



## *St Michael with St Mary*

Living God, we pray for growth in St Michael's and St Mary's:  
make us effective evangelists,  
deepen our spirituality,  
and strengthen us for service,  
in your name and to your glory.  
Amen.

# **Annual Report and Accounts 2020**

including the Agenda for the Annual Meeting  
10.00 am Sunday, 16<sup>th</sup> May 2021 in St Michael's Church

UK Registered Charity 1132915

The Parish Office  
The Vicarage  
St Michael's Street  
St Albans, AL3 4SL

[www.stmichaels-parishchurch.org.uk](http://www.stmichaels-parishchurch.org.uk)

Governed by the Parochial Church Council Powers Measure (1956) as amended  
and Church Representation Rules



*St Michael with St Mary*

## **THE ANNUAL PARISH MEETINGS**

**Sunday 16<sup>th</sup> May 2021**

### **10.15am THE ANNUAL MEETING OF PARISHIONERS**

- Appointment of Clerk
- Election of Churchwardens

### **10.25am THE ANNUAL PAROCHIAL CHURCH MEETING**

- Apologies
- To receive the revised Electoral Roll
- To confirm the minutes of the meeting held on 25<sup>th</sup> October 2020
- Delegation of Churchwardens' powers in respect of St. Mary, Childwick Green, to those elected as Deputy Churchwarden/s
- Election of Deputy Churchwarden/s
- Election of members to the PCC
- Election of St Mary's sub-committee
- Election of Stewards (Sidesmen)
- Election of Assistant Churchwardens for St Michael's
- To receive the Annual Report of the PCC including Accounts for the year ended 31<sup>st</sup> December 2020
- Appointment of Reviewing Accountant
- Chairman's remarks
- Matters arising from minutes of 25<sup>th</sup> October 2020 or discussion of matters of general parochial interest
  - – *to be received in advance at [kennethpadley@gmail.com](mailto:kennethpadley@gmail.com)*
- Date of Next Meeting
- Grace

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## Introduction

**Kenneth Padley**

01727 835037

kennethpadley@gmail.com

Little did we know twelve months ago that 2020 would be the Year of the Guinea Pig. In church, as in all spheres of life, we have been tested so much in a short period of time. This vulnerability of being 'guinea pigs' in the face of unprecedented disruption has proved spiritually and emotionally demanding. Nonetheless, we have learned much along the way, some of which will benefit St Michael's and St Mary's over the long term. Most obvious has been our move into the digital sphere, a step which we would have not taken without a nudge on the magnitude of the government restrictions. At the year's end, the culmination of this learning was the Guinea Pig Nativity. This involved many parish children and their pets in an innovative retelling of the Christmas story. With over 5000 views from across the world, it is emblematic of our positive response to coronavirus, turning a massive challenge into an opportunity to share the gospel in new ways.

The differences of 2020 have led us to reshape our Annual Report. Some aspects of parish life have been in abeyance and have little to write about; others have been working overtime and need a break. We have therefore pared back the Report to the minimum statutory elements plus overviews from the chairs of each PCC sub-committee. In addition, my speech at the postponed Annual Meeting (October 2020) contains much of what I want to say about the highs and lows of these extraordinary twelve months.

I often finish introductions to the Annual Report with personal developments. In 2020 I was asked to become Rural Dean of St Albans. This role involves a collegial gathering of clergy and churches in and around St Albans. It inevitably reduces my capacity for ministry in St Michael's and St Mary's but I hope will also bring us all a greater sense of connection with the life of the wider Church. I should also record the thanks of chez Padley for the works undertaken in early 2020 to renew the bathroom at the Vicarage. The previous small bathroom has been knocked into an adjacent toilet room, creating an expanded family space. The work was paid for by the diocese. However, since their money largely derives from the Parish Share to which all churches contribute, many thanks to parishioners for your indirect funding of this enhanced amenity.

## Church Wardens' Report

Stephanie Rainbow  
07788 580519  
stephanie.rainbow  
@venture.co.uk

and

Val Chiesa  
07917 184021  
chiesa@btinternet.com

At the end of this most unprecedented and peculiar of years, as we compile our report for 2020 we have entered our third lockdown and are relying even more on our wonderful team of volunteers to keep our beautiful churches functioning, while adhering to current COVID guidelines and rules, and progressing priority projects.

2020 looked to be starting rather like any other year, and plans were afoot to press on with exciting projects to enhance the worshipful spaces that are St Michael's and St Mary's.

And then came COVID-19 ...

It was with deepest regret that we had to follow government guidelines and curtail services at both St Michael's and St Mary's, just when the deepest need for access and the desire to be together was at its height. However, in true St Michael's and St Mary's spirit the COBRA team, more usually known as Clergy and Wardens, was formed and mobilised to action. Usually meeting monthly, we decided the circumstances required a weekly meet, ensuring we keep abreast of events and enabling us to respond to changes in guidelines and legislation. We have continued to meet since that first session on March 18th (the last one 'in person'); what would we have done without the evolution of Zoom and our ability as humans to step up to the technological and mental challenges that we have faced over the year? We are thankful to the COBRA team for their support and wise counsel during these sometimes frightening and always anxious times, they are incredibly dedicated and committed. Specifically, our Clergy, Assistant Wardens, Sue, Chris, Rachel, Paul and Treasurer, Nigel.

Embracing technology has been a key theme from Zoom to WhatsApp, YouTube and the amazing videography provided by Trevor Simpson and Nat Young in our homes and by extension in the school hall. Unsurprisingly, our movements too seem to have been governed by risk assessments and Health and Safety requirements at every change and adaptation we have had to make to keep our worship going. The dedication and guidance of David Fletcher as always has been crucial, we will miss his expertise and enthusiasm so cheerfully given more than we can say.

As we have reported many times, it is the team effort and community spirit that makes St Michael's and St Mary's a unique and a wonderful place to serve. There has been no break in the work that our volunteer groups have carried out, our heartfelt thanks to all volunteers for helping, guiding, and recommending as we have navigated the year.

It is inevitable, perhaps, that there are those on whom the burden has fallen more heavily, largely as a response to the change in practices and processes, and we are incredibly grateful for their support.

In particular, we would like to thank Jane Larman and her cleaning team, stepping up to a weekly sanitising effort; also the stewards who,

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during onsite worship, led by our Welcome Co-Ordinator, Sue Dyson, managed track and trace, sanitising and the dreaded seating plan! Thank you to you all, for your patience and understanding as we battled with an alien way to meet in worship, and well done to the stewards who calmly and tactfully directed traffic. It is thanks to the success of these processes that we have not experienced any COVID issues within our buildings and been able to keep the doors open.

Whilst navigating the new, BAU has carried on regardless; our thanks to Jim Mann and his churchyard working team who continue to keep our churchyard and memorial area beautifully inviting to all our visitors. And we have had many, as lockdown has meant increased numbers through the churchyard filling up bins and leaving deposits. Thank you all for going the extra mile to keep our churchyard rubbish and 'deposit' free.

The current circumstances have meant most weddings were postponed, we only had the one for Luke and Lauren, and funerals reduced in numbers; however, the stewards that volunteered for these events throughout the year have had to step up to ensure not only a warm welcome at both churches, but also carrying out track and trace while managing a seating plan and ensuring everyone is suitably sanitised. A big ask, and we especially thank Val Carberry, Alison Ferreira, Margaret and Roy Brooks, and Wendy Klein.

Whilst navigating these adaptations to our normal running, we have tried to keep on track with the redecoration works. The plaster was stripped off the lower section of the walls during lockdown and the humidity is being measured quarterly by the contractor who did this work. The walls are beginning to dry out in most areas of the church but at an uneven rate. The chancel will be the last area to dry out sufficiently to allow re-plastering to begin, probably in 2022 rather than this year. The church looks different with the exposed walls, which somehow seems to fit with the more stripped-down interior with the new pew arrangement minus furnishings. We also have the generous gift of our new ramp in the porch, making it easier and safer to negotiate the step at the entrance. Our grateful thanks to Kevin Keenan for leading on this work and to the donors of the ramp.

One of the advantages of lockdown pushing us into the age of technology has been to focus our thoughts on how we can bring the technical infrastructure of the building not just up to date, but able to meet our future needs. Use of wifi and improved audio-visual capability can support and enhance worship as well as offer better opportunities for community and outreach activities. Planning work is at its early stages, but we are grateful to all those who are offering their technical expertise at St. Michael's, especially Colin Hamling for an initial paper on the way forward.

Work on the Tower projects has been slowed down by the current

## Our Parish

circumstances and our electrical contractors going into liquidation. On the positive side, Videcom donated two state of the art security cameras to replace the ones we have on the roof and we hope to work with a new contractor to update the wiring in the coming months. Grateful thanks to John Mathews and Bob May for their expertise and support in pushing things along. We have had two meetings with Neil Evans, our Steeple Keeper, to review the safety arrangements in the ringing chamber when working on the bells. John and Roy Brooks have agreed to build a new platform as well as to move and replace the current ladder. Thank you to all involved for their hard work to date and in future, which will also provide the security contractors with safe access to the roof.

Our thanks to the Bellringers who have also adapted to ringing, whether by hand in the paddock, home or in family groups. Well done and thank you to the Tower Captain, Alison Evans and her team for their continued devotion to our worship. The sound of the bells for those that are lucky enough to be local has been a reassuring sound on a Sunday morning, reminding us that a little bit of normal is still out there. It has also been lovely to see them in action rather than always in the background, another wonder of technology! And Neil Evans' digital bell programme is believed to be unique in the world!

Paul Barnes has been a stalwart member of the COBRA group, as well as ensuring that everything in St Mary's has continued to run smoothly despite the vagaries of an aging building. We thank him for his wise words and helpful suggestions. It has felt as if the two churches have moved closer together this year both practically and spiritually.

Thanks to Georgie and Danielle who continued to run the office and hall hiring schedule as efficiently and seamlessly as always, albeit from their dining rooms and back bedrooms! Adapting to the new COVID situation meant changes to their working routines and schedules, but in true spirit they stepped up and adapted magnificently to the change in circumstance and needs of the Parish.

Our wonderful clergy have continued to inspire; we are so lucky to have an amazing team led by Kenneth, John, Charles and Mike. Our thanks as always for their dedication and leadership. We saw John step down after over 25 years of dedicated service to St Michael's and St Mary's. We will miss him immensely but look forward to welcoming him and Jane as members of our congregation.

From Steph – "So my last report as Church Warden, it has been a privilege to serve the wonderful St Michael's community. I knew so little before I started my CW experience, and it was with awe that I discovered the inner workings and level of effort that goes on behind the scenes. Thank you to everyone for your help and support over the last 6 years, particularly to ex-churchwardens whose brains I have picked on many occasions. Val & her new colleague will be amazing and as an

## Our Parish

ex-CW my brain will be available as needed!

From Val – “It seems incredible that I have been doing this for two years now. I am immensely grateful to Steph for all the help and support she has given me and will miss her greatly. She will be a hard act to follow, I’m sure you’ll agree.”



## Public Benefit Statement

Kenneth Padley  
01727 835037  
kennethpadley@gmail.com

The Ecclesiastical Parish of St Albans St Michael (UK Registered Charity 1132915) exists to offer Christian worship, teaching and pastoral care. Our provisions are open to those of all faiths and none, and are free at the point of delivery. (Some occasional offices do incur statutory fees, although we strive to ensure that none are excluded on the grounds of economic or other disadvantage.)

During the past year, and where possible around the disruption of coronavirus, public benefit has been advanced in many ways, including:

- the provision of regular and seasonal worship in sacrament, liturgy and song; online and onsite
- the provision of occasional offices - baptisms, weddings, funerals - to mark important stages in the journey of life;
- the provision of opportunities to engage with Christian doctrine in public preaching, teaching, small groups and children's activities, both inside and outside of church, including in and for local schools;
- the provision of services to vulnerable groups, including our Lunch Club for elderly parishioners and the Tiny Tots play group for pre-school children and their parents/carers;
- the provision of training in musical performance and theory through our choir, organ scholarship, choral scholarships and bell-ringing;
- the provision of numerous formal and informal acts of pastoral care;
- the maintenance of St Michael's and St Mary's as buildings of listed heritage in stone, wood, glass and metal;
- the supply of St Michael's and St Mary's as venues for reflection, prayer, and tourism, open most days of the year;
- the maintenance and supply of the Parish Centre, Memorial Hall, and Childwick Schoolroom as spaces for community gathering and hire, including at discounted rates to partner charities;
- the raising of funds for partner charities and donations in kind for FEED, St Albans Foodbank

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**PCC Members  
2020**

Members of the Parochial Church Council and Trustees of the Charity during 2020 were:

**Ex Officio**

Paul Barnes, Deputy Churchwarden

Val Chiesa, Churchwarden

Charles King

Kenneth Padley, Chair

Stephanie Rainbow, Churchwarden, Lay Vice Chair

**Elected to Deanery Synod**

*3 elected triennially at APCM and sit on PCC also:*

Sue Dyson (from APCM 2020)

Sandra North (until APCM 2020)

Billy Pither (from APCM 2020)

Graham Willey

**Elected to PCC**

*elected at APCM to serve on a rolling triennial basis:*

Chris Allen (until APCM 2023)

Lynn Ashmore (until APCM 2020)

Kate Berry (from 8<sup>th</sup> July 2020; until APCM 2023)

Imogen Broad (until APCM 2022)

David Carter (until APCM 2022)

Sue Dyson (until APCM 2020, then Deanery Synod – see above)

David Fletcher (until APCM 2021)

Kevin Keenan (until APCM 2022)

Jane Larman (until APCM 2021)

Fiona Males, Secretary (until APCM 2022)

Alexander McJannet (until APCM 2021)

Rachel Naylor (until APCM 2021)

Bronwen Parr (until APCM 2022)

Mark Pedroz (from APCM 2020, until APCM 2023)

Colin Roberts (until 8<sup>th</sup> July 2020)

Michael Tutt (until APCM 2020)

Sue Vaughan (until APCM 2022)

Nigel Voyce, Treasurer (until APCM 2023)

*two vacancies*

**Co-opted**

None

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**Parochial Church  
Council Report  
2020**

This year the meetings have been very different as they have taken place online via Zoom. The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community.

Fiona Males,  
PCC Secretary  
01727 812436  
fionamales@hotmail.com

The PCC maintains an overview of worship throughout the parish and makes suggestions on how the services can involve the many groups that live within the parish, including being responsible for the maintenance of the church buildings and churchyard.

Six meetings have been held during the past year with an average attendance of 14 people. These meetings are alternated each month by those of the three sub-committees, namely Pastoral and Worship, Mission and Community and Stewardship.

The PCC also includes members of the Standing Committee (clergy and wardens), The St. Mary's Committee, the Deanery, Diocesan Synod and Friends of St Michael's. These committees report back to and participate in decision making for the PCC meetings.

## Our Parish

### Mission and Community Committee Re- port

Kate Berry  
KateFrancesBer  
ryl@outlook.com

Reading through Charles' report for Mission & Community from 2019 I'm struck that so much has changed during this extraordinary year, but also that our mission, to connect and engage with our community, remains the same. We weren't able to host our annual events due to COVID 19 and we all missed the Folk Night and the Bonfire Party, so we put our attentions to new endeavours.

Communicating when you can't be face to face has always been a challenge for communities but 2020 saw us launch online services, fantastically supported by Trevor's technical wizardry and Colin's musical prowess. The Clergy & Wardens team deserve our congratulations for their brilliant services enabling us to still be part of collective worship, even when our doors were forced to close.

Our church Facebook page launched in May and we have 74 followers who can see news and photos from our community and link to our online services. A huge thanks to Jo Tarvet for getting the page set up. We're toying with the idea of creating a Facebook private group which would allow members to post messages and encourage more conversation so keep an eye out! If you're on Facebook please go to our page and like it: [St. Michael's with St. Mary's](#)

It's been especially difficult for everyone over the last year as we've struggled to get used to not seeing our friends and family or even just saying hi to acquaintances in the street. We're keeping in touch through our Buddy system and would encourage anyone who would like to be put in touch with a buddy to let us know. On top of this, we're working with Hertfordshire Independent Living Service (HILS) and Age UK to identify and reach out to people locally who may appreciate some contact. Please feel free to get in touch if you are concerned about a friend or neighbour or would like a chat yourself.

In September, Charles stepped down as our Chair - we offer a big thank you to him for all that he had done for Mission & Community and are grateful that he's still closely involved with a lot of our projects and welcome to join us at our meetings at any time! In the same month, St Michael's School welcomed a new reception class and we took the opportunity to send welcome cards to the children, welcoming them to school and the St Michael's community - we look forward to seeing them in Church once the school services are allowed to resume safely.

We were so impressed by the generosity of everyone who supported our Pop-Up shop in St Michael's church during Advent. The donated products were of great quality and the donations to buy them were very generous. We raised nearly £300 through the shop which we were thrilled to be able to split with Keech Hospice Care.

Once Advent had passed, the church was decorated beautifully for Christmas - a real treat when visiting for private prayer or to buy something from the Pop-Up shop! Special thanks to the team this year

## Our Parish

who had to work around COVID restrictions to get the decorating done.

We had some fun at the start of December with our Charity Zoom Quiz raising over £150 which we again split with Keech. Over 70 people took part across 11 teams and it was great to see faces we hadn't been able to see in person for a while. A huge thank you, in particular, to Steph and Neil for their technical genius and to Matt and Matt for hosting with such gusto! The Bellringers were victorious and were extremely kind to donate their prize to charity.

Please get in touch if you'd like to get involved with the Mission & Community team, or if you'd like to help with the Facebook page. Plans for 2021 are fluid as you can imagine but it's exciting to see what we can do to encourage our fabulous community. A personal thank you from me to our committee members from whom I take a lot of energy and positivity which are very welcome in these crazy times.

## Our Parish

### Pastoral and Worship Committee Report

Bronwen Parr  
01727 864645

bron-  
wenparr@hotmail.com

A full range of Christmas services and activities continued into 2020 with a delightful Epiphany Carol Service at St Mary's. The normal pattern progressed positively for the first couple of months but it was becoming increasingly evident that changes were needed in response to the advent of coronavirus. In March, modifications were made to Sunday services in order to keep everyone safe in the wake of the new and unknown threat.

Our first online service was presented on YouTube on Mothering Sunday. Since then, much of our worship has been conducted online, mainly with pre-recorded communion services but also morning prayer by Zoom. The former has included contributions from many people in their own homes, enabling people to participate actively in ministry. We have been fortunate that members of our congregation, especially Trevor Simpson and Nat Young, have outstanding technical skills and have been willing to spend a great deal of time on recording and editing to produce professional quality videos. Colin Hamling soon organised members of the choir into providing individual recordings of parts for hymns and anthems which he then painstakingly assembled. Colin's contribution has been quite remarkable. The online services have been extremely well received by our regular congregation and by others who previously had no connection with St Michael's or St Mary's.

At the beginning of 2020 most people had not heard of Zoom but now many of our church groups have used Zoom sessions for sharing information and for social contact. Committee meetings have been held in this way. It was decided that the nature of the Lent groups in 2020 meant that a Zoom approach was not appropriate and also the adult communion preparation sessions were put on hold.

The bellringers have held weekly Zoom sessions in place of bellringing practice and have offered an imaginative variety of contributions to the service recordings and onsite worship.

Activities onsite for children and young people's groups have not been able to take place since March but Pauline Wiley and Jo Fabian have kept in touch with members and provided online materials.

House Groups have met on Zoom or members have kept in contact by phone. The Lunch Club has not been able to gather since March but Jo Swire has maintained contact with members by phone.

Pastoral visiting has been different with face-to-face contacts not possible. The usual monthly services at Fosse House have been suspended although contact has been maintained with staff on a weekly basis. Telephone conversations have been the main means of communication and Charles King has monitored a Telephone Buddy Network, which tries to support people during periods of potential isolation and loneliness.

## Our Parish

Grief is never easy and during this period it has been particularly complicated. Bronwen Hewer and Jenny Hehl, members of the Bereavement Team, have been supporting people who have lost loved ones.

Our churches have been able to remain open for much of the year for private prayer. Thanks are due to the flower arrangers who help to make the buildings welcoming for visitors. Thanks, too, to the sacristans who, when 9.30 a.m. communion is on site, make preparations for the service. It has been good to have Ben and Josh working as sacristan and steward respectively towards the community aspect of their bronze DofE - a new development for us.

We have been fortunate to have such an efficient safeguarding officer, Alison Ferreira, whose role has been particularly significant at this time. It was such a joy in the summer to be able to worship together onsite in the paddock. This innovative type of service took much organisation but was greatly appreciated by people attending and those who later viewed the services online. Subsequently, services recommenced in church but with limited numbers and social distancing. Unfortunately, an increase of local cases of COVID just before Christmas meant that worshipping in church was not advisable and the online pattern resumed. At the time of writing, we are offering a mixture of onsite and online worship.

It has been encouraging to see how our whole church community has adapted to the ever-changing situation. We are grateful to many who have been so supportive of others in so many different ways. The Clergy and Wardens have worked tirelessly to keep abreast of the rules and regulations as the pandemic has unfolded, making appropriate modifications and ensuring that Christ's message still shines out from St Michael's and St Mary's. We have been extremely fortunate to benefit from the inspirational leadership of Kenneth. He has anticipated and steered us calmly through every turn of events, showing deep concern for the welfare of his parishioners.

### Safeguarding

Alison Ferreira  
01727 860459  
allferreiras@hotmail.com

St Michael's Church is committed to the importance of good safeguarding practice and promoting the welfare of children, young people and vulnerable adults. We believe it is important to provide an environment where all people, especially those who may be vulnerable, are able to worship with encouragement and safety.

The PCC has adopted the House of Bishops Safeguarding Policy Statement, together with the supporting policies and practice guidelines.

We continue to:

- undertake an annual review of safeguarding, which is approved by our PCC and can be viewed on the church website
- adopt and implement the Church of England policy for safe recruitment

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- obtain DBS (Disclosure and Barring Service) clearances for all volunteers working with children, young people and vulnerable adults, as well as all PCC members, in view of their positions as trustees of the church
- ensure that all the people mentioned above receive appropriate safeguarding training provided by the Diocese
- ensure that all groups who hire church premises on a regular basis adopt our safeguarding policy, or have their own policy

During the pandemic many of the church activities have stopped. The Archbishops have encouraged parishes to continue to meet the needs of vulnerable people in the community during this difficult period. We implemented a buddy system for those parishioners who have been shielding and the guidance provided by the National Safeguarding team was considered.

We are delighted that a number of teenagers in our congregation approached us as they wished to undertake volunteering roles as part of the Duke of Edinburgh award. There have been various safeguarding matters which have had to be contemplated arising from this. We have felt this is a really worthwhile initiative to be involved in and hope to be able to offer more volunteering roles to other young members of our congregation in the future.

I would like to thank Kenneth And Charles, as well as Bronwen Parr and Rachel Naylor, for their support and thoughtful advice during the past year.



## Our Parish

### Stewardship Committee Re- port

Around the disruptions of 2020, Stewardship has continued its oversight of the parish's **finance, fabric and personnel**. Some of this committee's responsibilities have been noted elsewhere and so will not be detailed in this report.

Kenneth Padley  
01727 835037  
kennethpadley@gmail.com

The parish is blessed by a great team of **staff and volunteers**.

- We continue to employ Georgie Ray as Parish Administrator, Danielle Argent as Halls Administrator, and Colin Hamling as Director of Music. We are very grateful for their flexibility in adapting to the restrictions of the last twelve months. Georgie and Danielle have been working partially from home, and Colin has nurtured the choir remotely and developed our musicians' digital skills so as to make a vital contribution to our online worship.
- The demands on some of our 100+ volunteers have been high, especially the PCC Standing Committee and those helping with cleaning and stewarding; sincere thanks to all involved.

The accounts appended to this report reveal the exceptional impact of the government restrictions on our **financial activity**.

- The committee is deeply grateful for the ongoing support of our regular faithful givers, especially those who have been able to make top-up donations. We continue to promote the Parish Giving Scheme as the simplest method for both donors and the parish to administer regular giving: thank you to those who have signed up or transitioned to this scheme.
- With a collapse in the use of cash, we accelerated purchase of a contactless giving device (Goodbox) for St Michael's. Increased donations more than paid for this installation in its first six months of use; we are monitoring a technical difficulty before determining whether to buy one for St Mary's as well.
- The hit from the virus has been the greatest in the area of halls lettings, that part of the parish's business activity which we have grown most over the last few years. With groups unable to gather and neither insurance nor government compensation forthcoming, our income is significantly reduced. To balance this, we have cut running costs wherever possible, most notably postponing a capital investment to renew the kitchen at the Memorial Hall. Through this prudence, the 2020 end of year deficit was 40% lower than Treasurer Nigel Voyce had predicted last spring.

With the completion of the toilet and baby change extension at St Mary's, the tranche of planned improvements to our halls facilities are drawing to a close. Given this, Stewardship took the decision towards the end of 2020 to **reshape our structures** and wind up the Halls sub-committee. Trevor Simpson and John Mathews who were members of that group have now been co-opted into the full Stewardship Committee, while Gill Huckerby has chosen to take another step back from committee involvement with our renewed thanks for all she has brought

## Our Parish

over the years. Stewardship has also been fortunate in 2020 to co-opt Ken Young. Ken brings his professional skills in property management as our link for administration of the School House Flat. He succeeds Sevan Dymond who has stepped back due to work and family commitments.

Looking to the future, an area which will increasingly shape the Stewardship agenda, and that of the parish more generally, is the Church of England's highly ambitious target of becoming **carbon-neutral** by 2030. Peter Lindeman is gathering information and drafting suggestions towards our response to this ultimate investment in the future of our parish, community, and God's planet.

Our Parish
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Deputy Church  
Warden's  
Report  
(Childwick)

Paul Barnes  
01727 833535  
paul.barnes46  
@googlemail.com

At the beginning of the last Church year we were feeling a sense of relief, and rather satisfied with ourselves that the project to build a 'fill in extension' between the Church and the school room had been completed to include the new disabled toilet facility, built and finished to a high standard. Together with redecoration of the school room boasting new heating and lovely roman blinds, we were set to increase the letting activity and thereby income stream. Many thanks to those individuals and grant bodies that enabled this.

Enter Coronavirus stage left! Pretty well everything that previously had been normal was thrown into disarray, and with it, after a short on/off period, eventual closure of the school room and lettings. As a result, we have not been able to expand our ability to provide availability of this lovely space, and of course enjoy the income that is derived from it. It does however remain ready and pristine to "GO" once normality returns.

On the Church side, apart from the COVID restrictions and disruptions, we have seen a small and very welcome increase in attendance and a significant number of visitors coming into the Church which is now automatically opened from 9 am to 5 pm. Rather perversely, the number of visitors has increased due of course to the rise in the numbers using Childwickbury for walking during the restrictions.

In short - A year of 'LIMBO' to a degree, but a year of encouragement that we and our clergy leaders can adapt, and appreciation that St Mary's is being enjoyed by more people, and providing for them a very welcome, quiet space to reflect

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**Annual Meeting of Parishioners** Due to the ongoing COVID-19 pandemic, the meeting was held both in church and via Zoom for those unable to attend due to shielding.

**Minutes 10.45am**

**25<sup>th</sup> October 2020**

**10.45 a.m. Appointment of Clerk**  
Fiona Males

Fiona Males,  
PCC Secretary  
01727 812436  
fionamales@hotmail.com

### **Election of Church Wardens**

Stephanie Rainbow  
proposed: Chris Allen; Seconded Val Carberry  
Val Chiesa  
proposed: Kevin Keenan; Seconded Trevor Simpson

This will be Stephanie's 6<sup>th</sup> and final year therefore we need to find and elect a replacement.

Kenneth thanked both Stephanie and Val for their time and hard work under current circumstances.

**10.55am**

**Annual Parochial Church Meeting Minutes**

**25<sup>th</sup> October 2020**

**10.55 a.m.**

Fiona Males,  
PCC Secretary  
01727 812436  
fionamales@hotmail.com

### **THE ANNUAL PAROCHIAL CHURCH MEETING (APCM)**

#### **Apologies**

Kate Berry and Sue Dyson

#### **To Receive the Revised Electoral Roll**

Fiona Males presented the Electoral Roll for 2020 – defined as a list of eligible people to vote at such meetings.

175 total number on the Electoral Roll.

Those who are not on the electoral roll and not resident in the Parish are not eligible to vote.

Clergy are not eligible to vote in the elections of laity.

Forms to join the electoral roll are at the back of both churches. Also via the website.

#### **To confirm the minutes of the meeting held on 28<sup>th</sup> April 2019**

Accurate record

Proposed: Rachel Naylor; seconded: Ann Dean; nem con

**Delegation of Churchwardens' power in respect of St. Mary, Childwick Green, to those elected as Deputy Churchwarden/s**

## Our Parish

Delegation of Churchwardens power in respect of St. Marys' has been for 30 years.

Proposed: CharlesKing; seconded: PhillipParr; nem con

### **Election of Deputy Churchwarden/s**

Paul Barnes elected.

Proposed: Bronwen Parr; seconded: Jane Larman; nem con

Kenneth noted that Paul is our longest serving officer. A new stewarding team has developed at St Mary's to alleviate demands on Paul on Sunday evenings.

Kenneth gave grateful thanks to Paul, without whom St Marys' would not function.

### **Election of members to St Albans Deanery Synod**

The Synod meets 3 times a year and link St Michaels to the next level for church governing.

There are 3 vacancies to the St Albans Deanery Synod at the present.

Sue Dyson, Graham Willey and Billy Pither were offering to stand.

Proposed: Ann Dean; seconded Sue Vaughan; nem con

### **Election of members to the PCC**

There are 15 elected members on a rolling triennial basis. Currently there are 6 vacancies, 5 with a 3 year term and 1 as a 6 month term.

Chris Allen, Kate Berry, Mark Pedroz, Nigel Voyce were offering to stand.

Proposed: Rachel Naylor; seconded: Sue Vaughan; nem con

Lynn Ashmore's term with the PCC comes to an end but she continues as a member of Mission and Community. A big thank you from the PCC.

### **Elections of St Mary's sub-committee**

The following lay members were elected:

Carolyn Barnes, Eike Davis, William Davis, Sarah Worth, Richard Rushman, Ingrid Rushman

The Vicar and Deputy Warden continue to serve *ex officio*.

Proposed: Patsy Cann ; seconded: Ann Dean; nem con

## Our Parish

### Election of Stewards (Sidesmen)

The following were elected

Proposed: Sue Vaughan;    seconded: Mark Pedroz      nem con

Chris Allen	Wendy Klein
Carolyn Barnes	Jane Larman
Roy Brooks	Cornelia Lawrence
Margaret Brooks	Fiona Males
Anne Brown	Guy Marshall
Malcolm Brown	Kathryn Matthews
Val Carberry	John Matthews
Guido Chiesa	Bob May
Eike Davis	Sarah McJannet
Susan Drummond	Sarah Mescal
John Facer	Richard North
Alison Ferreira	Russell Palmer
Mike Ford	Yolissa Palmer
Geoff Goodall	Jenny Tarvet
Bronwen Hower	Anthony Taylor
Jacqueline Hoddy	Sue Thompson
Gill Huckerby	Maureen Voyce
John Hughes	Nigel Voyce
Margaret Hughes	Graham Willey
Penny Kent	Gordon Wright

### **Election of Assistant Churchwardens for St Michael's**

Steve Argent will be stepping back.

Rachel Naylor, Sue Dyson, and Chris Allen remain willing to serve in this capacity.

Proposed: Bronwen Hewer;      seconded: Ann Dean      nem con

### **To receive the Annual Report of the PCC including Accounts for the year ended 31<sup>st</sup> December 2019**

Both documents had been approved by the PCC and has been forwarded to the Diocese

A formal thanks to Georgie Ray for her hard work and Brendan Chambers for auditing the accounts.  
nem con

### **Appointment of Reviewing Accountant**

Brendan Chambers has reviewed the accounts for the past three years and he has indicated he will stand again.

Proposed: Bronwen Parr;      Seconded: Sue Vaughan:      nem con

Nigel Voyce will pass on our grateful thanks for Brendan's professional support.

### **Chairman's remarks**

It is perhaps typical of the surrealism of 2020 that this gathering is in fact our annual meeting for 2019. The meeting scheduled for last April would have been an occasion for considerable celebration. As you will have read in the annual report, not only was there a huge amount of stuff going on in the parish during 2019, but this activity was starting to generate significant growth. Almost all the quantitative indicators found on page 18 point to things moving in the right direction. I would go so far as to suggest these are the most positive trajectories seen in this parish for a generation.

With the benefit of hindsight, maybe this was rather hubristic. Last Christmas certainly seems a long time ago. That said, what we had achieved together by the end of 2019 has, I think, proved a vital backdrop to our response to the crisis of the last eight months. Thus, although we are formally marking the reporting year which ended 31<sup>st</sup> December last, I want to bring things further up to date and say a little about where we are in response to the epidemic and the government's public health strategy.

Back in late March, I was very concerned.

## Our Parish

- Most immediate of course were the medical unknowns. There were fears about the national and international situation and the impact of this on the health of our local communities and congregations.
- Alongside this, however, I was (and still am) concerned about the probity of the way in which governments have let this one issue dominate all others. Only in time of war have countries devoted the entire national bandwidth to a single agenda item. Time will judge the wisdom of the intrusions which have been made into the normal tenor of society in response to this prioritisation.
- Given this concern, I was also worried by the potential impact of the shutdown on the parish. I was worried that we would see spiritual dislocation between our people and their faith because they could not access their places of worship.
- Finally, flowing from this and the threat to people's livelihoods, I was worried that we would see a collapse in the willingness and ability of our members to sustain their practical and financial support for the parish.

In the end, my fears have been exaggerated. We have not seen a drop-off in generosity of time or finance – for which I express considerable thanks to all. Also, while we have seen changes in the ways in which people are involved with church at present, we have not seen that widespread spiritual disconnection which I had feared. In many ways, quite the opposite. During the intense shutdown in April and May we saw very high levels of engagement with our online worship. A brief flick on the number of views given to our videos on Youtube will demonstrate this. And we know that these viewers were not just local members. They included some in other parts of the UK and further afield – as far as Australia in the east and California in the west. More significantly, many of us discovered just how easy it is to be a digital evangelist, ping-pong off Youtube links to friends and family. As a result, we developed clusters of viewers who are ordinarily members of other congregations and communities.

This time of great testing also demonstrated our pliability and willingness to learn new tricks. Draining though it was (and is) *well done*. My thanks again to those whose particular skills allowed us to respond positively to the challenges of the shutdown, among them all those involved in the telephone buddy scheme; to Trev Simpson and Anna Padley for their production and editing of various videos; to Colin Hamling and our choir for their meticulous dedication to maintaining and producing exceptional music for worship which is authentic to our parish; to Nat Young for his camerawork; to the digital contributions made by all who shared readings, intercessions, drawings, photographs, and bellringing; and to those who have put in extra work since June to get our buildings open again and to maintain their cleanliness.



## Our Parish

This time of great testing has also proved the mettle of our core team. I have always known that we had a great leadership team here in this parish but I did not fully appreciate this until the chips were really down. So I want to take this opportunity to put on record our gratitude to those who have been members of our very own Cobra committee, a gathering of the PCC Standing Committee plus a few others:

- Steph Rainbow, Val Chiesa, Paul Barnes - Wardens
- Sue Dyson, Rachel Naylor, and Chris Allen – Assistant Wardens
- Charles King and John Hayton – liturgical colleagues
- Nigel Voyce – Treasurer

The Cobra group has met for 27 Zoom conversations (and counting) - and of course these are meetings which produce actions not flannel.

What I have learned is that I had underestimated the faith of our membership, and that God for many is a seven-day reality, to be found in our homes and hearts as much as our holy buildings. To find that others appreciate Church as people not place has strengthened my own sense of trust in God. Corporately, these manifold blessings have allowed us to bounce back, and to start to build back better. We are already engaging new people.

### **So much for what we have learned: where do we go from here?**

In addition to that rediscovery of strong individual faith, we need to be reminded of our *Catholicity*, what it is to be bound to one another, called to serve in a specific locality, and summoned in God's name to do 'big community'. These are the areas that are presently most under threat by the ongoing uncertainty and government restrictions. There are particular challenges about how we offer:

- children's work
- teaching beyond the context of worship
- fellowship

And Christmas will not be the same as ever before – although this might actually make it both moving and memorable.

Going into 2021, there will be a backlog of baptisms and weddings, but also demands of pastoral care for those who have been traumatised by the events of 2020; this is a ministry of support in which we are all called to participate.

Meeting these challenges will place demands on the whole parish, not least because we are entering one of those times of significant change in our ministerial profile.

- John Hayton is stepping back from frontline ministry as he passes his 75<sup>th</sup> birthday. He will be preaching his last sermon here at 9.30am on 6<sup>th</sup> December. We will be recording it for Youtube for

## Our Parish

those unable to attend in person.

- Charles is in the last year of his training curacy, and needs to look for the next stage in his ministry to start between April and September 2021.
- Steph, as we heard already, is not permitted to serve beyond the spring as Churchwarden, so *you* will need to find and elect fresh lay leadership.
- Patterns of ministry as well as personnel change, and I am delighted that Barbara Young and Patsy Cann are both undertaking the diocesan Lay Foundations course. We will be seeing both leading the occasional non-Eucharistic service later in this academic year and I look forward to hearing Patsy preach.

Alongside these changes, the PCC continues to work towards internal improvements here in St Michael's. Thank you to Kevin Keenan for his tenacious pursuit of this project. The first phase, to remove blown plaster and then to dry the walls is well underway. Further phases to replaster and repaint will be needed in due course. In addition, one thing that this dinosaur has learned through the shutdown is that our mission and ministry would be significantly enhanced by a technological upgrade here in St Michael's. We need the church and Parish Centre to be on wifi. We need the ability to record and to broadcast. And we need screens, discretely positioned and retractable, which can increase the flexibility of our worship and teaching. All this is going to cost money but it will be money well spent if we can continue to grow through what we have learned about digital media in 2020.

And don't underestimate the emotional burden of all of this – we will need resilience for the long term and continued pliability in a rapidly changing world. When the Israelites had crossed the Red Sea none of them would have anticipated it would take forty years to leave the wilderness. So I encourage you to find rest, refreshment, and reconnection with God – in the ways that work for you and that are possible at the minute.

The parish will face financial challenges until spatial distancing is lifted. This is because groups are only gradually returning to our three halls. We have cut costs in response to reduced activity but the fall in income is inevitably greater. I would ask that individual supporters please review and maintain realistic levels of giving so that we can sustain cashflow over the next few months. Annual giving campaign materials will circulate in a few weeks' time with more detailed information, including encouragement to those who are still giving by standing order (even more if you are supporting by cash or cheque) to make the transition to the Parish Giving Scheme, details of which are available from the back of both churches and through the parish office.

Finally, as some of you heard last Sunday, I'd like to offer a little reassurance from history. Devastating epidemics swept across the Roman Empire in the 160s and 250s AD. Both carried off vast swathes of the population – certainly more than 10%, maybe as much as 20 or even 30%.

## Our Parish

This was a world in which Christianity was a persecuted minority pursuit. And yet – remarkably - at the end of both these epidemics, the Church found itself numerically stronger and proportionately larger than it had at the start. This was because the Christian response to these darkest of days was practically and spiritually more effective than its pagan counterparts.

Dionysius, Bishop of Alexandria noted the practical and **social support** offered by Christians in response to the disease that was plaguing his city. Quote,

*Most of our brother-Christians showed unbounded love and loyalty, never sparing themselves and thinking only of one another. Heedless of the danger, they took charge of the sick, attending to their every need and ministering to them in Christ, and with them departed this life serenely happy; for they were infected by others with the disease, drawing on themselves the sickness of their neighbours and cheerfully accepting their pains...*

Even allowing for some polemical exaggeration, the basic medical care which was disproportionately supplied by the Christian community would have cut death rates simply because the sick were given food and drink which enabled some to recover.

Underpinning this practical response to the epidemic was a **spiritual confidence**. Dionysius' counterpart in Carthage, Bishop Cyprian wrote in his treatise *On Mortality* that Christians could face trials in this world (including care for the infectious) with the hope of the next world. The message of the resurrection steeled the Christian community for the task in hand.

Social support and spiritual confidence are the twin qualities commended to us by the Christian response to the epidemics of the second and third centuries. Throughout 2020 we have witnessed both social support and spiritual confidence in our parish. And we will need more of these in the months ahead, either until a vaccine is secured or herd immunity is achieved. I have every confidence that true normality will be restored, in which masks and spatial distancing become a fleeting memory. The aftermath of those far more devastating pandemics from ancient times demonstrates that normality will return. Until then I commend our common life of service and worship of the Lord to your ongoing faith and prayers.

**Matters arising from minutes of 28<sup>th</sup> April 2019 or discussion of matters of general parochial interest – to be received in advance at [kennethpadley@gmail.com](mailto:kennethpadley@gmail.com)**

No matters arising had been submitted in advance

**Date of Next Meeting – May 16<sup>th</sup> 2021**

nem con

**Grace**

Meeting closed with the Grace at 11.30

Parish Accounts
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## Treasurer's Review for the period

	Period start date				Period end date		
	1st	January	2020		31st	December	2020
<b>From</b>				<b>To</b>			

I present the accounts for the year ended 31<sup>st</sup> December 2020 of St Michael's Church with St Mary's, Childwick Green for consideration and reception by the APCM, having been approved by the PCC at their meeting on 10<sup>th</sup> March. The accounts have been inspected by Brendan Chambers and his report is annexed to these accounts. The PCC express their grateful thanks to him for his undertaking.

These accounts have been prepared under the Charities Commission Statement of Recommended Practice (SORP) 2005 for Accrual Accounts using the format of the Charity Accounting Templates and accompanying notes.

### Review of Financial position at year end

The impact of Covid-19 had mixed results on our financials. With caution, we had anticipated a severe drop in earnings and donations. However, whilst income from lettings did decrease our donations, and grateful thanks to the many generous parishioners who increased their giving, allowed us to fill this gap. Our cash flow at the start of the year came under heavy pressure but we were able to support this by our Deposit account.

### General (operating) Fund

Our General (operating) Fund showed an increase of £5k principally due to the amount of additional donations, £13k, which was able to fill the gap left by the reduction in plate giving, fundraising and church fees (£-13k). This year we further benefitted from the accelerated Gift Aid of £5k since joining the Parish Giving Scheme.

### Designated Funds

Our Designated Funds increased by £5k. Whilst income from lettings reduced by £21k and with far less activity, expenditure on our Halls was also reduced by £34k.

We were able to move ahead on the Church Redecoration project (£8k) and the St Mary's Refurbishment project was finalised with the receipt of further anticipated grants, donations and VAT reclaim of (£40k) and after reversal of the 2019 (£40k) provision and final bills (£18k) left a net project cost of £13k.

### Reserves Policy

Our long term investments in Note 6 comprise of 5 separate investments of income, investment and property units. These investments are stated in the Balance Sheet (Note 17) with combined market values as at 31<sup>st</sup> December 2020 of £394,776. The market value of these investments increased during 2020 by £1,015. The cumulative unrealised revaluation reserve over original cost is £179,608.

Nigel Voyce ACMA  
PCC Treasurer



## Independent examiner's report on the accounts

Section A

### Independent Examiner's Report

Report to the trustees/  
members of

St Michael's Parochial Church Council

On accounts for the year  
ended

31<sup>st</sup> December 2020

Charity no  
(if any)

1132915

Set out on pages

1 to 2

Respective  
responsibilities of  
trustees and examiner

The charity's trustees 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 the 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 Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Signed:

Date:

29/3/2021

Name:

BRENDAN CHAMBERS

Relevant professional  
qualification(s) or body

F.F.A.

(if any):

Address:

4 HOLLYBUSH AVENUE

ST ALBANS

HERTFORDSHIRE AL2 3AD

## Section B

## Disclosure

**Give here brief details of any items that the examiner wishes to disclose.**

Throughout my independent examination of the Church accounts, it was not possible for the treasurer to gain access to all of the bookkeeping records. The coronavirus lockdown rules were firmly in place for the duration of the examination and in some areas we have had to rely on emails and electronic evidence to enable me to complete my review. I am however satisfied that all material evidence has been provided and I am happy to sign this report.



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

St Michael's Parochial Church Council		Charity No (if any)	1132915
Annual accounts for the period			
Period start date	01/01/2020	To	Period end date 31/12/2020

## Section A Statement of financial activities

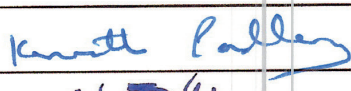

Recommended categories by activity	Guidance Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£	£	£	£	£
		F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>						
<b>Income and endowments from:</b>						
Donations and legacies	S01	162,087	-	-	162,087	152,350
Charitable activities	S02	1,364	-	-	1,364	8,302
Other trading activities	S03	7,353	320	-	7,673	10,295
Investments	S04	68,065	-	-	68,065	90,485
Separate material item of income	S05	-	-	-	-	-
Other	S06	-	-	-	-	-
<b>Total</b>	S07	238,869	320	-	239,189	261,432
<b>Resources expended (Note 6)</b>						
<b>Expenditure on:</b>						
Raising funds	S08	86,557	293	-	86,850	177,085
Charitable activities	S09	142,800	-	-	142,800	141,757
Separate material item of expense	S10	-	-	-	-	-
Other	S11	-	-	-	-	-
<b>Total</b>	S12	229,357	293	-	229,650	318,842
<b>Net income/(expenditure) before investment gains/(losses)</b>	S13	9,512	27	-	9,539	- 57,410
Net gains/(losses) on investments	S14	-	-	-	-	-
<b>Net income/(expenditure)</b>	S15	9,512	27	-	9,539	- 57,410
<b>Extraordinary items</b>	S16	-	-	-	-	-
<b>Transfers between funds</b>	S17	-	-	-	-	-
<b>Other recognised gains/(losses):</b>						
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-	-
Other gains/(losses)	S19	-	-	-	-	-
<b>Net movement in funds</b>	S20	9,512	27	-	9,539	- 57,410
<b>Reconciliation of funds:</b>						
Total funds brought forward	S21	337,826	606	-	338,432	395,842
<b>Total funds carried forward</b>	S22	347,338	633	-	347,971	338,432



## Section B Balance sheet

	Guidance Notes	Restricted				
		Unrestricted funds £ F01	income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>						
Intangible assets (Note 15)	B01	-	-	-	-	-
Tangible assets (Note 14)	B02	-	-	-	-	-
Heritage assets (Note 16)	B03	-	-	-	-	-
Investments (Note 17)	B04	394,776	-	-	394,776	393,761
<b>Total fixed assets</b>	B05	394,776	-	-	394,776	393,761
<b>Current assets</b>						
Stocks (Note 18)	B06	-	599	-	599	599
Debtors (Note 19)	B07	2,785	-	-	2,785	2,120
Investments (Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand (Note 24)	B09	128,672	2,468	-	131,140	164,857
<b>Total current assets</b>	B10	131,457	3,067	-	134,524	167,576
<b>Creditors: amounts falling due within one year</b> (Note 20)	B11	1,721	-	-	1,721	4,312
<b>Net current assets/(liabilities)</b>	B12	129,736	3,067	-	132,803	163,264
<b>Total assets less current liabilities</b>	B13	524,512	3,067	-	527,579	557,025
<b>Creditors: amounts falling due after one year</b> (Note 20)	B14	-	-	-	-	-
<b>Provisions for liabilities</b>	B15	-	-	-	-	40,000
<b>Total net assets or liabilities</b>	B16	524,512	3,067	-	527,579	517,025
<b>Funds of the Charity</b>						
Endowment funds (Note 27)	B17	-	-	-	-	-
Restricted income funds (Note 27)	B18	-	633	-	633	606
Unrestricted funds	B19	347,338	-	-	347,338	337,826
Revaluation reserve	B20	179,608	-	-	179,608	178,593
<b>Total funds</b>	B21	526,946	633	-	527,579	517,025

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	REV'D Dr Kenneth Padley Vicar	11/04/2021
	Nigel Voyce ACMA PCC Treasurer	11/04/2021

Note 1 Basis of preparation - Treatment of Account using accrual accounting available from Parish office  
 Note 2 Accounting Policies - Treatment of income, expenditure, liabilities and assets available from Parish office

**Section C** **Notes to the accounts** **(cont)**

**Note 3 Analysis of income**

		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
	<b>Analysis</b>					
<b>Donations and legacies:</b>	Donations and gifts	139,593	-	-	139,593	131,479
	Gift Aid	20,544	-	-	20,544	18,292
	Legacies	-	-	-	-	1,000
	General grants provided by government/other charities	1,950	-	-	1,950	1,579
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	-
	Donated goods, facilities and services	-	-	-	-	-
	Other	-	-	-	-	-
	<b>Total</b>	162,087	-	-	162,087	152,350
<b>Charitable activities:</b>		-	-	-	-	-
		-	-	-	-	-
	Activities for generating/raising funds	1,364	-	-	1,364	8,302
	Other	-	-	-	-	-
	<b>Total</b>	1,364	-	-	1,364	8,302
<b>Other trading activities:</b>		-	-	-	-	-
	Traidcraft	-	320	-	320	1,395
	PCC Fees	7,353	-	-	7,353	8,900
	Other	-	-	-	-	-
	<b>Total</b>	7,353	320	-	7,673	10,295
<b>Income from investments:</b>	Interest income	244	-	-	244	704
	Dividend income	14,684	-	-	14,684	15,157
	Rental and letting income	53,137	-	-	53,137	74,624
	Other	-	-	-	-	-
	<b>Total</b>	68,065	-	-	68,065	90,485
<b>Separate material item of income:</b>		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	<b>Total</b>	-	-	-	-	-
<b>Other:</b>	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	-	-	-	-	-
	<b>Total</b>	-	-	-	-	-
<b>TOTAL INCOME</b>		238,869	320	-	239,189	261,432

**Other information:**

All income in the prior year was unrestricted except for:  
 (please provide description and amounts)

Not Applicable

Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.

Not Applicable

Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)

Not Applicable

Note 4 Analysis of receipts of government grants - Not Applicable  
 Note 5 Donated goods, facilities and services - Not Applicable

Note 6 Analysis of expenditure

	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
<b>Analysis</b>					
<b>Expenditure on raising funds:</b>					
Incurred seeking donations	-	-	-	-	-
Incurred seeking legacies	-	-	-	-	-
Incurred seeking grants	-	-	-	-	-
Operating membership schemes and social lotteries	-	-	-	-	-
Staging fundraising events	1,900	293	-	2,193	8,320
Fundraising agents	-	-	-	-	-
Operating charity shops	-	-	-	-	-
Operating a trading company undertaking non-charitable trading activity	-	-	-	-	-
Advertising, marketing, direct mail and publicity	1,305	-	-	1,305	1,486
Start up costs incurred in generating new source of future income	-	-	-	-	-
Database development costs	-	-	-	-	-
Other trading activities	64,539	-	-	64,539	152,407
Investment management costs:	-	-	-	-	-
Portfolio management costs	-	-	-	-	-
Cost of obtaining investment advice	-	-	-	-	-
Investment administration costs	-	-	-	-	-
Intellectual property licencing costs	-	-	-	-	-
Rent collection, property repairs and maintenance charges	18,813	-	-	18,813	14,872
	-	-	-	-	-
<b>Total expenditure on raising funds</b>	<b>86,557</b>	<b>293</b>	<b>-</b>	<b>86,850</b>	<b>177,085</b>
<b>Expenditure on charitable activities</b>					
Missionary and Charitable Giving	217	-	-	217	2,004
Parish Share	95,830	-	-	95,830	94,009
Ministry	15,854	-	-	15,854	14,901
Worship/Choir/Organ	12,658	-	-	12,658	17,143
Administration	18,241	-	-	18,241	13,700
<b>Total expenditure on charitable activities</b>	<b>142,800</b>	<b>-</b>	<b>-</b>	<b>142,800</b>	<b>141,757</b>
<b>Separate material item of expense</b>					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other</b>					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Total other expenditure</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURE</b>	<b>229,357</b>	<b>293</b>	<b>-</b>	<b>229,650</b>	<b>318,842</b>

Other information:

Analysis of expenditure on charitable activities

Activity or programme	Activities undertaken directly	Grant funding of activities	Support Costs	Total this year	Total prior year
	£	£	£	£	£
Activity 1	Missionary and Charitable Giving - UK		217	217	1,165
Activity 2	Missionary and Charitable Giving - Overseas		0	0	839
Other	Parish, Ministry, Worship and Administration		142,583	142,583	139,753
<b>Total</b>			<b>142,800</b>	<b>142,800</b>	<b>141,757</b>

Prior year expenditure on charitable activities can be analysed as follows:

Giving to recognised Registered Charities
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Within the expenditure items above the following items are material: (please disclose the nature, amount and any prior year amounts)

A Work in Progress Provision of £40,000 had been made in 2019 for the completion of the St Mary's Refurbishment Project.
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Note 7	Extraordinary items	- Not Applicable
Note 8	Funds received as agent	- Not Applicable
Note 9	Support Costs	- Not Applicable

## Section C Notes to the accounts

### Note 10 Details of certain items of expenditure

#### 10.1 Fees for examination of the accounts

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).*

Independent examiner's fees

Assurance services other than audit or independent examination

Tax advisory fees

Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner

This year £	Last year £
200	200

## Note 11

## Paid employees

Please complete this note if the charity has any employees.

## 11.1 Staff Costs

	This year £	Last year £
Salaries and wages	28,199	27,043
Social security costs	-	-
Pension costs (defined contribution scheme)	-	-
Other employee benefits	-	-
<b>Total staff costs</b>	<b>28,199</b>	<b>27,043</b>

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

Not Applicable

Please give details of the number of employees whose total employee benefits (excluding employer pension costs) fell within each band of £10,000 from £60,000 upwards. If there are no such transactions, please enter 'true' in the box provided.

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

TRUE

Band	Number of employees
£60,000 to £69,999	
£70,000 to £79,999	
£80,000 to £89,999	
£90,000 to £99,999	
£100,000 to £109,999	

Please provide the total amount paid to key management personnel (includes trustees and senior management) for their services to the charity

## 11.2 Average head count in the year

The parts of the charity in which the employees work

	This year Number	Last year Number
Fundraising	-	-
Charitable Activities	-	-
Governance	-	-
Other	5	3
<b>Total</b>	<b>5</b>	<b>3</b>

## 11.3 Ex-gratia payments to employees and others (excluding trustees)

Please complete if an ex-gratia payment is made.

Please explain the nature of the payment

Please state the legal authority or reason for making the payment

Please state the amount of the payment (or value of any waiver of a right to an asset)

## 11.4 Redundancy payments

Please complete if any redundancy or termination payment is made in the period.

Total amount of payment

Note 12 Defined contribution pension

- Not Applicable

Note 13 Grant making

- Not Applicable

Note 14 Tangible fixed assets

- Not Applicable

Note 15 Intangible assets

- Not Applicable

Note 16 Heritage assets

- Not Applicable

**Note 17 Investment assets**

Please complete this note if the charity has any investment assets.

**17.1 Fixed assets investments (please provide for each class of investment)**

	Cash & cash equivalents	Listed investments	Investment properties	Social investments	Other	Total
Carrying (fair) value at beginning of period	-	393,761	-	-	-	393,761
Add: additions to investments during period*	-	-	-	-	-	-
Less: disposals at carrying value	-	-	-	-	-	-
Less: impairments	-	-	-	-	-	-
Add: Reversal of impairments	-	-	-	-	-	-
Add/(deduct): transfer in/(out) in the period	-	-	-	-	-	-
Add/(deduct): net gain/(loss) on revaluation	-	1,015	-	-	-	1,015
Carrying (fair) value at end of year	-	394,776	-	-	-	394,776

\*Please specify additions resulting from acquisitions through business combinations, if any.

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Please note that Fair Value in this context is the amount for which an asset could be exchanged between knowledgeable and willing parties in an arm's length transaction. For traded securities, the fair value is the value of the security quoted on the London Stock Exchange Daily Official List or equivalent. For other assets where there is no market price on a traded market, it is the trustees' or valuers' best estimate of fair value.

**17.2 Please provide a breakdown of investments shown above agreeing with the balance sheet row B04 differentiating between those held at fair value and those held at cost less impairment.**

**Analysis of investments**

	Fair value at year end	Cost less impairment
	£	£
Cash or cash equivalents	-	-
Listed investments	394,776	-
Investment properties	-	-
Social investments	-	-
Other investments	-	-
Total	394,776	-
Grand total (Fair value at year end+Cost less impairment)		

**17.3 If your charity holds investment properties, please complete the following note:**

(i) Explain the methods and significant assumptions in determining the fair value of investment property held by the charity	Not Applicable
(ii) Name or independent valuer, if applicable, and relevant qualifications	Not Applicable
(iii) Provide details of any restrictions on the ability to realise investment property or on the remittance of income or disposal proceeds	Not Applicable
(iv) Explain any contractual obligations for the purchase, construction or development of investment property or for repairs, maintenance or enhancements	Not Applicable

**17.4 Please provide a breakdown of current asset investments, if applicable, agreeing with the balance sheet.**

**Analysis of current asset investments**

	This year	Last year
	£	£
Cash or cash equivalents	-	-
Listed investments	394,776	393,761
Investment properties	-	-
Social investments	-	-
Other investments	-	-
Total	394,776	393,761

## Note 18

## Stocks

Please complete this note if the charity holds any stock items

18.1 Please state the carrying amount of stock and work in progress analysed between activities.

	Stock		Donated goods		Work in progress
	For distribution	For resale	For distribution	For resale	
	£	£	£	£	
<b>Charitable activities:</b>					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
<b>Other trading activities:</b>					
<i>Opening</i>	-	599	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	599	-	-	-
<b>Other:</b>					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
<b>Total this year</b>	-	599	-	-	-
<b>Total previous year</b>	-	599	-	-	-

18.2 Please specify the carrying amount of any stocks pledged as security for liabilities

Not Applicable



Section C	Notes to the accounts	(cont)
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**Note 19 Debtors and prepayments**

*Please complete this note if the charity has any debtors or prepayments.*

**19.1 Analysis of debtors**

Trade debtors

Prepayments and accrued income

Other debtors

**Total**

This year	Last year
£	£
2,785	2,120
0	0
0	0
2,785	2,120

*Please complete 19.2 where a material debtor is recoverable more than a year after the reporting date.*

**19.2 Analysis of debtors recoverable in more than 1 year (included in debtors above)**

Trade debtors

Prepayments and accrued income

Other debtors

**Total**

This year	Last year
£	£
-	-
-	-
-	-
-	-
-	-

Section C	Notes to the accounts	(cont)
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**Note 20 Creditors and accruals**

*Please complete this note if the charity has any creditors or accruals.*

**20.1 Analysis of creditors**

Accruals for grants payable

Bank loans and overdrafts

Trade creditors

Payments received on account for contracts or performance-related grants

Accruals and deferred income

Taxation and social security

Other creditors

**Total**

Amounts falling due within one year		Amounts falling due after more than one year	
This year	Last year	This year	Last year
£	£	£	£
-	-	-	-
-	-	-	-
1,721	4,002	-	-
-	-	-	-
-	310	-	-
-	-	-	-
-	-	-	-
1,721	4,312	-	-

**20.2 Deferred income**

*Please complete this note if the charity has deferred income.*

*Please explain the reasons why income is deferred.*

**Movement in deferred income account**

Balance at the start of the reporting period

Amounts added in current period

Amounts released to income from previous periods

Balance at the end of the reporting period

This year	Last year
£	£
-	-
-	-
-	-
-	-



Section C	Notes to the accounts	(cont)
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### Note 21 Provisions for liabilities and charges

Please complete this note if you have included in charity expenditure any provisions. A provision is made when the charity has a liability of uncertain timing or amount.

#### 21.1 Please provide:

- a brief description of any obligations on the balance sheet and the expected amount and timing of resulting payments;
- an indication of the uncertainties about the amount or timing of those outflows; and
- the amount of any expected reimbursement, stating the amount of any asset that has been recognised for that expected reimbursement.


#### 21.2 Movements in recognised provisions and funding commitment during the period

Balance at the start of the reporting period  
 Amounts added in current period  
 Amounts charged against the provision in the current period  
 Unused amounts reversed during the period  
 Balance at the end of the reporting period

This year £	Last year £
40,000	-
-	40,000
- 40,000	-
-	-
-	40,000

21.3 For any funding commitment that is not recognised as a liability or provision, provide details of commitment made, the time frame of that commitment, any performance-related conditions and details of how the commitment will be funded (with contracts for capital expenditure separately identified).

--

21.4 Where unrestricted funds have been designated to a fund commitment, please disclose the nature of any amounts designated and the likely timing of that expenditure.

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Note 22 Other disclosures - Not Applicable  
 Note 23 Contingent liabilities and contingent assets - Not Applicable

Section C	Notes to the accounts	(cont)
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### Note 24 Cash at bank and in hand

Short term cash investments (less than 3 months maturity date)  
 Short term deposits  
 Cash at bank and on hand  
 Other Deposit Accounts  
 Total

This year £	Last year £
-	-
72,254	132,254
55,551	29,199
3,335	3,404
131,140	164,857

Note 25 Fair value of assets and liabilities - Not Applicable

Section C	Notes to the accounts	(cont)
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### Note 26 Events after the end of the reporting period

Please complete this note events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.

Please provide details of the nature of the event

The Covid-19 Virus continues to impose restrictions on some of our hall lettings.

Provide an estimate of the financial effect of the event or a statement that such an estimate cannot be made

The financial effect during the first 6 months of 2020 is likely to be in the order of £10,000. This will be financed through our short term deposits (note 24).

Section C	Notes to the accounts	(cont)
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**Note 27** Charity funds

**27.1 Details of material funds held and movements during the CURRENT reporting period**

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds'. The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

\* Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
General Fund	UR	General Operating Fund	- 69,728	134,141	- 129,217	-	-	- 64,804
Parish Centre	UR	Operation/Lettings	10,770	14,086	- 9,636	-	-	15,220
Organ Fund	UR	Organ Maintenance	9,261	541	414	-	-	10,216
Tower West -Grimthorpe	UR	Tower Maintenance	3,812	474	-	-	-	4,286
Churchyard - Forrester	UR	Churchyard Maintenance	9,445	584	-	-	-	10,029
Rural Deanery Fund	UR	Recovery of Rural Deanery Exps	-	1,033	- 1,033	-	-	-
Change Ringers	UR	Society of Change Ringers	3,482	53	- 285	-	-	3,250
School House Flat	UR	Rental and maintenance of Flat	- 1,377	11,330	- 15,254	-	-	- 5,301
Goldhawk Capital Fund	UR	Specific Church Maintenance	353,467	-	-	-	-	353,467
Goldhawk Woodwork Fund	UR	Restore woodwork in church	3,353	1,000	- 1,030	-	-	3,323
Outreach	UR	Outreach	592	-	-	-	-	592
Lunch Club	UR	Pastoral Society	663	-	- 76	-	-	587
Choral Scholarship	UR	Encourage Choral Scholars	2,531	706	- 1,300	-	-	1,937
Choristers Fund	UR	Choir	1,703	1,000	- 365	-	-	2,338
Vicar's Discretionary Fund	UR	Vicar's Discretion	828	-	- 11	-	-	817
Flower Fund	UR	Church Flowers	- 94	-	- 239	-	-	- 333
St Michael's Tiny Tots	UR	Pre-School Playgroup	1,094	153	- 137	-	-	1,110
Parish Magazine	UR	Communication Magazine	1,680	903	- 1,220	-	-	1,363
Education Fund	UR	Further Religious Teachings	1,583	-	- 79	-	-	1,504
Memorial Hall	UR	Lettings	12,766	25,663	- 22,690	-	-	15,739
Redecoration Fund	UR	Church Redecoration	25,171	600	- 8,250	-	-	17,521
St Mary's Fund	UR	Church Maintenance	490	6,491	- 20,389	-	-	- 13,408
St Mary's Friends	UR	Upkeep of historical buildings	420	-	-	-	-	420
St Mary's Refurbishment	UR	Major project	- 34,086	40,111	- 18,560	-	-	- 12,535
Traidcraft	R	Trading of Eco Conscious goods	606	320	- 293	-	-	633
Total Funds			338,432	239,189	- 229,650	-	-	347,971

Section C	Notes to the accounts	(cont)
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**Note 27** Charity funds (cont)

**27.2 Details of material funds held and movements during the PREVIOUS reporting period**

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds'. The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

\* Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	1/1/19 Fund balances b/f £	Income £	Expenditure £	Transfers £	Gains and losses £	31/12/19 Fund balances c/f £
General Fund	UR	General Operating Fund	- 66,596	128,936	- 131,185	-	-	- 68,845
Parish Centre	UR	Lettings/Maintenance	12,379	23,599	- 25,208	-	-	10,770
School House Flat	UR	Lettings/Maintenance	16,412	7,173	- 24,962	-	-	- 1,377
Redecoration Fund	UR	Church Redecoration	22,660	5,123	- 2,612	-	-	25,171
Memorial Hall	UR	Lettings/Maintenance	6,565	41,719	- 35,518	-	-	12,766
St Mary's Refurbishment	UR	Major Build Project	4,121	35,430	- 73,637	-	-	- 34,086
Goldhawk Capital Fund	UR	Church Maintenance	353,467	-	-	-	-	353,467
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
Other funds	UR	N/a	46,834	19,452	- 25,720	-	-	40,566
Total Funds			395,842	261,432	- 318,842	-	-	338,432

Note 27.3	Transfers between Funds	- Not Applicable
Note 27.4	Designated Funds	- Not Applicable
Note 28	Transactions with trustees and related parties	- Not Applicable

## Note 29

## Additional Disclosures

The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts.

### Endowment Fund Assets - Held in trust for the PCC by the Diocese

These assets have been left to St Michael's PCC by our benefactors in trust for the invested income to be used for designated purposes by the church.

The PCC can change the investment but is not authorised to spend the capital comprising those funds without Diocese authority

#### (i) Capital

The market value of such Endowment funds at the balance sheet date was as follows:

	CBF Investmnt Fund (UK equity stocks Value at 31/12/19 £	Withdrawn	CBF Investmnt Fund (UK equity stocks Value at 31/12/20 £	Total 2020 Unrealised Gain £	CBF Deposit Accrued Interest 31/12/19 £	2020 Interest rec'd and withdrawn £	CBF Deposit Accrued Interest 31/12/20 £
<b>St Michael's</b>							
(1) Chancel Fund	1,186		1,268	82			
(2) Dashwood bequest (Upkeep Gdn of	5,738		6,134	396			
(3) Forrester bequest (Churchyard Upkeep)	19,457		20,800	1,343			
(4) Grimthorpe bequest (Church Repair Fund)	15,798		16,889	1,091			
<b>St Mary's</b>							
(1) Joel bequest	59,232		63,323	4,091	1,733	-384	1,349
(2) Repair Fund	-		-	-			
<b>Total at 31/12/20</b>	<b>101,411</b>		<b>108,414</b>	<b>7,003</b>			

#### (ii) Income

Dividends from equity investments are included in the Statement of Financial Activities on Section C Note 3

Interest on the St Mary's CBF Deposit Account is held by the Diocesan Office and does not form part of the capital

#### (iii) Joshua Lomax (For a Sermon)

The value at 31/12/20 was £270 (2019 £254)