

## Trustees' Annual Report for the period

From

01.09.19

To

31.08.20

Charity name

**St Andrew's Church, Devizes**

Registered charity number

**1156418**

Charity's principal address

St. Andrews Church

Long Street

DEVIZES

Wiltshire

SN10 1NJ

### Names of the charity trustees who manage the charity

Trustee name

Office (if any)

Dates acted if not for whole year

1 Mrs Marion Ann Butler

2 Mrs Mary Chivers-Newman

Secretary

3 Rev Gary John Gotham

Chairperson

4 Mr Richard Peter Heath

5 Mrs Patricia Marie Lee

6 Mrs Ruth Marjorie McGregor

7 Mrs Margaret Pigg

8 Mr Paul Newman

9 Mr William Ernest Thomas

10 Mrs Dora June White

11

12

13

### Description of the charity's trusts

|                                |   |
|--------------------------------|---|
| Type of governing document     | Constitution  |
| How the charity is constituted | Charitable unincorporated association                   |
| Trustee selection methods      | Elected by Members at the Annual Congregational Meeting |

### Summary of the objects of the charity set out in its governing document

The purpose of the Charity is to advance the Christian faith in the Area of Benefit in accordance with the principles and practices of the Participating Churches.

In achieving its purpose, the Charity will engage in a range of activities, either on its own or with others, including (but not restricted to):

- a) the celebration of public worship;
- b) the teaching of the Christian faith;
- c) mission and evangelism;
- d) pastoral work, including visiting the sick and the bereaved;
- e) the provision of facilities with a Christian ethos for the local community, including (but not restricted to) the elderly, the young and other groups with special needs; and
- f) the support of other charities in the UK and overseas.

### Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

St Andrews Church, Devizes is set up to benefit the public in general. All meetings are free of charge and open to all. Services and facilities are provided to all in the local community who will benefit from them.

The Church's purpose is beneficial through the promotion of individual and family stability and wellbeing and increased ability to contribute positively to society. Pastoral work focuses on visiting the sick and the bereaved.

Groups benefiting from activities and facilities include, but are not restricted to, the elderly, the young and other groups with special needs. The Church seeks to meet the spiritual, mental and physical needs of people in the community. No detriment or harm is expected to result from the church's purpose. The Church seeks to develop and maintain positive relationships with other faith and non-faith groups. Families and individuals will benefit from meeting their spiritual, mental and physical needs. No financial benefits are paid by the Church.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit when planning activities for the year.

**Summary of the main achievements of the charity during the year**

**Chairperson**

During the Covid pandemic the Church premises have been closed. Initially, daily Zoom reflections were available for members. As time went on Sunday services were produced on Zoom and in the last few months on YouTube, with a chance for members to join in a Zoom meeting after the service to chat and share experiences. We have also celebrated the Church Festivals of Advent, Christmas, Lent and Easter online. Christmas cards and palm crosses with an Easter prayer were delivered to all members.

We have said 'farewell' to several dearly loved friends either moving away or passing away. Unfortunately the Wednesday Friendship Group for those coping with bereavement has also been suspended, but it is hoped that the Group will reform when the Government guidelines allow.

Our Thursday Coffee Morning, a valuable outreach event, has also been suspended, but it is hoped that this will also start up when possible.

The Church magazine has been produced weekly, instead of monthly and emailed to members. Friends with no internet have been given a printed copy.

Colourful illustrated messages of hope and encouragement have been attached to the Church glass doors during the pandemic, for passing members of the public and showing that St. Andrew's is very much alive, even if the Church building is closed.

**Property Group**

General maintenance and electrical inspections have continued during the pandemic, thanks to our faithful Leader of the Property Group.

**Lettings of Church Premises**

As the Church premises were closed from March 2020, all Church groups and lettings to outside groups ceased from that date. The loss of lettings has resulted a big drop in income for the Church.

**Pastoral Secretary**

During the pandemic the roles of the Pastoral Secretary and Pastoral Visitors have been even more important, keeping in touch with members. Some small groups of members have met, at intervals and when the weather

allowed, in parks and open places. This was important to keep in touch with friends with no internet access, who were not able to see the Zoom/YouTube Service.

### **Safeguarding**

The Safeguarding representative for St. Andrew's Church makes sure that we have the procedures in place to keep both our children *and* our vulnerable adults safe. However, all members have a part to play in safeguarding and should become informed and undergo training if involved with these two groups.

There have been no disclosures made concerning either children or vulnerable adults this year.

### **Thursday Toddlers**

This group has been closed during the pandemic, but it is hoped to restart as soon as Government guidelines allow. In normal times this group attracts about 30 children, with their respective adults. The group gives the adults chance to get together whilst the children play and do various craft activities.

### **Messy Church**

Messy Church has also been suspended during the pandemic. Usually Messy Church takes place on the second Sunday in each month. Activities, games and crafts are always based on a Bible story. After a 'Show and Tell' type of worship in the Church families go back into the hall for conversation and fun over a lovely meal.

It is hoped that Messy Church will start up again when Government guidelines allow.

### **Tuesday Fellowship**

This group has also been suspended during the pandemic, but members have kept in touch by phone and meeting in small groups in parks and open places in the town.

It is hoped that this group will also restart when Government guidelines allow.

### **Choir and Music Group**

The three Church organists have taken part in the online Services with members of the Choir.

The Music Group has been an invaluable part of our online worship, each member being recorded separately and then

cleverly linked together on screen. Church members have greatly appreciated the work involved in producing music for the online worship.

### **Ladies Evening Group**

Members have kept in touch by phone, internet and meeting in small groups in open places during the pandemic. It is hoped that this group will re-form when possible.

### **Social & Catering (SOCAT)**

As the Church premises have been closed during the pandemic, this Group has not been involved in any catering events.

### **House Groups**

Members of the House Group have kept in touch with regular Zoom meetings, providing quality time in which all sorts of life and faith matters are talked about. Members support each other and pray for situations they are concerned about.

### **Poetry Group**

The Poetry Group has been suspended during the pandemic, but it is hoped that it will continue when the Church re-opens.

### **St. Andrew's Traidcraft Stall**

Limited amounts of Traidcraft goods have been ordered and purchased by members of St. Andrew's Church during the pandemic.

### **Art Group**

This Group has also been suspended during the pandemic. It is hoped to open up again when the Church re-opens.

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**Brief statement of the charity's policy on reserves**

Unrestricted (ie General) Funds are used for the day to day running of the Church.

The main reasons for holding general reserves are:

- To ensure that the church always has funds available to pay its way (working capital).
- To protect against unforeseen circumstances – ie loss of income and increased expenditure (eg urgent repairs or replacement of equipment).
- To enable the Church to respond to new opportunities for mission and service.

The target level of reserves is between £30,000 to £40,000: £15,000 to £20,000 for working capital and £15,000 to £20,000 for unforeseen circumstances and opportunities. Actual general reserves at 31 August 2020 were £41,718 (2019: £48,816).

Restricted Funds are utilised for the purposes for which the funds have been set aside. The funds are utilised in a time frame set by the Church Council. Actual restricted reserves at 31 August 2020 were £5,191 (2019: £13,278) to be used mainly for repairs, maintenance and improvements to property and equipment.

**Section F**

**Other optional information**

**Churches Together in Devizes**

The Church plays an active role as a member of Churches Together in Devizes, being one of eight churches representing a broad range of worship across the town which together focus on four priorities:

- 1) Grow more confident in faith,
- 2) Champion social justice,
- 3) Nurture children and young people and
- 4) Be good stewards of the environment.

**Wiltshire United Area Methodist/United Reformed**

The Church is part of the Wiltshire United Area Methodist/United Reformed which covers a mixed urban/rural area of Wiltshire and includes the expanding towns of Trowbridge, Warminster, Westbury, Devizes, Calne, Corsham, Bradford-on-Avon and Melksham, together with the surrounding villages of Whitley, Winsley, Bromham, Semmington, Seend, Steeple Ashton, Market Lavington, Monks Chapel, Chittoe Heath, Holt and Hilperton. The Wiltshire United Area is committed to:-

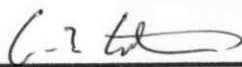

- worshipping God in meaningful ways
- drawing upon the power of prayer
- recognising, receiving and sharing the love of God
- encouraging Church growth in town and village churches
- developing ecumenical links
- reaching out to the wider community
- seeking to meet the needs of all age groups


**Charities**

The Church supports many charities whose objectives and activities are in line with those of the Church. In addition to raising funds for specific charities (eg Christian Aid) the Church is committed to supporting from its own funds three charities for a period of three years – The Devizes & District foodbank (a local charity), Alzheimers Society (a national charity) and The Turning Point Trust (an international charity).

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees


|                                     |   |  |
|-------------------------------------|---|--|
| Signature(s)                        |  |  |
| Full name(s)                        | GARY JOHN GOTHAM  | MARY CHIVERS-NEWMAN  |
| Position (eg Secretary, Chair, etc) | Chair   | Trustee  |
| Date                                | 08.05.21  |  |

|   |                                |          |         |          |       |
|---|--------------------------------|----------|---------|----------|-------|
|  | St Andrew's Church, Devizes    |          | 1156418 |          | CC16a |
|   | Receipts and payments accounts |          |         |          |       |
|   | For the period from            | 01.09.19 | To      | 31.08.20 |       |


## Section A Receipts and payments

|  | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Endowment<br>funds<br>£ | Total funds<br>£ | Last year<br>£ |
|--|----------------------------|--------------------------|-------------------------|------------------|----------------|
| <b>A1 Receipts</b>                     |                            |                          |                         |                  |                |
| Voluntary receipts:                    |                            |                          |                         |                  |                |
| Offerings                              | 32,138                     | 300                      | -                       | 32,438           | 41,427         |
| Other voluntary receipts:              |                            |                          |                         |                  |                |
| Legacies & bequests                    | -                          | -                        | -                       | -                | 50             |
| Donations & grants                     | -                          | 5,004                    | -                       | 5,004            | 5,428          |
| Income tax recovered                   | 1,990                      | -                        | -                       | 1,990            | 8,210          |
| Activities for generating funds:       |                            |                          |                         |                  |                |
| Lettings                               | 9,662                      | -                        | -                       | 9,662            | 13,915         |
| Events & refreshments                  | 3,177                      | 574                      | -                       | 3,751            | 6,506          |
| Other                                  | 1,676                      | -                        | -                       | 1,676            | 1,615          |
| Receipts from church activities        | 891                        | -                        | -                       | 891              | 486            |
| Investment income                      | 822                        | 12                       | -                       | 834              | 852            |
|  | -                          | -                        | -                       | -                | -              |
|  | -                          | -                        | -                       | -                | -              |
| <b>Sub total (Gross income for AR)</b> | <b>50,356</b>              | <b>5,890</b>             | <b>-</b>                | <b>56,246</b>    | <b>78,489</b>  |
| <b>A2 Asset and investment sales</b>   |                            |                          |                         |                  |                |
|  | -                          | -                        | -                       | -                | -              |
|  | -                          | -                        | -                       | -                | -              |
| <b>Sub total</b>                       | <b>-</b>                   | <b>-</b>                 | <b>-</b>                | <b>-</b>         | <b>-</b>       |
| <b>Total receipts</b>                  | <b>50,356</b>              | <b>5,890</b>             | <b>-</b>                | <b>56,246</b>    | <b>78,489</b>  |



|  |                                |          |    |          |       |
|--|--------------------------------|----------|----|----------|-------|
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| A3 Payments                              | Unrestricted funds<br>£ | Restricted funds<br>£ | Endowment funds<br>£ | Total funds<br>£ | Last year<br>£ |
|--|-------------------------|-----------------------|----------------------|------------------|----------------|
| Church activities:                       |                         |                       |                      |                  |                |
| Circuit assessment                       | 34,928                  | -                     | -                    | 34,928           | 38,356         |
| Donations                                | 3,214                   | 1,117                 | -                    | 4,331            | 6,848          |
| Repairs and maintenance                  | 1,403                   | 10,973                | -                    | 12,376           | 14,070         |
| Utilities                                | 8,041                   | -                     | -                    | 8,041            | 7,186          |
| Cleaning                                 | 2,100                   | -                     | -                    | 2,100            | 2,430          |
| Mission                                  | 300                     | -                     | -                    | 300              | 1,034          |
| Books, music etc                         | 1,372                   | -                     | -                    | 1,372            | 1,367          |
| Printing, stationery etc                 | 994                     | -                     | -                    | 994              | 1,523          |
| Events & refreshments                    | 2,409                   | -                     | -                    | 2,409            | 2,307          |
| Sundry                                   | 1,464                   | 3,116                 | -                    | 4,580            | 5,021          |
| Loans repaid                             | -                       | -                     | -                    | -                | -              |
| <b>Sub total</b>                         | <b>56,225</b>           | <b>15,206</b>         | <b>-</b>             | <b>71,431</b>    | <b>80,142</b>  |
| <b>A4 Asset and investment purchases</b> |                         |                       |                      |                  |                |
|  | -                       | -                     | -                    | -                | -              |
|  | -                       | -                     | -                    | -                | -              |
|  | -                       | -                     | -                    | -                | -              |
|  | -                       | -                     | -                    | -                | -              |
| <b>Sub total</b>                         | <b>-</b>                | <b>-</b>              | <b>-</b>             | <b>-</b>         | <b>-</b>       |
| <b>Total payments</b>                    | <b>56,225</b>           | <b>15,206</b>         | <b>-</b>             | <b>71,431</b>    | <b>80,142</b>  |
| <b>Net of receipts/(payments)</b>        | <b>- 5,869</b>          | <b>- 9,316</b>        | <b>-</b>             | <b>- 15,185</b>  | <b>- 1,653</b> |
| <b>A5 Transfers between funds</b>        | <b>- 1,229</b>          | <b>1,229</b>          | <b>-</b>             | <b>-</b>         | <b>-</b>       |
| <b>A6 Cash funds last year end</b>       | <b>48,816</b>           | <b>13,278</b>         | <b>-</b>             | <b>62,095</b>    | <b>63,748</b>  |
| <b>Cash funds this year end</b>          | <b>41,719</b>           | <b>5,191</b>          | <b>-</b>             | <b>46,910</b>    | <b>62,095</b>  |

|  |                                |          |         |          |       |
|--|--------------------------------|----------|---------|----------|-------|
|  | St Andrew's Church, Devizes    |          | 1156418 |          | CC16a |
|  | Receipts and payments accounts |          |         |          |       |
|  | For the period from            | 01.09.19 | To      | 31.08.20 |       |

## Section B Statement of assets and liabilities at the end of the period

|                                | Unrestricted funds<br>£ | Restricted funds<br>£ | Endowment funds<br>£ |
|--------------------------------|-------------------------|-----------------------|----------------------|
| <b>B1 Cash funds</b>           |                         |                       |                      |
| Lloyds TSB General Account     | 11,302                  | -                     | -                    |
| CFB General Account            | 30,417                  | 3,341                 | -                    |
| CFB Fabric Account (StAR Fund) | -                       | 1,850                 | -                    |
| <b>Total cash funds</b>        | <b>41,719</b>           | <b>5,191</b>          | <b>-</b>             |

|                                 | Unrestricted funds<br>£ | Restricted funds<br>£ | Endowment funds<br>£ |
|---------------------------------|-------------------------|-----------------------|----------------------|
| <b>B2 Other monetary assets</b> |                         |                       |                      |
|                                 | -                       | -                     | -                    |
|                                 | -                       | -                     | -                    |
|                                 | -                       | -                     | -                    |
|                                 | -                       | -                     | -                    |

|                                      | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|--------------------------------------|-----------------------------|-----------------|--------------------------|
| <b>B3 Investment assets</b>          |                             |                 |                          |
| Amelia Holloway Trust                | Endowment                   | -               | 40                       |
| Richard John Newman Bequest          | Endowment                   | -               | 160                      |
| Sale of Chapel Trust                 |                             | -               | 10,816                   |
| Surplus Trust Funds                  |                             | -               | 124                      |
| Mrs Elsie Henrietta Phillips B       |                             | -               | 240                      |
| 553.38 COIF Ethical Inv. Funds Units | Endowment                   | -               | 1,482                    |
| 439.00 Charifund Inc Units           |                             | -               | 5,652                    |
| 1,919.00 Charibond Inc Shares        |                             | -               | 2,399                    |
|                                      |                             |                 |                          |
| <b>Total</b>                         |                             | <b>-</b>        | <b>20,913</b>            |





**St Andrew's Church, Devizes**

**1156418**

**Receipts and payments accounts**

**CC16a**

**For the period  
from**

**01.09.19**

**To**

**31.08.20**

**B4 Assets retained for the  
charity's own use**

|       | Fund to which<br>asset belongs | Cost (optional) | Current value<br>(optional) |
|-------|--------------------------------|-----------------|-----------------------------|
| Organ | Unrestricted                   | 26,718          | -                           |
| Lift  | Unrestricted                   | 3,600           | -                           |
|       |                                | -               | -                           |
|       |                                | -               | -                           |
|       |                                | -               | -                           |
|       |                                | -               | -                           |
|       |                                | -               | -                           |
|       |                                | -               | -                           |
|       |                                | -               | -                           |
|       |                                | -               | -                           |

**B5 Liabilities**

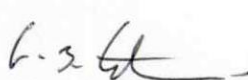
|  | Fund to which<br>liability relates | Amount due<br>(optional) | When due<br>(optional) |
|--|------------------------------------|--------------------------|------------------------|
|  |                                    | -                        |                        |
|  |                                    | -                        |                        |
|  |                                    | -                        |                        |
|  |                                    | -                        |                        |
|  |                                    | -                        |                        |

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

**Signature**

**Print Name**

**Date of  
approval**

|  |                     |             |
|--|---------------------|-------------|
|  | GARY JOHN GOTHAM    | \$ . 5 . 21 |
| RM Chivers Newman  | MARY CHIVERS-NEWMAN | 08/09/21    |

## Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2020 have been prepared from the records of the Church and that they include all funds under the control of the Church trustees.

Signature of treasurer .....  ..... Date 12.01.21

Name and address of treasurer ..... MARION ANN BUTLER .....

2 CAEN HILL GARDENS, DEWES, WILTS Post Code SN10 1QP

### Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2020 were/will be\* presented to the meeting of the Church trustees held on 23 February 2021

Signature of the Chair of the meeting X  .....

Name of the Chair of the meeting REV. GARY GOTHAM ..... Date 11.03.21

### Independent Examiner's Report to the Trustees of the

..... ST. ANDREW'S CHURCH & MARSTON CHAPEL

Charity Number . 1156418

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the ST. Andrew's Church for the year ended 31 August 2020 set out on pages ... to .... As the Church's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').



I report in respect of my examination of the Church's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

\* delete or circle as appropriate

Name of Church .. **ST. ANDREW'S CHURCH and MARSTON CHAPEL**  
Charity No. **1156418**

### Independent Examiner's Statement


I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below\*) which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

[the [the

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

I have/~~have not~~\* obtained independent verification of all investments with the Trustees for Methodist Church Purposes or held in other trusts, bank balances and funds at the Central Finance Board of the Methodist Church which are individually in excess of £10,000 (ten thousand pounds) at the balance sheet date.

Signature of independent examiner ..... 

Name of independent examiner ..... PETER VERMSTON

Relevant professional qualification of independent examiner .....

Name of firm (where appropriate) .....

Address ..... 3 SPIN HILL, MARKET LAVINGTON, SN10 4NR

..... Post Code .....

Date ..... 17/02/21 .....

\* delete or circle as appropriate