



**ANNUAL PAROCHIAL  
CHURCH MEETING  
3rd April 2022**

# **AGENDA AND REPORTS 2021**

## Contents

Item	Report	Page
Agendas and Minutes	Vestry Meeting Agenda	2
	APCM Agenda	2
	PCC Agenda	2
	Vestry Meeting Minutes	3
	APCM Meeting Minutes	3
Church Management	Annual Report and Financial Statements	5
	Churchwardens' Report incorporating the Review of the Year and Fabric Report	7
	Treasurer's Report	8
	Independent Examiner's Report	10
	Accounts for year ended 31 December 2021	11
	Giving Report	15
	Electoral Roll Officer's Report	16
	Safeguarding Officer's Report	16
Deanery Synod Report	16	
Leading, Service Support and Worship	Sound and Vision	18
	Music Group	18
Homegroups	Monday Evening	18
	Tuesday Evening	18
	Wednesday Evening	19
Church Liaison	Open the Book	19
Mission and Outreach	Men's Breakfast	20
	St James Strollers	21
	Friday Coffee Morning and Cross of Nails Prayers	21
	Granny Wagon	21
	Jolly J's	21

## **AGENDAS 3<sup>rd</sup> April 2022**

### **Vestry Meeting Agenda**

1. Opening Prayer
2. Minutes of last year's Vestry Meeting (see page 3)
3. Election of Churchwardens
4. Closing Prayer

### **Annual Parochial Council Meeting Agenda**

1. Opening Prayer
2. Apologies for Absence
3. Minutes of Last Year's Annual Parochial Church Meeting (see page 3)
4. Matters Arising
5. Reports
6. Elections and Appointments:
  - 6.1 Election of PCC members
  - 6.2 Appointment of Independent Examiner of the Accounts  
(Note: Mrs Elizabeth McBride is willing to continue)
7. Any Other Business
8. Date of Next Meeting
9. Closing Prayers

### **Parochial Church Council Meeting Agenda**

To elect the following officers:

1. Vice Chair
2. Secretary
3. Treasurer
4. Electoral Roll Officer
5. Members of the PCC Standing Committee

*Note: The PCC must appoint a Standing Committee of at least five people. The Incumbent and churchwardens are members ex-officio. The PCC must appoint at least another two PCC members, one of whom will normally be the Treasurer. The Standing Committee has authority to carry out PCC business between PCC meetings but is accountable to the PCC.*

**ST JAMES CHURCH, SOUTHAM**

**MINUTES OF VESTRY MEETING and**

**ANNUAL PAROCHIAL CHURCH MEETING 25<sup>th</sup> April 2021**

**Vestry Meeting for the Purpose of Electing Two Churchwardens**

**1. Welcome and Prayer**

Rev. Vikki Bisiker welcomed everyone to the meeting and opened with prayer.

**2. Minutes of Vestry Meeting held on 22<sup>nd</sup> October 2020**

Approved by Ruth Tresidder, seconded by Jan Ford. Unanimously approved

**3. Election of Churchwardens**

Stephen Adams is prepared to stand again as Church Warden. Vikki thanked Stephen for all his hard work over the last year. Stephen's knee is beginning to hamper his mobility issues and wanted the church family to be aware as he will need support as churchwarden going forward if re-elected. Vikki emphasised that others needed to offer help and support to Stephen in his role and that Stephen and Vikki were discussing how the workload and duties of a Churchwarden could be shared.

There being no other candidates, it was unanimously agreed that Stephen should continue as churchwarden. (Juliet Houghton proposed, Hilary Crosby seconded.)

**Annual Parochial Church Meeting: Members present 23**

**1. Welcome**

Vikki Bisiker welcomed everyone to the meeting.

**2. Apologies**

Bill King, Sue Boniface

**3. Minutes of Annual Parochial Church Meeting held on 22<sup>nd</sup> October 2020**

Proposed by Barry Parker and seconded by Margo Grant. The minutes were approved unanimously.

**4. Matters Arising**

Vikki Bisiker thanked the PCC for all their hard work over the last year. Vikki's interim ministry ended in April 2020 and she has a sole candidate interview on May 5<sup>th</sup>.

Different teams will be needed going forward – a buildings team is essential. Thanks to Sam Talbot and Annie Lane for clearing the churchyard. Annie has met with Stephen Cole who has kindly volunteered his labour free of charge to help repair the railings. Funding will be needed for the steel and paint. It was suggested that an electronic file be set up so that those wanting to help can access the information independently.

**Action: Electronic file to be created.**

Live worship – currently funerals outside only with no more than 30 people. For weddings, baptisms and wakes 15 people only. Until May 17<sup>th</sup> unable to mingle, after that maximum of 30 people gathering outside and only 6 people or 2

households indoors. No information about June 21<sup>st</sup> has been released yet. Even those who have had the vaccine can still spread Covid-19. For social distancing in church, we could have 30-35 people in at once.

Feelings are running high about St James reopening as other churches are starting to open. Online bookings are being used in some churches, but we need to bear in mind that not everyone has or wants internet access. It was discussed that the congregation has not been asked to help Vikki, however people have free will and have been able to volunteer at any point, no one offered to help set up zoom church. Vikki reminded all that the church has been available for private prayer since the pandemic began and has only had 2 requests in 12 months. It's also clear that as there is currently no administrator Vikki has also had to deal with and take on that role. Vikki has also undertaken more funerals in the last 12 months than all those from 2008-2020 combined. Vikki wanted to thank John and Ruth Tresidder for their support with funerals.

**5. Reports**

The restricted fund page was missing from the report but was circulated before the meeting. Reports approved by 22, 1 abstain.

**6. Elections for the PCC**

The current term of office for Jan Ford, Bill King and Heather Shackleton are up for renewal. All have agreed to re-stand. Unanimously agreed.

**7. Treasurer and Appointment of Independent Examiner**

Vikki thanked Ruth for all her work as treasurer. Ruth is available if John needs any support. Thanks also to Elizabeth McBride for her voluntary work in examining the accounts, having offered to continue she was reappointed unanimously.

**8. Any Other Business**

Thanks were expressed to Barry and Jill Parker for all their hard work over the last year. Pat Adams was also thanked in her role supporting Stephen. Thanks were expressed to Vikki for everything over the last year and the emotional demands that have been placed on her.

**Date of next meeting: Sunday April 3<sup>rd</sup> 2022 at 11am after the service.**

The meeting closed in prayer.

Chair..... Date.....

**REPORTS**

**Church Management**

**Annual Report and Financial Statements for  
the year ended 31 December 2021**

**Priest-In-Charge**

Rev. Vikki Bisiker

**Parish Administrator**

Louise Kirby (Appointed 10 January 2022)  
The Parish Office  
74D Coventry Street  
Southam  
CV47 0EA

**Bankers**

Lloyds Bank plc  
6 High Street  
Southam  
CV47 0HA

**Independent Examiner**

Mrs Elizabeth McBride ICMA  
1 Park Lane  
Harbury  
CV33 9HX

## **Annual Report for 2021**

The PCC co-operates with the incumbent in promoting, within the parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical.

The PCC is a charity excepted from registration with the Charity Commission in the Southam Deanery in the Diocese of Coventry. Members of the PCC are either ex officio or elected by the annual parochial church meeting in accordance with the Church Representation Rules.

The PCC has no connected charities.

Although the role of our parish administrator remained vacant throughout 2021 the PCC have appointed Louise Kirby who took up her role on 10<sup>th</sup> January 2022.

No member of the PCC, or any connected person, has benefited financially from the PCC. Expenses incurred on behalf of the PCC have been reimbursed.

During the year the following served as members of the PCC:

Revd. Vikki Bisiker*	Incumbent
Stephen Adams*	Warden, Reader and Deanery Synod Representative
Barry Parker*	Deanery Synod Representative, Vice Chair PCC and Lay Chair Deanery Synod
Margo Grant	Electoral Roll Officer, Deanery Synod Representative from 22 October 2020
Pat Adams	Elected
Hilary Crosby	Elected
Jan Ford	Elected
Tom Harriden	Elected
John Hedge*	Elected and Treasurer
Andrea Hugo*	Elected, PCC Secretary
Bill King	Elected
Heather Shackleton	Elected, Safeguarding Officer
Jenny Thorne	Elected

\*Standing Committee members

The PCC also has maintenance responsibilities for the fabric of the church and of the churchyard.

Following revision there are currently 87 members on the Church Electoral Roll.

The statement of the financial activities for the year is set out in this Annual Report together with the Treasurer's Report, see pages 8 - 14. With the guidance and assistance of our treasurer, John Hedge, we maintained a very strict control over church expenditure and fully met our agreed Parish Share commitment for 2021 reflecting our commitment to increase Parish Share contributions in increments of £5,000 each year over a four-year period ending April 2020.

The full PCC met on seven occasions during 2021 with an overall attendance rate of 90%.

The PCC is supported in its duties by a Standing Committee, to enable urgent decisions which have been properly delegated to be taken between PCC meetings and a Fabric

Committee to look after the church buildings, etc. The minutes and reports of their meetings were received by the full PCC.

The PCC is fully aware of the risk factors involved in the running of church affairs and continues to ensure that all our properties are adequately insured, including public liability.

Mrs Elizabeth McBride has again kindly agreed to examine the Accounts and the PCC is very grateful to her for the time she has spent on this.

The church office has been closed since March 2020 because of the Covid-19 Pandemic.

Copies of the PCC minutes have not been displayed on the noticeboard at the back of church after each meeting due to Covid-19 but are available upon request.

As you would expect, a lot of the detail of what is discussed at the PCC meetings is covered in the following reports. In addition, detailed reports of other groups and activities associated with St James are set out in this Annual Report.

The Parochial Church Council has approved the reports for submission to the APCM.

## **Churchwarden's Report incorporating the Review of the Year and Fabric Report**

During 2021 St James had only one Churchwarden. The pandemic continued to have a great impact on individuals and on community and church life. From the beginning of the church year in April 2021, Homegroup and PCC meetings continued to take place on Zoom, and weekly services were made available for on-line access via YouTube. The "pastoral groups" formed during 2020 continued to provide communication of information and support to everyone across the congregations.

After many years in the "Interim" position, following a formal interview on May 5<sup>th</sup> 2021 Rev Vikki Bisiker was appointed to the position of Priest in Charge for St James Southam.

After being closed since March 2020, St James Church building was reopened for "Morning Prayer" on May 23<sup>rd</sup> 2021. This was an "open house" for a time of quiet on a Sunday morning either individually or in household "bubbles", and a printed service was made available.

Sadly on 14<sup>th</sup> July 2021 I had to report to PCC that Rev Vikki had been signed off work by her GP due to "work related stress". The "open house" Morning Prayer service continued through the summer months and on Sunday September 12<sup>th</sup> a regular morning service led from the platform commenced using a Powerpoint derived from Rev Martin Green's on-line video service. In due course Rev Vikki started preparing the online service for St James and we started to use that for the Sunday Service in the building also. At the time of this report Rev Vikki is following a phased return to work and as yet has not taken any "live" services apart from the open air Remembrance Service in November.

Early 2021 discussions with the Diocese regarding the possibility of alternative housing for Rev Vikki led to an investigation including visits to Southam by the Diocesan Property Department which concluded that there was no other building available in Southam that



was more suitable or appropriately adaptable for use as a vicarage than the existing Rectory. After members of the Diocesan team met with Rev Vikki in the Rectory in the Autumn of 2021 a plan of works was agreed and repairs, adaptation and improvement works started early in 2022, which at the time of writing were still not complete although Rev Vikki moved into the Rectory at the end of February.

Regarding the fabric of the Church Building and the Churchyard, impressive on-going work by a small group of volunteers has now cleared the majority of a vast amount of ivy and other undergrowth and the railings along the central path have been repaired and repainted by volunteers for the cost of just the necessary steel and paint. A faculty for the repair of the South Porch Doors was applied for, at this point in time the final decision on the faculty is awaited and it is hoped that this work will commence in the Spring of 2022. No other significant fabric works are in view at the moment. St James Church unfortunately is still unable to attract a donation income to match its running costs and thus during 2021/22 has continued to draw on its reserves to make ends meet financially, and although there have been a few offers of assistance it has still not been possible to gather enough volunteers to form a "Buildings Team" to guide future repair and redevelopment of the Church building.

In closing I have now served as Churchwarden at St James since 2015 having also been a member of the leadership team and PCC since the time of Justin Welby. At last year's APCM I stated that I would serve one more year as Churchwarden and accordingly I will be standing down from the role at this year's APCM.

I would like to express my huge gratitude to all our volunteers and especially for all those who have made my job easier in so many ways, and particular mention and thanks must go to John and Ruth Tresidder who have continued to work many hours often in the background on behalf of St James, particularly in relation to funerals and the many and varied enquiries regarding burial spaces and monuments in the churchyard.

***Stephen Adams – Church Warden***

## **Treasurer's Report**

I took over as Treasurer in January 2021 and begin this report with a massive thank you to my predecessor Ruth Tresidder who has been a great help to me throughout the year and also in preparing these accounts. I would also like to sincerely thank everyone who has continued to support the church financially throughout the year. The PCC is very grateful to all who have contributed.

The accounts are accompanied by detailed notes but it is worth highlighting the following items:

- General income through planned giving, blue and yellow envelopes and loose plate collections increased to £43,416.17 compared with £35,228.79 in 2020. Payments, however, exceeded income by £25,196.16.
- We paid our parish share of £57,424 in full. It will remain at the same level for 2022.

- General repairs to the building (such as annual maintenance/statutory checks on the gas boilers, lightning conductor, clock, fire extinguishers) cost £5,747.08. This includes window repairs amounting to £2,475, of which £2,225 was reclaimed through insurance.
- Parochial church fees amounted to £3,164, a very similar amount to last year. I anticipate this to increase in 2022, as more weddings are planned to be held.
- Maintenance of the churchyard and emptying of the skip cost £7,505.82. This includes a total of £245.82 for the repair of the railings and clearing of ivy in the churchyard. I would like to thank Sam Talbot and Annie Lane for undertaking and organising this work and Colecraft Engineering who did not charge for any labour for their work. The vast majority of the funds for the railings were donated in response to a specific appeal.
- We have not employed an office administrator throughout 2021 and expenses do not include any salary costs. As our new Administrator started on 10 January, in 2022 we will need to meet additional costs of approximately £6,500.
- We are extremely grateful to Liz McBride for examining our church accounts at no charge.

The PCC is discussing what proportion of reserves should be designated for building repairs. This is a multi-layered debate as there are many pressures on our finances but it is recognised that there is essential work required to the fabric of the building. Once funds have been allocated, however, there is an overarching need for a Buildings Team to oversee, manage and coordinate any repair work and the administration associated with it. Accordingly, the PCC is requesting your help and support in organising this work. Please contact us if you think that you can help with applying for grants, obtaining the necessary approvals from the Diocese, coordinating with building firms and the general management of the project. There is a critical need for help if this work is to be completed quickly.

In summary, as has been the case in recent years, expenses have significantly outweighed our income. The balance of £154,992.51 in the General Account is purely made up of legacy money received in 2018, 2020 and one received in 2021. Without a substantial increase in general income there will continue to be a considerable shortfall which will reduce reserves further. I appreciate fully the current challenges that we face as a Church and those that many of us are having to cope with from a broader economic perspective, but I encourage us all to consider seriously our levels of giving.

I ask for your prayerful support as the Church family, individually and collectively, considers how best to manage our resources and to confront the challenges around our finances.

If you would like more in depth information about our accounts, please do contact me.

**John Hedge – 07702 860955**

**Independent Examiner’s Report**

**Independent examiner’s report to the Parochial Church Council of St James, Southam**

I report on the accounts of St James’ Church, Southam for the year ended 31 December 2021.

*Respective responsibilities of trustees and examiner*

The charity’s trustees, that is, the members of St James, Southam PCC, are responsible for the preparation of the accounts. The charity’s trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

**Basis of independent examiner’s report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. My examination includes a review of the accounting records kept and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a ‘true and fair view’ and the report is limited to those matters set out in the statement below.

**Independent examiner’s statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the 2011 Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Elizabeth McBride 1 Park Lane, Harbury, Leamington Spa

Date: 21<sup>st</sup> March 2022

**ST JAMES CHURCH SOUTHAM - ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021**

		Actual 2021		Actual 2020				
Note	Unrestricted	Designated	Restricted	TOTAL	Unrestricted	Designated	Restricted	TOTAL
<b>INCOMING RESOURCES</b>								
<b>From Donors</b>								
1a	40,954.61		295.00	41,249.61	31,375.35	277.40	300.00	31,952.75
1b	9,810.71	75.60	22.50	9,908.81	8,723.52		409.14	9,132.66
1c	2,461.56			2,461.56	3,853.44			3,853.44
1d	1,522.98		258.95	1,781.93	1,356.81	215.08	244.82	1,816.71
1e	250.00		2,225.00	250.00	152,641.54		1,046.99	152,641.54
Insurance Claims			2,225.00	2,225.00	647.01		5,000.00	1,694.00
Grants					2,415.19			7,415.19
<b>Total donated income</b>	<b><u>54,999.86</u></b>	<b><u>75.60</u></b>	<b><u>2,801.45</u></b>	<b><u>57,876.91</u></b>	<b><u>201,012.86</u></b>	<b><u>492.48</u></b>	<b><u>7,000.95</u></b>	<b><u>208,506.29</u></b>
<b>Fees</b>								
PCC	3,164.00			3,164.00	3,065.00			3,065.00
<b>Total regulated fees</b>	<b><u>3,164.00</u></b>			<b><u>3,164.00</u></b>	<b><u>3,065.00</u></b>			<b><u>3,065.00</u></b>
<b>TOTAL INCOMING RESOURCES</b>	<b><u>58,163.86</u></b>	<b><u>75.60</u></b>	<b><u>2,801.45</u></b>	<b><u>61,040.91</u></b>	<b><u>204,077.86</u></b>	<b><u>492.48</u></b>	<b><u>7,000.95</u></b>	<b><u>211,571.29</u></b>
<b>EXPENSES</b>								
<b>Diocesan costs</b>								
Parish share	57,424.00			57,424.00	50,886.00		5,000.00	55,886.00
<b>Total Diocesan costs</b>	<b><u>57,424.00</u></b>			<b><u>57,424.00</u></b>	<b><u>50,886.00</u></b>		<b><u>5,000.00</u></b>	<b><u>55,886.00</u></b>
<b>Clergy &amp; Service costs</b>								
Clergy expenses	135.00			135.00	304.20			304.20
Altar supplies	166.39			166.39	35.10			35.10
Music	568.58			568.58	552.37			552.37
Other	110.00			110.00	100.00			100.00
<b>Total costs</b>	<b><u>979.97</u></b>			<b><u>979.97</u></b>	<b><u>991.67</u></b>			<b><u>991.67</u></b>

ST JAMES CHURCH SOUTHAM - ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2021

	Note	Actual 2021			Actual 2020			TOTAL
		Unrestricted	Designated	Restricted	Unrestricted	Designated	Restricted	
<b>EXPENSES (Continued)</b>								
<b>Administration</b>								
Administrator	4a				3,724.50			3,724.50
Office supplies	4b	1,673.76			1,710.97			1,710.97
Other	4c	229.71			109.14	88.78		197.92
Office telephone		445.18			438.89			438.89
Church Office	4d	4,217.06			4,392.05			4,392.05
<b>Total Administration costs</b>		<b>6,565.71</b>			<b>10,375.55</b>	<b>88.78</b>		<b>10,464.33</b>
<b>Maintenance</b>								
Utilities	5a	1,938.04			1,435.14			1,435.14
Insurance	5b	6,449.62			6,427.03			6,427.03
General repairs	5c	2,475.09		3,271.99	2,916.25		1,670.69	4,586.94
Churchyard	5d	7,337.82		168.00	7,199.08		1,048.52	8,247.60
<b>Total Maintenance costs</b>		<b>18,200.57</b>		<b>3,439.99</b>	<b>17,977.50</b>		<b>2,719.21</b>	<b>20,696.71</b>
<b>Ministry support</b>								
Appeals & charitable giving							583.00	583.00
Children & home mission	6a	189.77	61.20		82.40	745.46	180.19	1,008.05
<b>Total Ministry support</b>		<b>189.77</b>	<b>61.20</b>		<b>82.40</b>	<b>745.46</b>	<b>763.19</b>	<b>1,591.05</b>
<b>TOTAL EXPENSES</b>		<b>83,360.02</b>	<b>61.20</b>	<b>3,439.99</b>	<b>80,313.12</b>	<b>834.24</b>	<b>8482.40</b>	<b>89,629.76</b>
<b>SURPLUS/DEFICIT FOR THE YEAR</b>								
Transfers between Funds		-25,196.16	14.40	-638.54	123,764.74	-341.76	-1,481.45	121,941.53
Net movement in Funds		-25,196.16			66.30	-66.30		
Add Reserves b/fwd at 01 Jan 2021		180,188.67			123,831.04	-408.06	-1481.45	121,941.53
<b>TOTAL RESERVES 31 DEC 2021</b>		<b>154,992.51</b>			<b>180,188.67</b>			

**RESTRICTED FUNDS MOVEMENT**

Fund Description	Balance 01 Jan 21 £	Receipts £	Payments £	Balance 31 Dec 21 £
Audio-visual/technology	38.81	0.00	0.00	38.81
Booklets	16.37	0.00	0.00	16.37
Building maintenance	1,046.99	2,558.95	3,271.99	333.95
Children ex Infant Welfare Trust	6,616.07	0.00	0.00	6,616.07
Churchyard maintenance	90.00	242.50	168.00	164.50
Flower Fund	122.06	0.00	0.00	122.06
Granny Wagon	97.12	0.00	0.00	97.12
International	88.86	0.00	0.00	88.86
John Milner Organ Fund	601.22	0.00	0.00	601.22
"Messy Church"	289.64	0.00	0.00	289.64
	<b>9,007.14</b>	<b>2,801.45</b>	<b>3,439.99</b>	<b>8,368.60</b>

**DESIGNATED FUNDS MOVEMENT**

Fund Description	Balance 01 Jan 21 £	Receipts £	Payments £	Balance 31 Dec 21 £
Mission	20,642.19	75.60	61.20	20,656.59
	<b>20,642.19</b>	<b>75.60</b>	<b>61.20</b>	<b>20,656.59</b>

**LIABILITIES – Agency Collections**

**1,423.00**

£

**LIQUID FUNDS AS AT 31 DECEMBER 2021**

Bank 185,440.70

**TOTAL FUNDS**

Less Restricted Funds held on behalf of others as per above 8,368.60

Less Designated Funds 20,656.59

Less Liabilities – Agency Collections 1,423.00

**St James Funds at 31 December 2021**  
see Receipts & Payments A/c

**154,992.51**

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**Accounts for the Year Ended 31 December 2021**

**NOTES RELATING TO 2021 ACCOUNTS**

Breakdown of totals Receipts and Payments Account

**Income**

- 1a All tax reclaimable giving from standing orders paid into bank account, weekly numbered envelopes and yellow envelopes (unrestricted). We are grateful for one off donations received towards the General Fund (unrestricted) and building maintenance and the churchyard (restricted).
- 1b Tax reclaimed from above and from the Gift Aid Small Donations Scheme from 1st October 2020 to 30th September 2021.
- 1c Planned giving that may not qualify for tax relief and loose plate collections.
- 1d Unrestricted includes one off donations, insertions in the Book of Remembrance, reimbursement for work to the building and work in the churchyard. Restricted includes donations to the churchyard and reimbursement for building work.
- 1e We are extremely grateful for the bequest from the estate of Sybil Riley deceased.

**Expenditure**

- 2a Our contribution to Coventry Diocese.
- 3a Clergy expenses and telephone.
- 3b Upkeep of services etc.
- 3c Licence fee for 2021.
- 3d Visiting clergy undertaking funerals.
- 4a Our Administrator retired during 2020 and no one was appointed during 2021. Due to covid restrictions the office was unmanned all year.
- 4b Includes rental and maintenance of photocopier, stationery, updating the Book of Remembrance and website.
- 4c Refreshment expenses.
- 4d Rental of Church Office and associated utilities.
- 5a Gas and Electricity supplies and Water rates for St James Church.
- 5b Insurance of buildings, contents and public liability.
- 5c Includes routine maintenance of fire extinguishers and lightning conductor, roof and window repairs (unrestricted) and roof repairs (restricted).
- 5d The cost of mowing the churchyard, emptying the skip and repairs to railings.
- 6a Unrestricted includes donations to Southam Christmas Lights and the Foodbank. Designated includes expenditure by the Open the Book team.

**Giving Report**

Thank you to everyone who continued to support St James during the last year.

With the church closed for a number of months and the number of services reduced it is not appropriate to compare the amount received by the various methods with those for the previous year.

During 2021 a total of 34 people paid by standing order into the church bank account. Giving by this method amounted to £30,085.00

4 people donated through the blue envelope scheme and a total of £1,806.00 was given by this method.

A total of 19 people contributed to the church by yellow envelope, of these 4 gave on a semi regular basis. Total giving by this method (including one-off gift aid donations for which we are very grateful) amounted to £9,358.61.

A significant proportion of our giving is eligible for tax relief and allows us to claim back from HM Revenue & Customs 25p for every £1 donated in this way. We received gift aid of £9,908.81 from HM Revenue & Customs. Tax is recovered in arrear and covers the period 1<sup>st</sup> October 2020 to 30<sup>th</sup> September 2021.

During the year the number of people who are non taxpayers who gave on a regular basis was 5 and amounted to £1,939.92.

The sum of £521.64 was received through cash collections.

During the year overall giving increased by £7,904.98 but was still significantly less than 2019.

Listed below is the equivalent average weekly giving during 2021 whether paid by standing order, cheques or the envelope schemes:

Up to £5.00	18 people
Over £5.00 up to £10.00	12 people
Over £10.00 up to £15.00	8 people
Over £15.00 up to £20.00	1 person
Over £20.00 up to £30.00	3 people
Over £30.00 up to £40.00	2 people
Over £40.00 up to £50.00	1 person
Over £50.00 up to £100.00	2 people
Over £100.00 up to £200.00	2 people

If you would like more information on ways to contribute to St James on a regular basis, whether weekly, monthly, six monthly or annually, please do contact me.

***Ruth Tresidder Gift Aid Secretary Tel 813524***



### **Electoral Roll Officer's Report**

The Electoral Roll has been revised, and the number on the Roll now stands at 87.

***Margo Grant – Electoral Roll Officer***

### **Safeguarding Officer's Report**

Safeguarding in St James Church continued to adhere to the Covid restrictions in force throughout 2021. Both Government regulations and Diocesan guidelines enabled us to operate best practice in order to try to keep everyone involved in the life of St James safe. Risk assessments were updated to allow modified services in Church for which I am grateful to all those who undertook this task.

None of the previous activities that used the church building resumed during 2021 other than Bell Ringing. It is hoped that the other activities will gradually return to the Church in 2022.

The Diocesan Safeguarding Team has brought out new instructions for volunteers in respect of DBS checks and training. From January 2022 DBS checks must be carried out every three years as opposed to five years. Training is still required every three years but is predominantly done online.

My thanks go to all the PCC members for supporting me in Safeguarding for St James throughout these past challenging two years.

Blessings

***Heather Shackleton - Parish Safeguarding Officer***

### **Deanery Synod Report**

Stephen Adams, Margo Grant and Barry Parker have continued to represent St James Church on Synod.

Deanery Synod 'met' four times during 2021, and for the first time since September 2019 the last two meetings were held 'in person, socially distanced and masked' rather than 'via Zoom'.

Deanery Synod continues to be supported by the Deanery Mission and Pastoral Committee receiving reports from the Diocesan and General Synods thus providing PCCs with an important link between the parish, deanery and wider structures of the church.

The Deanery Mission Team, with representatives from St James Church and across the Deanery, organises a programme of Deanery wide evangelistic events under the national Hope banner. Sadly, due to the pandemic the team were unable to organise its usual programme of events. However, 'In The Spirit', an informal, lay-led service of contemporary guitar led worship with an inspirational and challenging message meeting

at St Esprit Church, Marton on the first Sunday evening of each month, continued via Zoom and then in person as restrictions eased.

Over the past year, alongside the other deaneries within the Coventry Diocese synod has been undertaking a strategic overview of mission and ministry at both parish and deanery level, trying to determine how best to utilize the limited resources at our disposal in the most effective way in order to grow God's kingdom.

In undertaking this review, it has become clear that with limited resources and greater expectations falling on fewer people there is a huge sense of deep tiredness and disheartening across the parishes. Whilst there is a desire to focus on mission and ministry with the lack of human resource, both clergy and lay, declining and ageing congregations, limited finance and the generally poor state of our buildings this has been difficult. However, on the plus side, there are already many examples of collaborative working and shared ministry across our deanery and we are exploring how we might build on these initiatives so that the church can respond in an appropriate, efficient and effective way. This Deanery Plan is still being developed.

If you would like to know more about Deanery Synod, please speak to one of us.

***Stephen Adams, Margo Grant and Barry Parker***

## **Leading, Service Support & Worship**

### **Sound and Vision**

There will be a verbal report given at the meeting due to the ongoing work.

***Stephen Adams***

### **Music Group**

Due to Covid-19 restrictions we have been unable to lead the singing services.

***Hilary Crosby – Co-Ordinator***

## **Homegroups**

### **The Monday Evening Homegroup**

We have continued meeting through this very strange time we have been living through with Covid. So very thankful for Zoom and WhatsApp when needed. These modern methods of communication have come very much into play now. We have, when government rules have allowed us, met up in person and are discussing our way forward. We have taken a slow trip through studying Mathew, which we have just finished and are discussing what to do next, possibly Luke's Gospel. We are small but include study, worship and prayer at each meeting.

***Juliet Houghton***

### **The Tuesday Evening Homegroup**

We have continued to meet on zoom most Tuesdays during the past year. Although our times together are short it is a joy and pleasure to spend the time together exploring the Bible and the challenges of living out our Christian lives in the 21st century and praying for each other. We spent one lovely summer evening sharing drinks and desserts together in the garden to say goodbye to one of our group who was moving to another part of the country. We were sad to say goodbye but because of zoom she has continued to join us most weeks. Iris Lloyd, a very dear friend and valued group member has been unable to join us for some time due to ill health. She was recently promoted to glory and is at rest with Jesus but we will miss her very much and will always remember her with much love and affection.

The Lord has also blessed us by adding three new members to the group. We value their fellowship and the wisdom and contributions they bring each week. During the past year we did a series of Lyfe Studies (from the Bible Society) on various aspects of prayer, followed by another series of teaching on the characteristics we should display as followers of Jesus. We are currently studying the Fruit of the Holy Spirit (Galatians 5:22-23) and we are being challenged especially in those areas of our lives where the fruit is sparse.

Actions are something we do but fruit is something that grows. We are looking at the things that will help the Spirit to grow his beautiful fruitfulness in our lives. What are we planting today that we will reap tomorrow?

Are you part of a home group, small group, life group? If not, may I ask you to seriously to consider joining one of the groups we have in Church. Not only may you be missing out on belonging to a smaller 'family unit' within the larger family of St. James Church but the group is missing out on your friendship too. Please don't wait until 'life gets back to normal' - whenever that may be or however that may look. Contact one of the home group leaders. You will be made so welcome. You will be both blessed and be a blessing!

Our home group will continue to meet on zoom for a while yet. To find out more details please phone Stephen or Pat on 813753. (We currently meet every Tuesday at 7pm for 40 minutes)

***Stephen and Pat Adams***

### **The Wednesday Evening Lifegroup**

During the past year we have continued to meet on Zoom as we support each other through these difficult times, using our hour and a half to explore God's word and the challenge of application in our daily lives. Our group is informal, relaxed and fun. A place where we can listen to God as He speaks in His word the Bible, apply His word to the realities of life, care for each other and pray for one another. We have used a variety of material for our studies and had various group members leading. As Covid restrictions begin to ease we look forward to meeting face to face again and the hospitality of being in one of our homes.

In our larger church meetings it can be hard to get to know people individually, to share openly the challenges of life and find support and encouragement. We therefore encourage everyone to join a small group so please do contact any of the group leaders where you will receive a very warm welcome. To find out more about our group please contact Jill or Barry Parker (01926 811254)

***Jill Parker***

## **Church Liaison**

### **Open the Book**

Sadly, due to ongoing covid restrictions and infection rates in schools, there were far fewer visits to our usual schools than there have been in previous years. We are grateful to the local head teachers who keep us well informed about circumstances in the individual schools and also hold the welfare of team members paramount.

After a long absence, we were very happy to return to St Lawrence School, Napton, just twice in July and share our assembly on consecutive days with children across the age ranges before Summer Term finished.

Come September, we hoped for better things and visited St James Academy seven times during the period September to December. Similarly, we were able to return another three times to St Lawrence during October and November.

The team has been in existence for over seven years now and we remain committed to taking God's word out to children in Primary Schools. But we have also become even more strongly committed to each other, offering both prayer and practical support at difficult times. I would like to thank everyone for their support when I recently absented myself to look after our daughter – especially Chris, who stepped into the role of leader and organiser for quite a few sessions.

We hope that next year will see us able to get back to our pattern of regular visits, and that covid will have become a distant memory!

***Jenny Thorne (Team leader)***

## **Mission and Outreach**

### **Men's Breakfasts**

After 20 months Men's Breakfast restarted in October 2021.

After such a long time, although we did not have a speaker we had a great time catching up and John Home gave us an impromptu and very interesting insight into going to church in Kenya. A toast was also drunk in memory of absent friends who had sadly passed away since we had last met, including from St James, Tony Brown, Bob Stevens, Reg Swain and Ralph Trollope.

In November we enjoyed a talk from Revd Andy Batchelor, the new vicar of Harbury, Ladbrooke and Ufton.

Each December, instead of our Saturday Breakfast, by tradition we celebrate the twelfth month of the year with an Evening Dinner at a local hostelry and 2021 was no exception when a good number of us descended on the Fox and Hen, Bascote where we had a great meal and were royally entertained.

Men's Breakfasts are held on a Saturday, once a month, in Ufton Village Hall, starting promptly at 8.30am with a full English breakfast for just £5. This is followed by a talk from a visiting speaker and we aim to get everyone away by 9.45am.

The group is a great opportunity for male members of the congregation, those who are new to the church and other friends from within the community to get to know each other. This group provides space outside the church environment to get to know other men, enjoy each other's company and provide fellowship.

To book your place or find out more please contact me on 01926 811254 or [champagnebuff@gmail.com](mailto:champagnebuff@gmail.com). **Barry Parker**

## **St James Strollers**

2021 started with the pandemic restrictions on numbers imposed in 2020 still in place which meant that we were unable to meet as a group until the middle of the year.

In June we ventured forth and thirteen of us celebrated our new found freedom with a "stroll" on a circular route to Stockton and back.

In the following months we went in turn to – Priors Marston and Hellidon – avoiding golf balls and admiring far-reaching views – Farnborough and Claydon area – quiet roads and canal towpath – Hidcote and Mickleton – expansive Cotswold views and "the Belgian soldier" – West Farndon and Eydon – rolling Northamptonshire countryside – Farnborough and Mollington – quiet roads, noisy motorway, finished almost in the dark! -Southam – footpaths in recently developed areas.

Throughout the year our numbers averaged about a dozen. For a variety of reasons, I was unable to be present on all of the occasions and I am, therefore, very grateful to those who "kept the show on the road", particularly Edward, Derrick and Mike and Rosemary, and, indeed, to all of you who turn out as often as you can and create a group with so many varied interests, meaning there is never a dull moment!

We look forward to 2022 being a year in which we can "stroll" freely, and, if you haven't been yet, make a note in your diary that we meet on the first Sunday of each month at 2pm at Wood Street car park. No commitment – just turn up. Hope to see you soon.

***"Spike" Thorne – Southam 814468***

## **Friday Coffee Morning and Cross of Nails Prayers**

### **Granny Wagon – Hot chocolate in the Park on a Friday evening**

### **Jolly J's – Monday morning gathering and activity time for toddlers and mums**

It is very much hoped that these activities might be reinstated in due course, now Covid restrictions have been lifted to some extent.

Those who were heavily involved in the planning and execution of each session thoroughly enjoyed their involvement at the time, and much appreciated the help of many others for each activity.

However, it's now two years since lockdown obliged us to put all three of these activities on hold. Although we are willing to lend a hand on an occasional basis, neither Chris Cooke nor Jan Ford want to undertake again the level of commitment we had pre-Covid.

We are seeking new leaders - should you be interested in helping to restore and rejuvenate outreach at St James Church, please do contact Chris Cooke or Jan Ford (01926) 813373.

**Jan Ford**