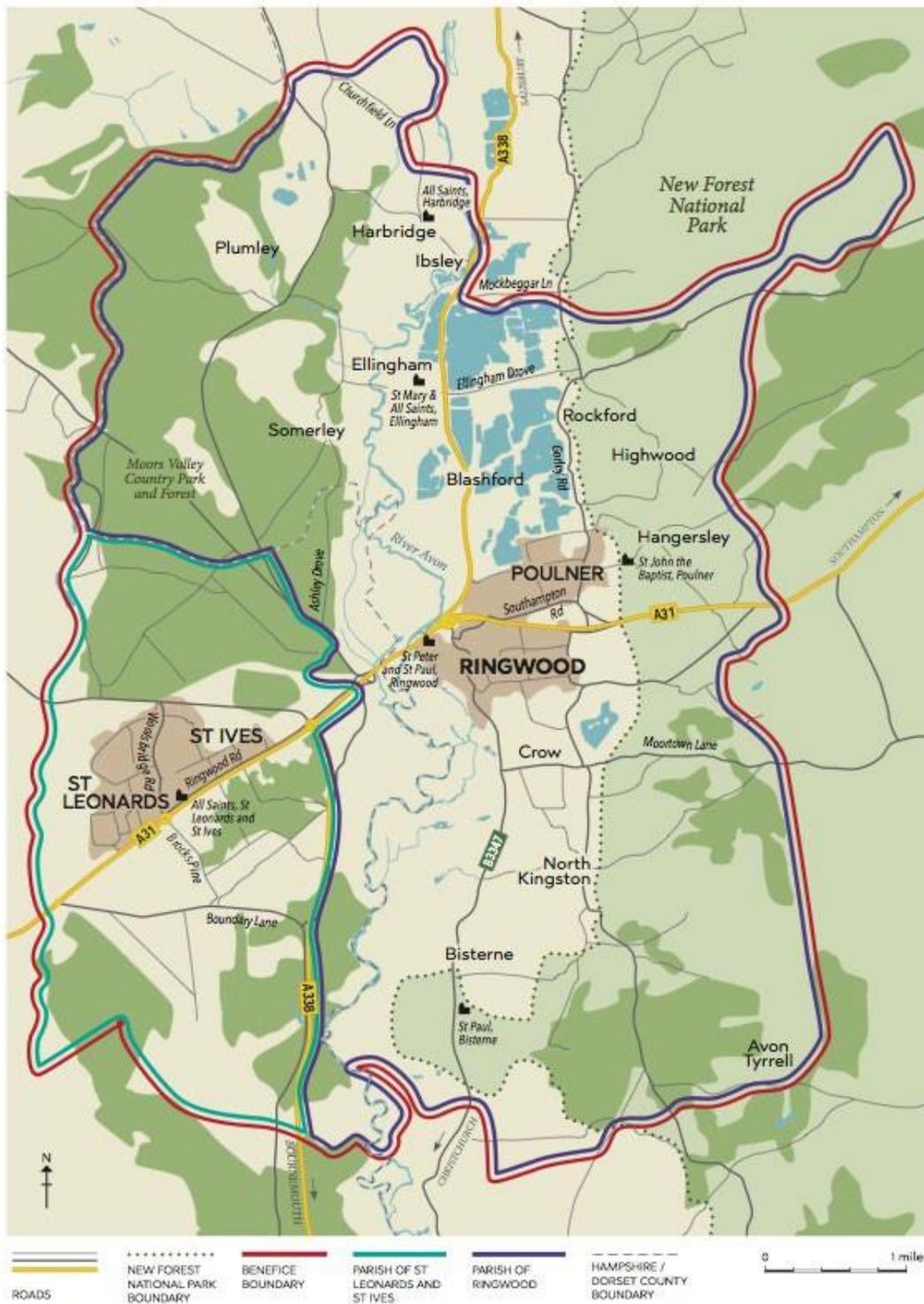
In July 2021 Sandra Matthews was Ordained Deacon by the Bishop of Southampton and began her curacy in Ringwood Benefice.

The Parish of Ringwood with Ellingham and Harbridge lies on the western edge of the New Forest and the south-western border of Hampshire. It is part of the Diocese of Winchester, in the Deanery of Christchurch, within the Church of England.

The current population of the Parish is estimated to be 16,200, although this figure is set to change with housing developments in and around Ringwood. The territorial extent is large, running from Bisterne in the south to an area north of Churchfield Lane at Harbridge, it includes the Somerley Estate and the Moors Valley Country Park and Forest as well as scattered settlements, farms and houses at Blashford, Ellingham, Harbridge, Ibsley, Rockford and Highwood, some of which fall within the New Forest National Park. See map on page 6.

The Parochial Church Council (PCC) shares responsibility with the Vicar and Churchwardens for five Church of England churches within the Parish. These are the Parish Church of St Peter and St Paul and four Chapels of Ease, namely St John the Baptist Church at Poulner, St Paul's Church at Bisterne, St Mary and All Saints Church at Ellingham and All Saints Church at Harbridge. The Benefice website can be found at [www.ringwoodbenefice.org.uk](http://www.ringwoodbenefice.org.uk).

The formal registered name of the PCC is THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD WITH ST MARY AND ALL SAINTS, ELLINGHAM AND ALL SAINTS, HARBRIDGE. The registered number of the Charity is 1134815, and statutory information regarding the Parish may be found on the Charity Commission website ([www.charitycommission.gov.uk](http://www.charitycommission.gov.uk)), which it is the responsibility of the PCC to update, particularly following the Annual Parochial Church Meeting.



Benefice of Ringwood with Ellingham and Harbridge with the Parish of All Saints at St Leonards and St Ives showing the boundaries and location of the six churches.

## AIMS AND PURPOSES

In pursuance of its charitable objects (particularly the advancement of the Christian religion for the public benefit) and in accordance with the Parochial Church Councils (Powers) Measure 1956 and the Synodical Government Measure 1969 -

*It shall be the duty of the Incumbent and the Parochial Church Council to consult together on matters of general concern and importance to the Parish. The functions of the PCC shall include: Co-operation with the Incumbent in promoting in the Parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical; the consideration and discussions of matters concerning the Church of England or any other matters of religious or public interest, but not the declaration of the doctrine of the Church on any question; making known and putting into effect any provision made by the Diocesan / Deanery Synod, but without prejudice to the powers of the Council on any particular matter; giving advice to the Diocesan / Deanery Synod on any matter referred to the Council; raising such matters as the Council consider appropriate with the Diocesan / Deanery Synod. In the exercise of its functions, the PCC shall take into consideration any expression of opinion by any Parochial Church Meeting.*

When planning objectives and activities for the year, the Vicar, the Associate Minister, the Churchwardens, and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

## OBJECTIVES AND ACTIVITIES

Ringwood with Ellingham and Harbridge Parochial Church Council (PCC) fulfils its aims and purposes through activities associated with six main objectives.

Ringwood with Ellingham and Harbridge PCC provides:

### 1. Regular public worship open to all

We make our services (as required, authorised, or allowed by Canon), accessible to as many Parishioners as possible, by offering options at various times and across the wide range of styles and traditions to be found within the Church of England. In order to facilitate this objective, specific guidelines are followed;

- The main service in each church is held at the same time every Sunday.
- Holy Communion is celebrated on all principal feasts, holy days and festivals.
- Parishioners may request baptisms, marriages, and funerals in any of our churches.
- Special services are targeted at particular needs and groups such as children and all age worship.
- Special occasions are provided for such as local and national civic commemorations.
- We regularly record worship in the Parish Church, accessible via Facebook and YouTube.

### 2. Sacred space for personal prayer & contemplation

Ringwood with Ellingham and Harbridge PCC ensures that -

- Our churches and grounds are well-kept, safe, and welcoming for everyone.
- The Parish Church is open to members of the public every day (10am-4pm), when not affected by the lockdown measures.
- St Mary and All Saints at Ellingham and All Saints, Harbridge are open to members of the public daily when not affected by the lockdown measures.

### **3. Pastoral work, including visiting the sick and the bereaved**

The PCC supports the Clergy, Visitors, Licensed Lay Ministers, BCM and Staff Team to ensure that -

- All who desire our pastoral services receive a ministry of care and welcome.
- The baptism of children involves full preparation, a warm welcome and ongoing care.
- Couples marrying in church receive full preparation and are prayed for in church.
- Holy Communion is taken to anyone sick at home or in rest homes who desires it.
- The clergy are notified, and Parishioners are visited when in hospital or housebound.
- The bereaved are visited prior to every funeral and their loved ones remembered.

### **4. Teaching through sermons, courses and small groups**

The PCC supports the Clergy and Licensed Lay Ministers in providing at least six sermons every Sunday. It also provides learning opportunities for discipleship and mission such as -

- (seasonally): Study Groups, Confirmation Groups, Alpha Course
- (monthly): Mothers' Union; Messy Church
- (fortnightly): Bible Study Group
- (weekly during term time): King's Kids (Sunday school), Toddler Groups, Parish Choir, & Impact (youth group)

### **5. Taking of religious assemblies (Collective Worship) in schools**

Ringwood with Ellingham and Harbridge PCC supports the Parish Clergy, Foundation Governors, and others in leading Collective Worship weekly in Ringwood Infant School, and occasionally in other schools, promoting our special relationship with Ringwood Church of England Infant School who also hold five services a year in the Parish Church. The PCC also values its close relationship with Moyles Court School and Ellingham House Day Nursery. During December a total of five local schools usually hold Carol Services in our churches.

### **6. Promotion of Christianity through events, meetings, and the distribution of literature**

The PCC encourages outreach through activities such as meals, coffee mornings, concerts, and fairs.

Fund-raising events, when allowed, are held at all our churches which allow the community opportunity to engage with us.

Many major town events such as the Ringwood Carnival and the Ellingham Show were cancelled due to Covid-19 however we were able to use the Christmas Lights Switch-on as an opportunity to reach out to the townspeople.

The PCC promotes the full range of its activities through a monthly magazine, a weekly notice sheet, a weekly newsletter, a website, social media, church noticeboards, and occasional press releases. We continued to post copies of the parish magazine to members of our congregations who were unable to return to church and did not have access to the internet until Summer 2021, then it became readily available in our churches for distribution.

## **REVIEW OF ACHIEVEMENTS AND PERFORMANCE**

***It shall be the duty of the Incumbent and the Parochial Church Council to consult together on matters of general concern and importance to the Parish.***

The PCC met six times during the year.

**The Standing Committee for the Parish of Ringwood with Ellingham and Harbridge** did not meet during 2021, but made decisions by email consultation, these being related to staff employment, faculty applications and salary reviews. Decisions made in this way were ratified by the PCC at its subsequent meeting.

**Church Committees** for each of our five churches met regularly to conduct business under their own terms of reference and reports were received by the full PCC and discussed when necessary.

### **Benefice office**

The Parish of Ringwood employs an Office and Communications Manager working 25 hours per week. The post is filled by Samantha Swyer. The Vicar, Churchwardens, PCC and church members remain hugely grateful to Sam for the care and commitment she displays in all aspects of her work.

## ***Co-operation with the Incumbent in promoting in the Parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical***

### **1. Regular public worship open to all**

#### **a. Service pattern, attendance, and occasional offices**

During 2021 we made a number of small but useful changes to our service pattern, and these continue to evolve as needs change. We are grateful to our retired clergy and Licensed Lay Ministers (LLMs) who work hard to enable us to maintain our service pattern.

Average Sunday attendance for the Parish of Ringwood with Ellingham and Harbridge during 2021, when services were permitted, was 112.

Communicants on Easter Day were 114. At Christmas communicants for the five Churches in the Parish totaled 122. (Numbers were reduced due to the Covid-19 stay at home advice and restrictions in place)

13 baptisms, 17 weddings, 2 blessings, and 26 church funerals were conducted in the Parish. Services for 16 cremations were conducted.

#### **b. Messy Church**

2021 was our ninth year of Messy Church at St John's Church. Unfortunately, we were unable to meet face to face from January to August, inclusive, due to the Covid 19 lockdown and subsequent restrictions. However, the Messy Church team, including members of St Peter & St Paul, produced a monthly YouTube Messy Church video up to July 2021. These were accessed by the families via the Benefice YouTube channel and generated a great deal of interest. Lots of families let us know how grateful they were for the videos and that they were very well received.

During lockdown we held a Zoom Pancake Party, which attracted several families and was a lot of fun. We also delivered an Easter Pack to each Messy Church family containing sunflower seeds with pot and compost, an Easter-Mouse craft kit, puzzles, book, and chocolate eggs. Again, these were very well received and led to lots of socially distanced chats on many doorsteps.

Our first face to face gathering was in September 2021, which was held using a safe-space format. We used RSVP to be certain of numbers and have continued to do so. October's gathering was cancelled at short notice due to an electrical power outage. November's gathering took place but sadly, December's Christmas Special was cancelled due to increased risk from the Covid 19 Omicron variant. However, the already prepared crafts were delivered in large envelopes, along with a Christmas book and card, to the families.

A very big “thank you” goes out to everyone who helped in any way with Messy Church during another very challenging year. Please continue to pray for all the families who attend, or have attended in the past nine years, as we begin Messy Church in 2022.

By Peter & Sara Jackson

### **c. St John's “Diddy Dunkers” Toddler Group**

Diddy Dunkers was unable to meet from January 2021 to August 2021 due to Covid Restrictions.

We began meeting again in September 2021 in St John's Hall and Church. The group meets from 9.15am to 11am every Monday morning during school term time. Covid risk meant the number of families attending was temporarily capped at fifteen. This ensured that the children and adults had plenty of space to move and play safely.

Diddy Dunkers is an all-inclusive, thriving Toddler Group for babies and children from 0-4 years of age. Parents, Grandparents, and some Child Minders attend regularly with their children and enjoy a variety of activities which support physical, social and emotional development.

Diddy Dunkers has a Free-Flow play session during which Parents/Carers can have a hot drink and something to eat. It is a wonderful opportunity to chat and play in a relaxed, happy environment. Coming out of “Lockdown”, the families we've met and chatted with are so grateful and happy that they are able to meet with others and have a secure, safe space where they can bring their children.

After the children have had a drink and snack, the families go into St John's Church for a “Sing-a-long”. The families enjoy a story with “Mr Crocodile” the puppet. We use familiar themes such as caring for our world, being kind, our senses, seasonal change and Christmas. Story time concludes with a short family-friendly prayer and more singing. The children love dancing, action songs, playing percussion instruments and generally having lots of fun! At Christmas, every family was given a copy of a young children's book called “The First Christmas”.

Currently, Diddy Dunkers can accommodate eighteen families which is on a first-come, first-served basis. Diddy Dunkers also has a Facebook page, and a friendly message is posted every week.

Diddy Dunkers would not be able to happen without our wonderful, enthusiastic, dedicated, and prayerful team who care passionately about this area of Family Ministry.

By Sara and Peter Jackson

### **d. Christmas Services**

Advent services were held at Ellingham and for the first time at the Parish Church. These quiet and contemplative services were much appreciated by attendees. No schools attended in 2021 choosing to hold Christmas services and concerts in their school buildings, although Ringwood Junior School used the Parish Church as the setting to record performances by pupils which were then collated into a video for parents. Services of Nine Lessons and Carols were held at All Saints Harbridge and St John the Baptist in Poulner, with the more informal Candlelit Carols again taking place at the Parish Church of St Peter & St Paul. Midnight Communion services took place at St Mary & All Saints Ellingham and at the Parish Church. On Christmas Day services were held across the Parish, with a whole Benefice service at the Parish Church on Sunday 26<sup>th</sup> December remembering St Stephen.

## **2. Sacred space for personal prayer & contemplation**

The PCC and Churchwardens are grateful to the Deputy Churchwardens, Vergers and Cleaners who ensure the buildings are safe and welcoming to visitors and the churches well looked after. Maintenance and repairs have been carried out in all churches in line with Quinquennial Reports.

### **RiMA Report: Parish Church Reordering**

Inevitably, activity was disrupted by the pandemic lockdown and limitation to activity such as fundraising. The main issue remains to make progress on the South Transept Window. The setback was a negative response by the DAC (Diocesan Advisory Committee) on the design of the glazing. A second design was commissioned and evaluated. As a result, the group remains in favour of the original proposal. In the meantime, the glazing and stonework continues to deteriorate. Discussions continue with the DAC at time of writing.

Further deterioration continued with the lighting. Re-lamping was carried out in the summer where accessible with portable scaffolding. Full replacement of the lights (but not the underlying fixed wiring) will be necessary. Such replacement would free us from ongoing maintenance, which is always costly due to the need for scaffolding. Fundraising has started, the fortunate situation is that such work can be carried out in stages when funds become available.

Commitment for the final stages of the chancel repair, conservation, was obtained and has started. This is completing the external roof repair in 2017 and on hold until the wall had dried out fully. Grants were from the Listed Places of Worship Roof Repair Scheme, along with King's College Cambridge, the Hampshire and the Islands Historic Churches Trust, Hampshire County Council, and the William Morris Foundation.

Fundraising for the window was attempted with a series of film nights, again brought short by further pandemic measures. Limited resources in the Benefice to promote and publicise events widely is a major obstacle to effective fundraising.

By Paul Gray

## **3. Pastoral work, including visiting the sick and the bereaved**

- a. Members of the Ministry Team officiating at Baptisms in the Parish continue to prepare families for baptism, as understood by the Church of England. These sessions encourage engagement with the church's families ministry by promoting parent and toddler groups and Messy Churches.
- b. A joint Ringwood Benefice and Avon Valley Churches marriage preparation day for couples seeking to be married in the Parish was held online via Zoom due to Covid restrictions.
- c. All those sick and bereaved who request it are prayed for in weekly intercessions and the sick and housebound visited by clergy and Pastoral Visitors both at home and in hospital.
- d. Our annual service for the Commemoration of the Departed attracted a good attendance.

#### **4. Teaching through sermons, courses and small groups**

##### **Small groups**

The Mothers' Union groups have continued to meet as Covid-19 allows. Small groups across the Parish met for weekly or bi-weekly bible study and prayer.

##### **Youth, Families and Children**

In 2021 we started the year in lockdown from Covid-19, and many of our children's and youth activities went online. Fortunately, we still had Abbi Cooper and Luke Simpkins, our Moorlands students who were with us term time.

Alongside Diddy Dunkers and Messy Church headed up by Peter and Sara Jackson, our other main area of work with young people was our Impact group.

Impact is a group of young people that meets weekly during term time. It's a group for secondary age children and we have a lovely group of 6-7 young people from the different churches in the Benefice.

We continued to meet online during the lockdowns and during our spring term we considered the Fruits of the Spirit, in our summer term we looked at our mental health using the Kintsugi Hope material. After our summer break, in the Autumn term we learnt more about the nature and character of God. When we were able to meet in person, we had great time crabbing down at Mudeford and just before Christmas we were able to go bowling at Tower Park.

In October, four of these young people decided to confirm their commitment to Jesus by being confirmed by Bishop Debbie on Sunday 17th October at Christchurch Priory. It has been a joy and privilege to work with these young people and we are blessed to have Abbi and Luke leading this group with me.

Please continue to pray for these young people on their journey of faith that they continue to grow in knowledge and love of Jesus, that they grow the roots each day in following Him, and their faith is reflected in their lives as they share Jesus with other people.

The YCF team reformed during the summer, and we are currently working together with Andy Saunders to develop a vision and strategy for YCF work into the future ensuring that we can offer sustainable ministry to children, young people and families.

By Revd Kay Pead

#### **5. Taking of religious assemblies (Collective Worship) in schools**

Members of the Ministry Team continue to take assemblies in Ringwood Infants, and Moyles Court which continue to build strong relationships with these schools, many of which hold Christmas services in the Parish Church.

The Vicar continues to partner with Anne Adams to deliver whole year group sessions in Ringwood Junior School, exploring issues including a Christian approach to leadership as well as themes around Easter and Christmas as part of the Bible Explorers program.

## **6. Promotion of Christianity through events, meetings, and the distribution of literature**

When Covid allowed the PCC encouraged outreach through activities such as meals, coffee mornings, concerts, and fairs. Fund-raising events are held at all our churches which allow the community opportunity to engage with us. Unfortunately, due to Covid most major town events such as Carnival and the Ellingham Show were cancelled however, we were able to use the Christmas Light Switch-on to reach out to the townspeople.

The PCC promotes the full range of its activities through a monthly magazine, a weekly notice sheet, a website, social media, church noticeboards and occasional press releases. We continued to post the monthly magazine to our congregation members without access to the internet until the summer, after which, the restrictions lessened, and they were made available to collect in churches.

The Parish is an active member of Churches Together in Ringwood & District. Church members helped to promote the faith within the local community by volunteering outside of the churches throughout the year.

## **Benefice update**

2021 saw both PCCs agree a new structure of ministry within the Benefice. Focal Ministry agreed in the summer of 2020 had seen a partial implementation and success during Advent and Christmas 2020 with local churches taking responsibility for their seasonal events and services. Over the course of 2021, specific local churches have formed teams of Focal Ministers including at St Peter and St Paul, Ringwood, St John's Poulner and All Saints, St Leonards and St Ives. Other local churches will adopt the Focal Ministry model as ministers are identified for particular churches. The Benefice Leadership Team began in the autumn of 2021 to produce a Focal Ministry Covenant detailing the roles and responsibilities of Focal Ministers and Church Committees. Work on this will be completed in 2022.

The autumn of 2021 also saw the Benefice Leadership reformed with clear Terms of Reference agreed by both PCCs.

The Benefice Mission Action Plan (bMAP) lays out four 'big' goals to live out our vision. These are:

- I. Have a toddler group, Messy Church and All Age service in Ringwood, Poulner and St Leonards & St Ives.
- II. Grow three new worshipping communities.
- III. Launch two social enterprises in Ringwood and Poulner that foster community.
- IV. Revitalise, re-imagine, and re-establish rural ministry.

Work towards these four big goals is underway, and the Benefice Leadership Team are currently revising Goals One and Three.

## **RISK MANAGEMENT**

Risk is defined in *The Charities Act 1993 and the PCC* (5th edition, 2017) as 'the threat that an event or action will adversely affect an organisation's ability to achieve its objectives and execute its strategies.' The major risks to which the PCC is exposed have been reviewed and systems or procedures have been designed or improved during the year to manage those risks.

### **Operational risks - to health and safety; upkeep of buildings; employment**

The PCC is grateful to all those who raise concerns through their various committees and show vigilance. A PCC designated officer, Paul Gray, has advised all five churches on implementation of the PCC Health & Safety Policy which was revised in 2015. Risk to the fabric of buildings has been minimised through schedules of repairs and maintenance which follow the recommendations of recent Quinquennial Reports under the watchful eye of the Church Committees, the Churchwardens, and their deputies. Employment Risk has been minimised through ensuring employees of the PCC work under Contracts of Employment, with designated line managers, and are being paid at or above the Living Wage. All have a comprehensive Staff Handbook detailing the PCC's policies on all employment-related matters.

### **Financial risks**

Financial risks to reserves, cashflow, income stability, investments, and fraud. The PCC is committed to reviewing Income and Expenditure to ensure that the Parish is to remain solvent. Costs are minimised through the Church of England's Parish Buying Scheme wherever possible. Mr Matthew Steele is the Parish's Stewardship Adviser. The Parish employs the services of a professional bookkeeper, Ms. Emma Lessells of Coast Book-keeping who works closely with the Treasurer, Mr Roger Dewar. The Parish Accounts have been prepared using Xero, an accounting software package. A Finance Team with representatives from each of the five churches and chaired by Mr Chris Kean was formed in 2020 to assist the PCC Treasurer and provide strategic advice to PCC.

### **External risks**

Risk to the reputation of the PCC can be minimised by encouraging 'Best Practice' in all aspects of the Parish's management, thereby reducing the risk of inappropriate actions that would have a damaging effect on the Parish. This extends both to Staff and Volunteers, all of whom need to be familiar with their duties, trained as required and adhere to laid down procedures where given. The PCC has taken Diocesan advice on procedures for working with volunteers and paid staff and issues a Staff Handbook.

### **Regulatory risks**

The PCC minutes reveal the extent to which we have ensured compliance with Church of England guidelines, Canon Law, Charity Commission regulations, the Statement of Recommended Practice accountancy procedures, Health and Safety requirements, Safeguarding and all other legislation relating to the conduct of its affairs. The PCC regularly updates its policies on Child Protection, Vulnerable Adults, Recruitment of ex-offenders, Health and Safety, Data Protection, Lone Workers, Mission Giving, Use of Legacies, Collections at Pastoral Services, Parish Investments, Levels of Financial Reserves, Environmental Protection, and Risk Assessment.

### **Governance risks**

The PCC relies on a large circle of volunteers without whom the effectiveness of the church would be greatly compromised, and the PCC continues to encourage the development of personal discipleship, and the offering of individuals' prayers, time, and talents, in support of the mission of the Parish, whatever form that may take. Significant risk arises from the fact that the availability of volunteers is decreasing at a time when legal, financial, and other obligations on PCCs are increasing.

## **VOLUNTEERS**

The PCC is always mindful that our most significant resource is the large number of able and willing volunteers we rely on, including those who have been elected to serve as Churchwardens (and their deputies), as PCC officers (and their assistants on the church committees), as committee members, as Members of Deanery Synod, as Foundation Governors of Ringwood Church of England Infant School, as representatives on other bodies (such as Bible Society, Churches Together, Christian Aid), and those who monitor our statutory responsibilities (including Safeguarding, Health and Safety and Data Protection). In addition, there are a number of specially appointed personnel, both paid and voluntary, who work on behalf of the PCC - our Office Manager, our vergers, cleaners, welcomers and sidesmen, gardeners, musicians, readers, intercessors, pastoral visitors and persons authorised to assist in the administration of Holy Communion. The PCC would like to thank everyone who has made a contribution to the smooth running of the Parish by giving their time and by their support and prayers in 2021. As the burden of this work continues to fall on a diminishing pool of volunteers we hope and pray that new people will be called to offer their gifts in the Lord's service.

## **EMPLOYEES OF THE PCC**

In 2021, the following worked as paid employees of the PCC:

- Parish Office and Communications Manager
- Verger
- Cleaner
- Director of Music (Until August 2021)

The PCC is aware of its obligations for automatic enrolment under the Workplace Pensions Scheme and has fully complied with these.

## **THE PARISH OF RINGWOOD CHURCHYARDS**

The Parish Churchyard is closed to further burials and, by reason of the provisions of the Local Government Act 1972, it is the responsibility of Ringwood Town Council to maintain the Church's grounds and paths. We are grateful to our Local Authority for their time and expertise in this respect.

Currently, the Churchyards at St Paul's Bisterne, St Mary's Ellingham and All Saints' Harbridge are open and in the care of the PCC.

## STRUCTURE, GOVERNANCE & MANAGEMENT

### A. PCC Membership

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

By decision of the APCM there are 15 elected members, of whom one third retire annually but are eligible for re-election. Not less than five of the 15 should represent the Parish Church, not less than three should represent St John's Church, not less than two should represent St Paul's Church, not less than three should represent St Mary and All Saints' Church and not less than two should represent All Saints' Church. All are elected for a period of three years. The Licensed Lay Ministers serve on the PCC by annual decision of the APCM.

During 2021 the elected membership totaled 12 and then 11. Sadly, with the loss of the Associate Ministers post Reverend Ian left Ringwood PCC in June 2021. The Vicar wrote of Ian's time:

*"The Reverend Ian Whitham played a substantial role in the formation of the new Benefice in 2017, giving up his previous incumbency as Priest-in-Charge of Hyde, Ellingham & Harbridge to accept the position of Associate Minister in Ringwood Benefice.*

*Ian based mostly at All Saints, St Leonards & St Ives, though latterly acting as a Focal Minister at St John's, Poulner, also led on several ministry areas across the Benefice including evangelism, running several Alpha groups in his time in the Benefice.*

*However, it was Ian's previously undiscovered talent in front of the camera, that fully brought out Ian's strengths as he produced and filmed 'Sunday Live' our online worship during the successive lockdowns of 2021.*

*Ian's strength in ministry was his family who supported him throughout his time in the Benefice. On behalf of the whole Benefice, I wish to extend my deepest thanks for the significant ministry Ian shared amongst us all.*

*Revd Matthew Trick, Vicar"*

Kevin Jones stood down as Deputy Churchwarden of the Parish Church and also as the representative for the Parish Church on the PCC. We would like to thank Kevin for his years of faithful service to the Parish and in particular, the Parish Church.

The representation from the five churches was distributed as follows -

St Peter & St Paul	four
St John's	three
St Paul's	one
St Mary and All Saints'	two
All Saints'	two

No PCC member receives remuneration or other benefit from his or her work with the Parish of Ringwood. All members, as trustees of the Charity, have regard to the Charity Commission's guidance on public benefit.

At the Annual Parochial Church Meeting on 19 April 2015, it was agreed by the members present to

suspend the six-year rule in the Churchwardens' Measure 2001. This decision is reviewed annually at the APCM.

PCC members who have served at any time from 1<sup>st</sup> January 2021 to the date of this report was approved are:

## EX-OFFICIO MEMBERS

<b>Vicar</b>	Reverend Matthew Trick (Chair)
<b>Associate Minister</b>	Reverend Ian Whitham (Until 30 June 2021)
<b>Curates</b>	Reverend Kay Pead Reverend Sandra Matthews
<b>Licensed Lay Ministers</b>	Mrs Elizabeth Halford (Safeguarding Officer) Mr Peter Jackson Mr Stephen Wood Mr Derick Potter Mr Richard Powell (Derick Potter and Richard Powell decline to take their seats on the PCC)
<b>Churchwardens</b>	Mrs Jacqueline Brown re-elected April 2021 Mr Matthew Steele re-elected April 2021
<b>Deputy Churchwardens</b>	Miss Jan Pankhurst (St Peter & St Paul) re-elected April 2021 Mr Kevin Jones (St Peter & St Paul) re-elected April 2021 (Resigned August 2021) Mr Michael Lingam-Wilgoss (Ellingham) re-elected April 2021 Mrs Diana White (Ellingham) re-elected April 2021 Mr Michael Thomas (Harbridge) elected April 2021
<b>Deanery Synod Representatives - to serve for three years from October 2020 - 2023:</b>	Mrs Jacqueline Brown Mrs Heather Casalis de Pury Mr Paul Gray Mr Michael Lingam-Wilgoss
<b>Diocesan Synod</b>	Mr Matthew Steele 2021-2024

## ELECTED MEMBERS

<b>St Peter and St Paul's Church</b>	Mr Roger Dewar 2020 - 2023 (PCC Treasurer) Miss Jan Pankhurst 2020 - 2022 (Deputy Warden SPSP) Mr Kevin Jones elected 2021 - 2022 (Deputy Warden SPSP) (Resigned August 2021) Mrs Samantha Swyer 2019 - 2022 (Data Protection)
<b>St John's Church</b>	Mrs Sara Jackson 2019 - 2022 Mrs Rhoda Curtis 2021 - 2024 Mr Nigel Curtis 2021 - 2024

<b>St Paul's Church</b>	Mr Hallam Mills 2020 - 2023
<b>St Mary and All Saints' Church</b>	Mrs Diana White 2021 - 2022 (Dep Warden Ellingham) Mr Christopher Kean 2019 - 2022
<b>All Saints' Church</b>	Mrs Jane Thomas 2019-2022 Mr Michael Thomas 2021 – 2022 (Dep Warden Harbridge)

## **B. PCC Committees**

**The Parochial Church Council** operates through a number of committees which meet between full meetings of the PCC.

**The Standing Committee** is the only committee required by law and has the power to transact the business of the PCC between its meetings, subject to any direction given by the Council and comprises of the following eight members:

Revd Matthew Trick (Incumbent)  
Mr Roger Dewar (Treasurer)  
Mrs Samantha Swyer (PCC Secretary)  
Mrs Elizabeth Halford (Safeguarding Officer)  
Matthew Steele (St Mary & All Saints, Ellingham)  
Mrs Jacqueline Brown (St Peter & St Paul, Ringwood)  
Mr Hallam Mills (St Paul's, Bisterne)  
Mrs Rhoda Curtis (St John's, Poulner)  
Mr Michael Thomas (All Saints, Harbridge)

Other Committees operate with functions delegated from and reporting to the PCC.

### **Church Committees**

Oversee the day-to-day management of the affairs of each Church and are drawn from, and elected by, members of the congregations who habitually worship in each of the five Churches. These in turn have power to appoint subcommittees as required.

### **Bishop's Commission for Mission (BCM)**

The BCM programme has been developed by Winchester Diocese to support the work of parishes and deaneries by equipping lay people for service. In 2021 Miss Jan Pankhurst took part in the Pastoral BCM, and Mrs Jacqueline Brown took part in the Creation Care BCM. We continue to encourage people to take part in the BCM programme.

All who have taken part in the BCM training are listed below.

Miss Jan Pankhurst	BCM Pastoral and BCM Prayer Champions
Mrs Samantha Swyer	BCM Pastoral and BCM Prayer Champions
Mr Kevin Jones	BCM Pastoral and BCM Prayer Champions
Mrs Elizabeth Halford	BCM Prayer Champions
Mr Sam Pead	BCM Worship
Mrs Jacqueline Brown	BCM Creation Care

## **SAFEGUARDING REPORT**

Year ending 31 December 2021

The Parish of Ringwood continues to be committed to the safeguarding and protection of all children, young people and adults and the establishment of safe, caring communities which provide an environment where victims of abuse can report or disclose abuse and where they can find support and best practice that contributes to the prevention of abuse.

We are delighted to welcome Sara Jackson and Jane Thomas to the Safeguarding Team. Their contribution is greatly appreciated.

It was not possible to carry out an audit of our procedures and practice in 2021 as requested by the Diocesan Safeguarding Team due to the lack of response to requests for information.

In 2021 the Church of England made changes to DBS checks which are now valid for three years and not five. A matrix is available on request from the Parish Office or the Parish Safeguarding Officer which describes the different roles within the Church and the training required for each role. There are also changes to training courses and these are summarised below –

### **STATUS OF OLD COURSES**

The old courses are all still valid and the content of all the courses changes every three years.

Each safeguarding course expires after three years and then only the highest level attained needs to be refreshed i.e. if someone needs basic and foundations for their role then after three years they would only have to refresh the foundations.

Domestic abuse and safer recruitment are separate and if needed for the role these too will need to be refreshed every three years.

### **WHY HAVE THE CHANGES BEEN MADE?**

Following the IICSA reports, the Church of England have made changes to the safeguarding training programme. The National Safeguarding Team has created a range of safeguarding learning pathways for people with roles in the Church of England to complete. Much will stay the same; the main change being to the leadership training which will be seen more as a journey incorporating time for reflection. Please see the attached documents for further information.

In essence the changes are as follows:

**Basic Pathway** (old C0) – this is now an on-line pathway and should only be an in-person delivery in exceptional circumstances.

**Foundations Pathway** (old C1) – this is now an on-line pathway and should only be an in-person delivery in exceptional circumstances.

**New Leadership Pathway** (old C2/C3/C5) – the criteria for attending this pathway has changed significantly, not only in format but also in the criteria of those attending (see attached documents). The pathway requires pre-course work to be completed in the form of a workbook before session one. There are two 90-minute virtual sessions which are a week apart and then, following session two, there is an evaluation (comprising of a personal reflection) which needs to be completed 4-6 weeks after session two. Attendees must attend both sessions of the training and the closing date for bookings is two weeks prior to the 1st session. This is to give ample time for the attendees to complete the pre-course activities contained in the workbook. Attendees must have completed the basic and

foundations pathways before attending the leadership course.

**Leadership for those with PtO** – (Anyone holding PtO or who is a Reader Emeritus whose role does not meet the Leadership Pathway criterion). One three-hour face to face or virtual session with pre-course work and a post course evaluation is also required to be completed 4-6 weeks after the session. Attendees must have completed the basic and foundations pathway before attending the leadership course.

**Local Leadership Course** - This course has been designed locally for those roles that don't quite meet the criteria for the new leadership pathway but require more safeguarding awareness than the Foundations pathway currently offers. This course is currently delivered via zoom and is three hours in duration with no requirement for pre or post course activities to be completed as homework. Attendees must have completed the Basic Awareness and Foundations training before undertaking the Local Leadership course. Please see the training matrix, attached, for those roles which would benefit from this course.

**Safer Recruitment and People Management** - this is now an on-line course and those taking this course must have completed the Basic and Foundations pathways before undertaking this course.

**Raising Awareness of Domestic Abuse** – remains a three-hour course which can be delivered in-house from our trainer, either virtually or face to face.

Disclosure Barring Service checks have continued to be carried out throughout 2021 with zoom checks of identity documents now permitted to replace face to face meetings although this will change as Covid restrictions are lifted. The majority of DBS applications are now made online which significantly reduces the paperwork.

As the scope of Parish activities increases and includes groups designed to support vulnerable adults, we are working to ensure that we are compliant with all safeguarding requirements.

A copy of the Parish's Safeguarding policy adopted by the PCC is available upon request or visit <https://www.ringwoodbenefice.org.uk/safeguarding/>

By Elizabeth Halford  
Parish Safeguarding Officer

### **DBS checks and safeguarding training**

The number of volunteers working in the Parish has continued to grow as the range of activities has expanded.

Both paid and unpaid workers in the Parish undergo Disclosure Barring Service (DBS) checks where the roles bring them into direct contact with children or vulnerable adults.

Safeguarding education and information is an important part of Parish life. All paid and unpaid workers including members of the PCC are required to undertake appropriate levels of training as advised by the Diocesan Safeguarding Registry.

### **Recruitment practice**

The PCC is responsible for the appointment of those working with children, young people, and vulnerable adults, paid or unpaid and has adopted the following guidelines.

- At least two individuals (which could include the incumbent) must be responsible for recruitment.
- Roles should be advertised within Parish notices.
- The recommendation is that applicants complete an application form, although a CV can be used for voluntary roles.
- All applicants should complete a confidential declaration form.
- Review any interest from volunteers and assess suitability against requirements.
- Have an informal discussion with pre-planned and clear questions to assess applicants' suitability for the role.
- Decide who will be offered the role. This decision will be made by the interview panel subject to completion of all checks to the satisfaction of the PCC.
- Once the applicant has been offered the role the applicant should complete an enhanced DBS (Disclosure and Barring Service) application.
- Once all checks are satisfactory and support the interview decision, the person can be formally appointed. It is recommended to add an end date to unpaid roles. This can always be extended but helps set expectations for both parties.
- Have a settling-in period and review throughout.
- Arrange for attendance on Church of England safeguarding training as appropriate.

## **REPORT FROM CHRISTCHURCH DEANERY SYNOD 2021**

The Deanery Synod met four times in 2021, with each meeting having an invited speaker. On 3rd February we welcomed Luke Maundrell from the diocese, who gave a very helpful presentation on stewardship and finance. March 17th was a special meeting called to discuss the diocesan resilience program and the effect it would have on our deanery. We were very grateful to Bishop Debbie and Archdeacon Richard for joining us and answering our questions so honestly. In June, the keynote speaker was Victor Humphrey, a member of the Diocesan Environmental Group. The Saturday Synod in September, including as always, a delicious breakfast, was led by Gary Philbrick, who gave a talk on "The Role of Music in Worship" and our own Matthew Trick, who led a session on "Learning from Covid."

Throughout the year the deanery worked with Andy Saunders to support youth work in the deanery. This included two pop up resourcing events.

We continued to work with Kinkiizi Diocese in Uganda and raised £11800 to support them, mainly through the Lent Appeal and Covid Appeal.

## **ELECTORAL ROLL**

The total number of people on the Electoral Roll in April 2021 for all five churches was 215.

## **DECLARATION**

The Trustees declare they have approved the Trustee's Report above.  
Signed on behalf of the Charity's Trustees.

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Rev'd Matthew Trick  
Chairman  
Date:

## FINANCIAL REPORT

2021 continued the challenges we encountered in 2020 in financial terms.

The continuation of Covid 19 in its various forms for the duration of the year and the subsequent restrictions associated with it resulted in a dramatic reduction in both voluntary giving and our fund-raising activities.

Our Incoming resources from all areas dropped from £233,310 to £186,500. A reduction of almost £47,000 and a fall of £182,00 from 2019.

Unfortunately, our expenditure increased in the 12 months from £218,816 to £225,844.

Overall, therefore our total Capital & Reserves carried forward to 2022 decreased from £350,405 to £311,061.

Looking at these figures a little more closely we find that the closure of our Churches for their normal weekly services for much of the year together with restrictions on the numbers able to attend Weddings and Funerals resulted in a reduction of our receipts from Donations & Legacies from to £135,310 from £185,271 in 2020. The fall in this Income Flow over the past two years amounts to £125,035.

Although our income from Hall Lettings remained fairly static our Fund-Raising Activities were able to resume to a limited extent and produce an income of £8,718 compared to £3,982 in 2021.

The Parish Finance Committee continued to meet regularly during the year to review what essential work could be undertaken within our varied buildings to ensure that the heritage was protected for the future.

This past year has been one when we have been even more grateful to the Trustees of The Friends of Ringwood Parish Church; The Friends of Bisterne Church and The Fabric Appeal Fund at Ellingham who by their continued support have ensured that our buildings have remained in good order.

It was with considerable regret that we were again unable to pay our Common Mission Fund or Parish Share contribution in full for the third year in succession. In 2021 we paid £56,352 compared to £62,658 in 2020 and £107,352 in 2019.

The total Accumulated Fund for our Parish of 5 Churches currently stands at £311,061 of which £234,831 is restricted as to its use.

These difficulties were not entirely unexpected as it became apparent early in 2020 that that the Parish was heading towards a large deficit and severe action would have to be taken.

As you are aware the result of this was that several paid staff positions were made redundant early in the 2020 and the position of Director of Music was made redundant in the past year.

We also made the decision to continue to reduce our payments of the Common Mission Fund and this produced a saving of close to £55,000.

However, we are not the only Parish to do this, and the result is a huge reduction of income for the Diocese. Therefore, the surplus that I mentioned at the beginning of this report has come at considerable cost with the loss of colleagues employed by us and by the Diocese.

Over the past 4 years our reserves have fallen by £153,050 some 33%.

We do not foresee a dramatic improvement in the situation during 2022 although we are hopeful that restrictions on our operations may be eased as the year progresses enabling us to hold full services within our buildings to bring our congregations back and organise some more fund-raising activities within all our five Churches.

However, none of this is certain and the Finance Committee have taken a prudent approach to budgeting for 2022 and have assumed that without any income producing activities the Parish will operate at a small deficit.

It is hoped that if we are able to continue to operate fund raising activities in the year and if our income from collections and donations returns to its pre Covid levels then we might be able to review this towards the end of the year.

Roger Dewar  
PCC Treasurer

THE PCC OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD  
YEAR ENDED 31 DECEMBER 2021

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF  
THE PCC OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD (Charity No:

1134815) FOR THE YEAR ENDED 31 DECEMBER 2021

Independent examiner's Report to the Trustees of the Parish of St Peter and St Paul  
Ringwood.

**Respective 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 applicable Directions given by the Charity Commission under section 14S(S)(b) of the Act.

**Independent examiner's statement**

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 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.

Although, I have no concerns on the actual figures, the PCC is using a software product (Xero) that requires a lot of both software and process knowledge to produce the information the PCC require. This needs to be documented fully to ensure information is freely available to the PCC including the split between Restricted and Unrestricted funds

Lucy Eve ACCA

Vantage Accounting Services Limited



29 March 2022

**THE PCC OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD  
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 31 DECEMBER 2021**

	<b>Note</b>	<b>General Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>2021</b>	<b>2020</b>
<b>INCOMING RESOURCES</b>						
Donations and legacies	2a	112,050	23,783	-	<b>135,833</b>	185,270
Charitable activities	2b	6,708	7,220	-	<b>13,928</b>	9,354
Investments	2c	22	72	325	<b>419</b>	1,258
Church Activities	2d	16,703	200	-	<b>16,903</b>	8,310
Other	2e	9,166	10,250	-	<b>19,416</b>	29,188
<b>TOTAL INCOMING RESOURCES</b>		<b>144,649</b>	<b>41,525</b>	<b>325</b>	<b>186,499</b>	<b>233,310</b>
<b>RESOURCES EXPENDED</b>						
Expenditure on church activities	3a	124,818	87,127	325	<b>212,270</b>	202,751
Expenditure on fund raising	3b	783	-	-	<b>783</b>	645
Other	3c	11,112	1,536	-	<b>12,648</b>	15,420
<b>TOTAL RESOURCES EXPENDED</b>		<b>136,713</b>	<b>88,663</b>	<b>325</b>	<b>225,701</b>	<b>218,816</b>
Net Incoming before transfers		<b>7,936</b>	<b>(47,138)</b>	-	<b>(39,202)</b>	<b>14,494</b>
Un-realised gains / losses		-	-	-	-	723
Total funds brought forward		69,037	270,171	11,197	<b>350,405</b>	335,188
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>76,973</b>	<b>223,033</b>	<b>11,197</b>	<b>311,203</b>	<b>350,405</b>

**THE PCC OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD  
CONSOLIDATED BALANCE SHEET  
YEAR ENDED 31 DECEMBER 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £	Total 2020 £
<b>FIXED ASSETS</b>						
Tangible - Fixtures and equipment	4		5,271		<b>5,271</b>	6,711
Investments	5			11,197	<b>11,197</b>	11,197
		-	5,271	11,197	<b>16,468</b>	17,908
<b>CURRENT ASSETS</b>						
Debtors and prepayments	6	9,602	-	-	<b>9,602</b>	7,323
Bank and cash balances		74,204	218,195	-	<b>292,399</b>	332,498
		83,806	218,195	-	<b>302,001</b>	339,821
<b>LIABILITIES</b>						
Creditors and accruals	7	6,833	432	-	<b>7,265</b>	7,324
<b>NET CURRENT ASSETS</b>						
		76,973	217,763	-	<b>294,736</b>	332,497
<b>NET ASSETS</b>						
		76,973	223,034	11,197	<b>311,204</b>	350,405
<b>REPRESENTED BY</b>						
<b>ACCUMULATED FUNDS</b>						
Unrestricted		76,973			<b>76,973</b>	69,037
Restricted			223,034		<b>223,034</b>	270,171
Endowment				11,197	<b>11,197</b>	11,197
		76,973	223,034	11,197	<b>311,204</b>	330,405

Approved on behalf of the Board of Trustees.

\_\_\_\_\_  
Rev'd Matthew Trick  
Chairman  
Date:

**THE PCC OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2021**

**1 ACCOUNTING POLICIES**

**Basis of accounting**

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction values unless otherwise stated in the relevant notes to these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

All of the Charities operations are continuing.

**Reconciliation with previously 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.

**Preparation of the financial statements on a going concern basis**

There were no material uncertainties about the Charity's ability to continue.

**Funds from activities**

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.

Restricted funds are those that must be spent in accordance with the wishes of the donor and details of the funds held and restrictions are provided in Note 12.

Endowment funds, where the capital must be retained, are also explained in Note 12.

**Funds from activities (continued)**

*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. Tax recoverable on Gift Aid donations is recognised when the donation is recognised. Grants and 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. Funds raised by the social committees and all other incoming resources are accounted for gross.

*Other income*

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

*Income from investments*

Dividends are accounted for when due and payable, and interest entitlements are accounted for as they accrue.

*Gains and losses on investments*

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

**Expenditure**

Grants and donations are accounted for when paid over, or when awarded, if that creates a binding obligation on the PCC. All other expenditure is recognised when it is incurred and is accounted for gross.

**THE PCC OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2021**

**Activities directly relating to the work of the Church**

The Diocesan parish share is accounted for when due. Any parish share unpaid at 31 December is provided for in these financial statements as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

**Fixed assets**

*Consecrated property and moveable church furnishings:*

Consecrated and beneficed property of any kind is excluded from the financial statements by section 10 of the Charities Act 2011, and this policy has been extended to the dedicated property at St John's.

No value is placed on moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.

All expenditure incurred during the year on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

*Other fixtures, fittings and office equipment*

Equipment used within the church premises is depreciated on a 15% reducing balance basis. Individual items of equipment with a purchase price of £3,500 or less are written off when the asset is acquired.

*Investments:*

Investments are valued at market value at 31 December.

*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 uncollectable.

Short term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

During the year the PCC employed an Office Administrator, Organist and Relief Organists, Youth Worker (from 1 September 2015), Vergers, and Cleaners, none of whom earned more than £60,000 per annum. Salaries and wages are included under the appropriate expenses headings.

**THE PCC OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2021**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
<b>2a <u>Donations and legacies</u></b>					
Parish giving scheme - Gift Aid donations	40,423	-	-	<b>40,423</b>	40,688
Parish giving scheme - Non Gift Aid donations	969	-	-	<b>969</b>	-
Gift Aid donations	9,085	-	-	<b>9,085</b>	9,612
Tax recovered	18,211	-	-	<b>18,211</b>	17,892
Other planned giving	9,458	240	-	<b>9,698</b>	9,398
Collections - open plate	12,940	-	-	<b>12,940</b>	7,189
Gift Aid Small Donations Scheme (GASDS)	395	-	-	<b>395</b>	493
General donations and appeals	19,691	12,973	-	<b>32,664</b>	60,405
Transfers between funds	-	-	-	-	-
FAF	779	-	-	<b>779</b>	400
Friends	-	7,663	-	<b>7,663</b>	39,093
Other	99	2,907	-	<b>3,006</b>	100
	<b>112,050</b>	<b>23,783</b>	<b>-</b>	<b>135,833</b>	<b>185,270</b>
	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
<b>2b <u>Charitable Activities</u></b>					
Hall Income	100	5,532	-	<b>5,632</b>	5,372
Fund raising	6,608	1,688	-	<b>8,296</b>	3,982
	<b>6,708</b>	<b>7,220</b>	<b>-</b>	<b>13,928</b>	<b>9,354</b>
	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
<b>2c <u>Investments</u></b>					
Bank interest	22	72	-	<b>94</b>	865
Dividends	-	-	325	<b>325</b>	393
	<b>22</b>	<b>72</b>	<b>325</b>	<b>419</b>	<b>1,258</b>

**THE PCC OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2021**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
2d <u>Church Activities</u>					
Parochial Fees	16,590	-	-	<b>16,590</b>	7,697
Parish News	112	-	-	<b>112</b>	313
Other	-	200	-	<b>200</b>	300
	<u>16,703</u>	<u>200</u>	<u>-</u>	<b><u>16,903</u></b>	<u>8,310</u>
	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
2e <u>Other income</u>					
Listed places of Worship Grant scheme				-	-
Grants	9,166	10,250	-	19,416	29,118
Other	-	-	-	-	-
	<u>9,166</u>	<u>10,250</u>	<u>-</u>	<u>19,416</u>	<u>29,118</u>
<b>TOTAL INCOMING RESOURCES</b>	<b><u>144,649</u></b>	<b><u>41,525</u></b>	<b><u>325</u></b>	<b><u>186,499</u></b>	<b><u>233,310</u></b>

**THE PCC OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2021**

**3 RESOURCES EXPENDED**

	<b>Unrestricted Funds - General</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total 2021</b>	Total 2020
	£	£	£	£	£
3a <u>Expenditure on church activities</u>					
Charitable Giving					
Secular Charities	863	1,044	-	<b>1,907</b>	5,328
Ministry					
Diocese Parish Share	56,352	-	-	<b>56,352</b>	62,658
Clergy	2,929	-	-	<b>2,929</b>	3,052
Others	-	-	-	-	-
Church running costs	21,308	185	-	<b>21,493</b>	25,413
Fabric Repairs & renewals	17,970	76,450	325	<b>94,745</b>	47,913
Fabric Repairs & Renewals funded by friends	-	1,865	-	<b>1,865</b>	24,994
Upkeep of services	792	-	-	<b>792</b>	1,124
Organist, choir and music	2,652	215	-	<b>2,867</b>	2,086
Messy church	-	106	-	<b>106</b>	183
Training	109	-	-	<b>109</b>	263
Upkeep of church yards	2,268	209	-	<b>2,477</b>	1,138
Upkeep of church halls	38	6,426	-	<b>6,464</b>	4,749
Salaries	16,519	-	-	<b>16,519</b>	21,013
Oher	3,018	627	-	<b>3,645</b>	2,837
	<b>124,818</b>	<b>87,127</b>	<b>325</b>	<b>212,270</b>	<b>202,751</b>

	<b>Unrestricted Funds – General</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total 2021</b>	Total 2020
	£	£	£	£	£
3b <u>Expenditure on raising funds</u>					
Donations	-	-	-	-	76
Events	783	-	-	<b>783</b>	569
	<b>783</b>	<b>-</b>	<b>-</b>	<b>783</b>	<b>645</b>

**THE PCC OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2021**

	Unrestricted Funds – General	Restricted Funds	Endowment Funds	Total 2021	Total 2020
	£	£	£	£	£
3c <u>Other</u>					
Independent Examination	1,800	-	-	1,800	2,400
Professional and other	-	96		96	666
Support costs (Parish Office expenses)	8,392	-		8,392	8,521
Other	920	1,440		2,360	3,833
	11,112	1,536	-	12,648	15,420
<b>TOTAL RESOURCES EXPENDED</b>	<b>136,713</b>	<b>88,663</b>	<b>325</b>	<b>225,701</b>	<b>218,816</b>

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2021	Total 2020
	£	£	£	£	£
<b>4 <u>TANGIBLE FIXED ASSETS</u></b>					
<b><u>- FIXTURES AND EQUIPMENT</u></b>					
<b>GENERAL</b>					
Gross book value					
1 January	5,936	52,306	-	58,242	58,242
31 December 2021	5,936	52,306	-	58,242	58,242
Depreciation					
1 January	5,936	45,595	-	51,531	50,091
Charge		1,440		1,440	1,440
31 December 2021	5,936	47,035	-	52,971	51,531
Net Book value					
31 December 2021	-	5,271	-	6,711	6,711
31 December 2020	-	6,711	-	8,151	8,151

**THE PCC OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2021**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>5 <u>INVESTMENT ASSETS</u></b>					
Mary Ayles Fund					
CBF Investment Fund Income shares					
547.61 shares					
As at 1 January	-	-	11,197	<b>11,197</b>	10,474
Unrealised Gain	-	-	-	-	723
Valuation as at 31 December 2021	<b>-</b>	<b>-</b>	<b>11,197</b>	<b>11,197</b>	<b>11,197</b>

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>6 <u>DEBTORS AND PREPAYMENTS</u></b>					
Sundry Debtors	9,602	-	-	<b>9,602</b>	7,323
Prepayments and accrued income	-	-	-	-	-
	<b>9,602</b>	<b>-</b>	<b>-</b>	<b>9,602</b>	<b>7,323</b>

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>7 <u>LIABILITIES - AMOUNTS DUE LESS THAN ONE YEAR</u></b>					
Sundry creditors	4,433	432	-	<b>4,865</b>	4,324
Independent Examiners fee	2,400	-	-	<b>2,400</b>	3,000
	<b>6,833</b>	<b>432</b>	<b>-</b>	<b>7,265</b>	<b>7,324</b>

	<b>Total 2021</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>
<b>8 <u>STAFF COSTS</u></b>		
Salaries	<b>16,519</b>	21,013
National Insurance	<b>-</b>	-
	<b>16,519</b>	<b>21,031</b>

**THE PCC OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2021**

**9 INDEPENDENT TRUSTS**

**The Friends of Ringwood Parish Church**

During 2021 the Trustees made donations totalling £3,691 to Ringwood Parish Church (2020 £34,236).

**The Friends of Bisterne Church**

During 2021 the Trustees made donations totalling £3,348 to St Paul's Church Bisterne (2020 £3,756).

**The Friends of St Mary Church Ellingham**

During 2021 the Trustees made donations totalling £354 to St Mary' Church Ellingham (2020 £1,101).

**10 CONNECTED PERSONS – MEMBERS OF THE PCC**

No payments or expenses were paid to any other PCC member, persons closely connected with them, or related parties.

**11 SUPPORT COSTS**

The support costs are almost exclusively in connection with the activities of the churches of the Parish and any apportionment of this amount to other headings is not practicable.

**12 ACCUMULATED FUNDS**

**Endowment Funds**

The Mary Ayles Fund is a permanent endowment which requires income to be spent on the fabric of the Parish Church of St Peter and St Paul.

**Restricted Funds**

The restrictions applicable to the use of the Restricted Funds, are as follows:

Atrill Family Tomb:	care of the Atrill tomb and vault in the Parish Churchyard. This represented a one-off payment (10 years retrospectively and 90 years in advance) of 100 years' worth of 50p bequeathed in the Atrill Will.
Beacons:	the benefit of children at the Parish Church.
Bells and Belfry:	the repair/maintenance of the bells of the Parish Church.
Challis:	the charitable and educational work of the Church of England at St John's Church.
Fabric:	the repair and preservation of the historical buildings.
Mission:	specific charitable purposes as decided upon by the PCC.
Parish Rooms:	the repair/maintenance of the Parish Rooms.
Penrose:	the charitable and educational work of the Church of England in the Parish of Ringwood.
Re-ordering:	the provision of Clergy Stalls when the Parish Church is re-ordered.
St John's Church Hall:	the repair/maintenance of St John's Church Hall, Poulner.
Thomas Trust:	the fabric of St John's Church, Poulner.

**THE PCC OF THE PARISH OF ST PETER AND ST PAUL RINGWOOD**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2021**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2021	Total 2020
<b>Ringwood PCC</b>					
General	9,708	-	-	<b>9,708</b>	14,578
Parish office	-	5,453	-	<b>5,453</b>	6,861
Penrose	-	17,033	-	<b>17,033</b>	17,033
Mission	-	-	-	-	-
	<b>9,708</b>	<b>22,486</b>	<b>-</b>	<b>32,194</b>	<b>38,472</b>
<b>St Peter and St Paul Church</b>					
General	43,522	-	-	<b>43,522</b>	25,887
Atrill tomb	-	-	-	-	50
Ayles	-	-	11,197	<b>11,197</b>	11,197
Beacons	-	29	-	<b>29</b>	29
Bells & Belfry	-	2,031	-	<b>2,031</b>	2,031
Fabric	-	27,767	-	<b>27,767</b>	65,150
Audio Visual	-	1,123	-	<b>1,123</b>	500
Flowers	-	-	-	-	77
Choir	-	146	-	<b>146</b>	-
Window	-	5,663	-	<b>5,663</b>	5,159
	<b>43,522</b>	<b>36,759</b>	<b>11,197</b>	<b>91,478</b>	<b>110,080</b>
<b>St John's church</b>					
General	(6,224)	-	-	<b>(6,224)</b>	3,462
Challis	-	99,320	-	<b>99,320</b>	105,053
Organist (Designated fund)	15,337	-	-	<b>15,337</b>	15,331
Hall	-	19,955	-	<b>19,955</b>	27,139
Thomas Trust	-	22,230	-	<b>22,230</b>	22,287
	<b>9,113</b>	<b>141,505</b>	<b>-</b>	<b>150,618</b>	<b>173,272</b>
<b>St Paul Church</b>					
General	7,437	-	-	<b>7,437</b>	4,801
Other	-	3,000	-	<b>3,000</b>	-
	<b>7,437</b>	<b>3,000</b>	<b>-</b>	<b>10,437</b>	<b>4,801</b>
<b>Ellingham Church</b>					
Choir	-	294	-	<b>294</b>	118
Other	-	67	-	<b>67</b>	67
General	(47)	-	-	<b>(47)</b>	(436)
	<b>(47)</b>	<b>361</b>	<b>-</b>	<b>314</b>	<b>(251)</b>
<b>Harbridge Church</b>					
General	7,240	-	-	<b>7,240</b>	5,414
Fabric	-	18,923	-	<b>18,923</b>	18,617
	<b>7,240</b>	<b>18,923</b>	<b>-</b>	<b>26,163</b>	<b>24,031</b>
<b>TOTAL ACCUMULATED FUNDS</b>					
	<b>76,973</b>	<b>223,034</b>	<b>11,197</b>	<b>311,204</b>	<b>330,405</b>