

**THE PARISH CHURCH OF ST MICHAEL & ALL ANGELS**  
**WITH ST EADBURGH'S CHURCH, BROADWAY**  
**ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL**  
**FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2018**

**Administrative information.**

St Michael and All Angels' Church is situated in Church Street, Broadway, WR12 4AE.  
It is in the Deanery of Evesham in the Diocese of Worcester within the Church of England. Correspondence  
address is The Vicarage, Church Street, Broadway, Worcestershire, WR12 7AF.  
Charity Registration Number 1129380.

Parochial Church Council (PCC) members who have served from 1<sup>st</sup> January 2018 until the date this report  
was approved are:

<i>Incumbent:</i>	Revd Michelle Ward	Chairman and Priest-in-Charge
<i>Wardens:</i>	Mr Kevin Beasley Mr John Hayes	
<i>Representatives on the Deanery Synod:</i>	Mrs Margaret Deakin Mrs Jo Williamson Dr Joan Reading	
<i>Elected members:</i>	Mr Kevin Beasley	Treasurer
	Mrs Sarah Beasley	Secretary
	Mr Stuart Bates	Until APCM 2018
	Mrs Jean Papandreou	
	Mr Anthony Wall	Until APCM 2018
	Mrs Jill Parmenter	
	Mr Colin Harper	
	Mr John Hayes	
	Mrs Valerie Charlton	
	Mrs Gill Hammond	From APCM 2018

**Aims and Purposes**

The object of the Parochial Church Council is the promotion of the gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC co-operates with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The Parochial Church Council supported the following charities in 2018: Helping Hands in the Vale, The Royal British Legion and Water Aid.

### **Structure, Governance and Management.**

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity. The method of appointment of PCC members is governed by and set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible, as Trustees, for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The PCC has reviewed the policies on: Health & Safety; Safeguarding and have completed the parish Safeguarding Toolkit as required by the Diocese; Graveyard; Conflict/Declaration of Interest; Reserves; Risk; Data Protection; Complaints.

The Parochial Church Council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.)

Annual reviews are carried out for our Lay Readers. Pay reviews are undertaken for the organist, the office administrator and the people who maintain the graveyard and churchyard.

The PCC meets on a regular basis and the standing committee has the power to transact the business of the PCC between PCC meetings subject to directions given by the PCC.

### **Objects and Activities**

The PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The main objectives for 2018 were to increase income by fundraising; increase presence in the community; encourage use of the church building for community events.

### **Achievements and Performance**

Services are held every Sunday at St Michael's Church and from Easter to Harvest at St Eadburgha's Church (as there is no heating for the winter months.) Services of communion are held at Brompton House. House communion is undertaken by the Priest-in-charge and Readers. Visits are undertaken by the Priest-in-Charge, Readers and a Visitor. The Priest-in-Charge and Readers also attend, on a fortnightly basis, Broadway First School to take assembly. Dr Joan Reading continues as Local Authority Governor helping to maintain a Christian presence at Broadway First School.

The coffee club continues at Number 32, a café in the village, which meets every Thursday for an hour. This provides informal chat and friendship and, by arrangement with the owners of the café, discounted tea and coffee. 'Tea at 3' is held on the second Tuesday of every month in St Michael's Church.

The Vicar's & Churchwardens' fund (initially called 'Petty Cash fund') set up in 2016 has been used to provide help for the poor, homeless and needy individuals in the village and provide food bank parcels at Christmas.

Volunteers have played a significant role in raising funds for the work of PCC and for outreach in the community and thanks go to the Social Committee for organizing and helping at events. This year's events supported by volunteers have been: the Twelfth Night Concert (arranged by the Friends of St Eadburgha's); concert by Ninebarrow; providing the tea tent at the village Horticultural Show; a Christmas Stall at the late night shopping events with a grand raffle; Music Makers' Concert, and carol singing around the village. There are also ladies who volunteer for the flower rotas (St Michael's & St Eadburgha's) and Sunday morning coffee rota (St Michael's.)

The Friends of St Eadburgha's continue to support the parish by raising funds for the maintenance of St Eadburgha's Church.

### **Review of the Year**

The PCC met 9 times during the year and dealt with various matters. Attendance at meetings has been good. The PCC also received reports from the sub-committees: Standing; Finance; Fabric; Social, Fundraising and Mission. Reports were also received from the Deanery Synod.

The PCC is delighted that Mr Kevin Beasley is undertaking an Authorised Lay Ministry course.

During the year the PCC also discussed the following:

- ❖ West End Development – kitchen;
- ❖ Childswickham;
- ❖ St Eadburgha's door;
- ❖ Sound system at St Michael's;
- ❖ Repairs to plasterwork – St Michael's;
- ❖ Lift repair;
- ❖ Choir Vestry repair – St Michael's;
- ❖ Organ – St Eadburgha's;
- ❖ Peregrine falcons;
- ❖ Bishops' Mission Weekend, 16<sup>th</sup> – 17<sup>th</sup> June 2018;
- ❖ Churchyards – storm damage and replacement bench;
- ❖ Gravestone at St Eadburgha's;
- ❖ Cremation stones;
- ❖ Moles;
- ❖ Noticeboard for Lychgate;
- ❖ Repair of graveyard wall;
- ❖ Flag pole for St Michael's;
- ❖ General Data Protection Regulation;
- ❖ Safeguarding;
- ❖ Role descriptions;
- ❖ Ongoing works required from the Quinquennial Surveys for St Michael & All Angels' and St Eadburgha's Churches;
- ❖ Stewardship and Stewardship Campaign;
- ❖ Concerts;
- ❖ Finance and budget issues. Payment of Parish Share. Insurance. Charitable Giving;
- ❖ Wedding fees – non-refundable deposit.
- ❖ Legacies;
- ❖ The organ, clock, heating, lightning conductors, fire extinguishers and portable electrical equipment have all been serviced / tested;
- ❖ Glebe Land;
- ❖ Damaged plasterwork at St Michael's;
- ❖ Social activities. Christmas Stall at the village late night shopping event;
- ❖ Christmas food bank.

### **Deanery Synod**

During the year the Synod met and discussed varied topics and reports were submitted to the PCC.

### **Financial Review**

Total income on ordinary unrestricted funds was £91,721 as detailed in the financial statements. £25,000 was paid towards the 2018 Parish Share throughout the year by standing order.

The net result for the year was a deficit of income over expenditure of £6,323 on unrestricted funds.

### Reserves Policy

It is PCC policy to try to maintain a balance on free reserves (net current assets) which equates to at least three months' unrestricted payments. This is equivalent to £20,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the end of the year was £5,133 which is significantly lower than this target.

The balance of restricted funds at the end of the year was £2,943 and is comprised of the Parish Building Fund. These are retained to fund: the upkeep of St Michael & All Angels' Church fabric and St Eadburgha's fabric and the maintenance of heaters at St Michael & All Angels' Church. The Heating Fund had a balance of 0.57p at the end of the year.

Works arising from the Quinquennial Surveys 2015: - Work has been undertaken at St Eadburgha's Church totalling £10,000 to complete the outstanding work.

Where income permits it is PCC policy to transfer funds into the Parish Building Fund, the Heating Fund, the Organ Fund and the Mission Fund. In the past year this has not been possible as there have been no surplus funds.

It is our policy to invest funds with the CCLA Church of England Deposit Fund. There are no funds currently invested.

**The PCC has proposed to set aside sufficient funds, income permitting, to build up a more adequate amount of reserves in all funds through a Stewardship Campaign and fundraising events. It will also make every effort to pay the Parish Share in full.**

### Risk Management

The PCC receives Regular Financial updates from the Treasurer. Income has been lower due to drop in fundraising activities and loss of stewardship members. There had also been higher expenditure due to a rise in general costs for goods and services. A review of outgoings was undertaken and economies made where possible, the benefits of this should be seen in 2019.

Due to the economic climate less interest has been received on savings and investments due to a low base rate of 0.5%.

The PCC is aware of the necessity to increase income and plans to hold a stewardship campaign in 2019.

The PCC considered the regulations with regard to data protection – the General Data Protection Regulation (GDPR) which came into force on 25<sup>th</sup> May 2018. Contact preferences have been recorded, secure storage has been purchased and a GDPR Policy is now in place.

**The Parish of St. Michael and All Angels' with St. Eadburgha's, Broadway**  
**Annual Churchwardens Report for the year 2018**

**St. Michael's Church:**

- The Church is maintained in a good state of repair, and during the year repairs have been undertaken to the Choir Vestry roof and on a section of the main roof where some plaster fell, this has now been made safe.
- The building is fully insured by Ecclesiastical Insurance.
- The clock, fire extinguishers, and organ have all been serviced/tested as required, together with the portable appliances.
- The lift is inspected twice a year and is insured accordingly.
- The Log Book and Terrier have been reviewed and correctly maintained.
- The grassed areas outside are well maintained, with thanks to Mr. Greg Bamford.
- There were two clean-ups of the inside of the building during the year, with great thanks to the volunteers who undertake these tasks.

**St. Eadburgha's Church:**

- The Church is maintained in a good state of repair, and the major part of the additional repairs from the Quinquennial Report have now been completed.
- The organ has caused major problems this year, and with spare parts now obsolete, is now in need of replacement. We consulted the manufacturers of the current organ, Viscount Classical Organs Ltd., who submitted various model options for the PCC to consider, who with the help of the Friends of St. Eadburgha's and other interested parties, have selected a suitable replacement, which we hope will be installed as soon as possible, subject to the approval of the faculty application. Grants have been obtained to cover the cost of the organ, and special thanks must go to Mr. Malcolm Rogers for all his work in obtaining the funding from the Worshipful Company of Girdlers' and Fidelity Foundation, and to the Friends of St. Eadburgha's for their support.
- The building is fully insured by Ecclesiastical Insurance.
- The annual service of the fire extinguishers and portable appliances has been undertaken.
- An annual inspection of the trees within the churchyard is undertaken, and any necessary action/maintenance taken as required
- The maintenance of the grassed areas outside the church are well maintained, with thanks to Mr. Greg Bamford and the upkeep of the

church, cleaning and general maintenance is also well maintained, with thanks to the Friends of St. Eadburgha's.

**Other Matters:**

- The graveyard, along Snowhill Road is well maintained, with thanks to Mr. John Taylor.
- An annual inspection of the trees within the graveyard is undertaken, and any necessary action/maintenance as required.

As Churchwardens we welcome any feedback or concerns from all who attend and visit both churches, both positive and negative. We will attempt to resolve all issues raised and will pass on praise where deserved but will also try to put right matters/issued as required.

We would both like to thank Revd. Michelle Ward for all her hard work and support during the year. Our congratulations go to our newly ordained Deacon Jo Williamson and wish her well and keep her in our prayers for her ordination to Priesthood in June at Worcester Cathedral. Thanks to Jo and Margaret Deakin for all the help they give Shellie throughout the year, and to Mrs. Gill Hammond as deputy churchwarden for all her support. We would also like to thank all members of the PCC, everyone who helps at the services, including readers, side persons and all who help with the coffee after the service each Sunday morning, and finally to all who attend both our churches for their commitment and support over the past year.

Churchwardens:        Mr. Kevin Beasley  
                                 Mr. John Hayes

## **Safeguarding Report 2018-2019**

The Church of England is committed to the safeguarding, care and nurture of everyone within the church community. The Benefice Safeguarding Officer is Joan Reading and she is responsible to the PCCs of Broadway with St Eadburgha's, St John's and the Bishop of Worcester.

As required by the diocese, the benefice of St Michael and All Angels with St Eadburgha's and St John's Wickhamford have adopted and implemented a safeguarding policy and safeguarding procedures which follow legislation, guidance and recognised good practice. This policy, together with Diocesan policies on Recruitment of Ex-offenders and Safer Recruitment was reviewed by the PCC at its July meeting and accepted unanimously.

Whilst St Michael's with St Eadburgha's and St John's Wickhamford do not have approved work with children and vulnerable adults, we do have children attending church with parents and home visits to adults considered as vulnerable. Any pastoral volunteers must be approved (have an enhanced criminal record (DBS) check) and undergo safeguarding training.

The Rev. Ward and Joan Reading have successfully undertaken Safer Recruitment training in 2018 and role descriptions are being prepared for volunteers working within the Benefice.

From 1<sup>st</sup> January 2019 PCCs are required to report any Serious Incidents to the Charity Commission in accordance with the new arrangements set out in 'Guidance for PCCs and Religious Communities : Identifying and Reporting Safeguarding Serious Incidents to the Charity Commission'. The PCC of St Michael's has passed a resolution to delegate the responsibility for preparing and submitting Safeguarding Serious Incident reports and non-safeguarding Serious Incident reports to the Diocesan Safeguarding Advisor (DSA) and for submitting them to the Diocesan Secretary, in line with advice from the above document. St John's Wickhamford will do so shortly.

A log of appointments to posts within the parish and DBS applications for disclosure is currently up to date.

Joan M Reading

## DEANERY SYNOD ANNUAL REPORT 2019

### Synod meeting on May 15<sup>th</sup> 2018 at Sedgberrow Church

The speaker for the evening was Alison Maddocks, Stewardship Officer for the Diocese, who asked what 'Stewardship' meant: hosting; welcoming; taking care of .... and for whom?

She felt it was God's work - at the very heart of discipleship, recognising we have so much.



She said the new 'Fairer Share' system of calculating 'parish share' is working; the formula is fair, whether you have a congregation of 100+ per week or just 5 per week. However, in this Diocese, the parish share produces less than it costs to pay the clergy; we are heavily subsidised by inherited wealth, but we still do not pay what is asked. She ended her talk with '6 attitudes to Christian giving'.

1. Survival – I do my bit when I'm asked to help.
2. Supermarket – I pay for the bits I enjoy and find amusing
3. Supporters – The church is important (baptisms, weddings, funerals) so I'll give it my support
4. Subscription – I'm a member and pay my dues
5. Submission – I try to be a good disciple and all that that involves
6. Sacrificial – I'm called to be Christ-like, to do my best, and say 'everything I have is yours'.

### Synod meeting in October 2018 at Cookhill Church.

The Ven. Robert Jones, Archdeacon of Worcester, spoke about 'Buildings for Mission'.

He recognised that we love our church buildings, but we're burdened by them. We have too many, for too few people. Part of the 'Kingdom People' vision is to see new roles for churches: we should keep them open all day, every day.

Churches are both sacred space and common ground: let's assess how the church looks to someone popping in – even the state of the altar linen, or the flowers, speaks volumes. Don't be too pious – use the nave for schools, markets, films, etc. but still have the chancel for Communion.

And be prepared to spend £10 on maintenance now, to save spending £100 or £1000 on repairs, later. Aim to get the whole community sharing in maintenance, so that the committed church people can pay for serving the community.



### Synod meeting in February 2019 at All Saints' Church, Evesham

The meeting started with a brief address by John Grove on the 'Evesham Preedy Trail'. Mr Preedy, born in Offenham, designed about 4,000 ecclesiastical stained glass windows, 60 of which are located in the Evesham area.

The main speaker for the evening was Revd. Steven Newnes, Anglican Chaplain to HMP Long Lartin - a High Risk Category A Prison holding up to 620 inmates, with Europe's largest segregation wing. He gave an insight into the role of prison chaplain and an appreciation of its particular challenges. (There are 16 locked gates between the prison entrance and the chaplain's office!)



With him on the chaplaincy team are two other Christian chaplains, two Muslim, and part-time Buddhist, Pagan, Jewish, Mormon, Hindu and Rastafarian chaplains. They care for all inmates and staff, of any or no faith, and their many duties, beyond taking worship, prayer and study meetings, include supporting families, arranging hospital visits, sometimes taking weddings, civil partnerships, funerals, etc. – very varied! He asked us to remember them all, and to include them in our prayers.



### Finances in the Deanery and Diocese

The new Deanery Treasurer, Alan Buckingham, reported that 2018's Fairer Share contributions as a Deanery amount to about £300,000 which is 80% of the total requested. In 2019 the Fairer Share is expected to increase to £418,000 for the Deanery.

Canon Alastair Findlay, chairman of the Diocesan Board of Finance, told the Diocesan Synod that an increase in Fairer Share of 2.72% is planned for 2019, of which he expects actually to receive 82% from the parishes. Over £700,000 of Diocesan reserves will be used, to balance the books in 2019. Note - two thirds of Diocesan expenditure is on clergy stipends and associated costs, which can't just be turned on or off. More money also has to be spent on safeguarding (– a moral and legal duty to protect children and vulnerable adults). And the whole amount is being spread among fewer church attendees; hence the increase.

### LOOKING AT THE WIDER CHURCH .....

A few points from Reports on GENERAL SYNOD from Robin Lunn (a GS member living in Inkberrow)

The Church's attitude to fossil fuels – very contentious! The Church Commissioners try to invest profitably, but ethically. They follow the Ethical Advisory Group's advice, to continue to be shareholders in order to influence policies.

Safeguarding – General Synod heard many testimonies from survivors of abuse. The CoFE has appointed an outsider (former MP) to work with the church on past abuse cases and to ensure safety for the future.

Canon Law - General Synod has decided

- i. to allow clergy to dispense with wearing a cassock and surplice or cassock alb for Communion, Morning / Evening Prayer, as long as their PCC agrees that what they wear instead is appropriate;
- ii. to allow the normal Burial Service to be used for a person who has taken their own life.
- iii. to bring Canon Law into line with what already happens, by no longer requiring Morning and Evening Prayer and Communion to take place in every parish church every Sunday. (A relief for clergy in benefices with 15 parishes!)

### The Diocese makes an impact in the wider world;

A conference was held recently at HMP Hewell Grange, gathering together 70 social workers, prison governors and chaplains, chief constables, prisoners, family support workers and probation officers. It had been organised by the Diocese and was hugely appreciated by those who attended. Really useful and productive – good for the CoFE!

The Diocese's 'Social Responsibility Officer' has also run an informative and practical conference on Modern Slavery, bringing together many involved in detecting it and helping victims.

### NEXT DEANERY SYNOD MEETING - 7.30pm on May 21<sup>st</sup> at Offenham Church.

The head of Offenham Primary School will be speaking about the new RE curriculum for schools. Everyone is VERY WELCOME to come – there will be refreshments on a 'bring and share' basis, also a chance to talk to other people in the Deanery with problems and successes similar to ours, and you can find out what the new RE curriculum promises for our schools.

Jo Williamson

## Churches Together in Broadway Annual report 2019

There has been a new mood in the churches together movement this year. Which has been mainly driven by the new minister at the URC who is a firm believer in the movement.

Having been on this committee for over 10 years I can sense the desire to build on the best events we have and by lateral thinking bring a new dimension to joint churches activity going forward.

However there is history which is making progress difficult and a new attitude needs to be there in all churches, to ensure that we all act as our Lord would want, namely lets all work together and forget history.

The one thing that has not progressed is the exchange of clergy between our churches. This should be a real building block between our churches

I believe the new venue at Parsons Gardens (on the new Highworth development on Leamington road) gives us an unexpected neutral venue at which change can really be born.

There are now 2 principle activities there. Firstly the "Good Lunch Club" . This is the continuing venue for the established activity of providing respite / witness / and care to the older members of our village. Attendance looks like topping 40 in the near future and is administered by volunteers from all churches. At each meeting a meal is provided at a cost of £7 plus there is a raffle. Church people are there to meet and greet and make everyone feel welcome. It is an excellent opportunity to show kindness and thereby give witness from Christian people from all our churches.

WE need to ensure we have enough people from St Michaels involved in this most excellent Churches Together activity. More volunteers please, who will simply go on a rota to help at what is a bye monthly activity on the fourth Thursday of the month. The next lunch being on the 28<sup>th</sup> March

### Mug and Muffin

A new venture is now to start on Monday 18<sup>th</sup> March at 2.30 and continue on the third Monday each month. The event is simply called "Faith Sharing". It will be a time for spiritual refreshment with songs / prayers and reflections. Plus tea and the sharing of muffins in a special way to remind everyone of the Lords special supper..

### Pentecost

Next there is to be a renewal of the Pentecost witness service on The Green on Sunday June 9<sup>th</sup>.

Arrangements are still being made but to date "Gospel Bell" will be there and play a variety of musical styles and tell stories. Also Juliet Mukisa from Uganda and it is hoped there will be a contribution from the schools ; the Youth Group and the Pilots

It is hoped there will be a Pentecost drama enactment . Last time it was played by a group from the schools.

### Remembrance Sunday ( British Legion)

A large group of school children attended from the two schools on Broadway which is excellent and just as importantly it was encouraging that 3 groups representing the senior schools outside of Broadway attended at St Michaels and laid wreaths on the altar. The invitation to attend in future has been issued as hopefully will ensure that young people in the 12 to 16 age group are represented to this special service.

The established activities continue.

The year starts on "Good Friday" with the "Walk of Witness" which leaves St Saviours at 11.30 and walks silently to The Green for a short service at approx 12.00.

Easter Day . We gather at the Broadway Tower for a 7.00 am Sunrise service I

In May we have Christian Aid week which is always well run with every household in the village being contacted. The response can be very mixed from very welcoming to rather hostile! In 2019 we will have the Highworth development to add to the collection area.

The URC always puts on activities for children from any back ground in the school holidays and volunteers from all churches help in running the activities. The activities always start with a Christian message, but the activities run with just fun in mind and children really enjoy them.

There is always a Harvest event of some kind usually on a bring and share basis. This is always well supported

Late night shopping;- A carol service was held on the green during one of the evenings when the Tree of Life was lit up for everyone's benefit

In January we have Christian Unity week which I have already mentioned.

#### Lent Lunches

Lent Lunches are held for 6 weeks leading up to Holy Week. This year the atmosphere has been very good with people going out of their way to mix with other church members. We have had new attendees and visitors. A thought for the day has been read out and well received and the Home produced soup has been outstanding.

The basis is in place for a very rewarding time for Churches together all it need is a commitment from all the churches to join in

Tony Butler

## Grapevine Magazine Annual Report for the year ended 2018

'Miss cellaneous' has carried on the editing and printing of the Grapevine magazine and we would like to thank all who are involved in the production of the magazine.

With a print run of 400 copies per issue, the *Grapevine* continues to play a valuable part in parish affairs. It is important in keeping people in touch with the life of our churches and is part of pastoral care, mission and outreach to the village.

With the photocopier being a year older and *Miss cellaneous* being more used to all the controls we have now been able to offer colour adverts which have brightened up the magazine and also helped to bring in more funds.

The magazine is an essential part of our church life as income from it as well as contributing to church funds, covers the cost of the photocopier and stationary required to produce our service sheets. There are many people involved in the production of the magazine typing, printing and stapling, editing, proof reading, as well as delivering to our readers both here in Broadway and in Wickhamford. I should like to offer my thanks to those who give their time and skills in the cause of the magazine each month. To John Hincks who is distribution administrator, Jo Williamson for organising and liaising about the advertisements, to Kevin Beasley the treasurer, all who come and collate the magazine into the bundles to be distributed (no matter how big the pile or magazine may be), to all who produce articles every month whether a regular slot or a guest appearance and to all who read and buy the magazine – we wouldn't produce one without you. We also would like to thank our regulars for their input – the churches 'Bat, Mouse, and Rabbit', 'Recipe of the month', 'Wine of the month', 'Desert Island Discs', and all who write in 'Emails to the Editor' as well as our regular input from others and Parish Pump.

	2017	2018
Sales @ £7.50 per annum	£2031.60	£2294
Advertisements	£ 2330	£2726
Sub Total	£ 4361.60	£5020
Magazine costs	(£4290.34)	(£3572)
Contribution to Church funds	£71.26	£1448

Please note *magazine costs* include 75% of the photocopier rental costs and paper costs this makes it financially viable to have the copier. This benefits the church as it allows the production of posters, service sheets and any other leaflets to a high standard.

It is very important to keep up our circulation so please look out for anybody who does not presently take the magazine or for people who have just moved into the area and let me know so we can approach them to take out a subscription (which is only £8 per annum for 10 copies).

The church website ([www.stmichaelsbroadway.org](http://www.stmichaelsbroadway.org)) continues to gain strength with the number of hits and if you haven't yet viewed it why not have a look. Our thanks to John Hincks for maintaining and updating the website.

**Important note:** A plea to the organisers of church functions and events to make sure the editor always has details as soon as possible for inclusion in the Grapevine.  
The deadline for material each month is now 10<sup>th</sup> of every month.

Revd Michelle Ward

Grapevine team – Tel: 852352 or email: [grapevinebroadway@gmail.com](mailto:grapevinebroadway@gmail.com)  
Church Website: [www.stmichaelsbroadway.org](http://www.stmichaelsbroadway.org)

March 2019

## FRIENDS OF SAINT EADBURGHAS

### Chairman's 2019 Report for the APCM

Although I have served as Chairman for a mere nine months or so, it is now about a year since Stuart Bates, after twenty years in the post, asked me if I might be interested in 'taking the reins'. I was flattered and honoured to learn that the Trustees were in support and I am now enjoying the challenge of continuing to ensure that our wonderful church building and grounds are maintained to a high standard.

During the year, we have received visits from all over the world including a recent intrepid traveller all the way from Antarctica. They have regularly expressed their appreciation of the quiet tranquility afforded by St Eadburgha's together with the beautiful flower arrangements and the limed oak pews.

The Thursday teams of lady cleaners and gentlemen gardeners have kept everything clean and tidy throughout the year and the Friends owe them a debt of gratitude for their unstinting service. Additional volunteers are always welcome so, if you have a little time to spare, please do not hesitate to let me know.

Our snowdrop display has been as beautiful as ever and, at the time of writing, the daffodils followed by the cherry blossom will shortly remind us that Spring has arrived.

Church repairs continue to be driven by the obligatory Quinquennial Architect's Report, the next one becoming due next year. It gives me pleasure to advise that all of the time-limited requirements listed in the 2015 Report have been attended to.

The September Concert given by The Inventus Trio of wind instruments from The Birmingham Conservatoire was much appreciated by those attending although we were a little down on numbers, possibly due to other attractions taking place on the same day. Then, on 5th January, we promoted the biennial 12th Night Concert with Peter Medhurst, and a world-acclaimed group of singers, again producing a well-received and varied music programme.

Many of you will be aware that our electronic organ came to the end of its life towards the end of our Evensong season and we were very fortunate to be lent a temporary organ for the last few Services of the year. We anticipate that a new replacement will be installed before Easter and I would like to record our gratitude to one of our Friends for enabling grant support sufficient to fully finance the new instrument.

Our close relationship with St Michael's is vital and we are grateful to Shellie, the wardens and the PCC for continuing to support us in achieving our aim of fully maintaining our beautiful building and churchyard.

Phil Whatmough, Chairman, March 2019

**BROADWAY PAROCHIAL CHURCH COUNCIL**  
**FINANCIAL STATEMENTS**  
**CHARITY NO: 1129380**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
BROADWAY PAROCHIAL CHURCH COUNCIL  
CHARITY NO: 1129380**

I report on the accounts for the year ended 31 December 2018 which are set out on pages 1 to 7.

**Respective responsibilities of the trustees and the examiner**

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent examiner's statement**

My examination was carried out in accordance with the 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matters have come to my attention which gives me reasonable cause to believe that, in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

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

*L Beckman*

**Mrs Lindsay Beckman  
Chartered Accountant  
8 Bloxham Road  
Broadway  
Worcestershire  
WR12 7EU**

**Date:**

*21/03/2019*

**BROADWAY PAROCHIAL CHURCH COUNCIL**

**CHARITY NO: 1129380**

**STATEMENT OF TRUSTEE'S RESPONSIBILITIES**

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parochial Church Council and of its financial activities for that period. In preparing those financial statements, the trustees are required to:

- (a) select suitable accounting policies and then apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) state whether the policies adopted are in accordance with the SORP - Accounting for Charities and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;
- (d) prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Parochial Church Council will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.



**BROADWAY PAROCHIAL CHURCH COUNCIL**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
for the year ended 31 December 2018  
Charity No: 1129380

		Unrestricted Funds	Restricted Funds	<b>TOTAL FUNDS</b>	
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>2018</b>	<b>2017</b>
				<b>£</b>	<b>£</b>
<b>INCOME</b>					
Voluntary income	2(a)	55,363	15,636	70,999	70,092
Activities for generating funds	2(b)	10,956	-	10,956	13,743
Income from investments	2(c)	5	4	9	27
Church activities	2(d)	25,397	-	25,397	18,478
<b>TOTAL INCOMING RESOURCES</b>		<b>91,721</b>	<b>15,640</b>	<b>107,361</b>	<b>102,340</b>
<b>EXPENDITURE</b>					
Church activities	3(a)	92,552	13,125	105,677	104,451
Raising funds	3(b)	5,492	-	5,492	6,669
<b>TOTAL RESOURCES EXPENDED</b>		<b>98,044</b>	<b>13,125</b>	<b>111,169</b>	<b>111,120</b>
<b>NET (EXPENDED) \ INCOMING RESOURCES AND MOVEMENT IN FUNDS</b>		<b>(6,323)</b>	<b>2,515</b>	<b>(3,808)</b>	<b>(8,780)</b>
Transfers between accounts					
		(6,323)	2,515	(3,808)	(8,780)
<b>BALANCES B\FWD 1 JANUARY</b>		<b>8,509</b>	<b>427</b>	<b>8,936</b>	<b>17,716</b>
<b>BALANCES C\FWD 31 DECEMBER</b>		<b>2,186</b>	<b>2,942</b>	<b>5,128</b>	<b>8,936</b>

The notes on pages 3 to 7 form part of these accounts

**BROADWAY PAROCHIAL CHURCH COUNCIL**  
**BALANCE SHEET**  
**for the year ended 31 December 2018**  
**Charity No: 1129380**

	Note	2018 £	2017 £
<b>FIXED ASSETS</b>			
Tangible	5	<u>767</u>	<u>852</u>
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		5,133	8,855
<b>LIABILITIES</b>			
Creditors - amounts falling due within one year	6	<u>772</u>	<u>771</u>
<b>NET CURRENT ASSETS</b>		<u>4,361</u>	<u>8,084</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u><u>5,128</u></u>	<u><u>8,936</u></u>
 <b>PARISH FUNDS</b>			
Unrestricted	8	2,186	8,509
Restricted	8	<u>2,942</u>	<u>427</u>
		<u><u>5,128</u></u>	<u><u>8,936</u></u>

Approved by the Parochial Church Council on

and signed on its behalf by:

*Michelle Ward*  
*21 April 2019*

The notes on pages 3 to 7 form part of these accounts

**BROADWAY PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE ACCOUNTS**  
**for the year ended 31 December 2018**  
**Charity No: 1129380**

**1. Basis of accounting**

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

**Fund accounting**

Restricted funds represent (a) income from endowments which may be expended only on restricted purposes intended by the donor, and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest on their pooled investments is apportioned to the individual funds on an average balance basis.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

**Incoming resources**

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are readily quantifiable. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

**Resources expended**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission, are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

**BROADWAY PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE ACCOUNTS**  
**for the year ended 31 December 2018**  
**Charity No: 1129380**

**1 Continued**

**Fixed assets**

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(a) and (c) of the Charities Act 2011.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal, are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2004, there is insufficient cost information available and therefore such assets are not valued in the financial statements. All such expenditure has been written off when incurred.

Equipment used within the church premises is depreciated on a reducing balance basis at 10% per annum. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

**BROADWAY PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE ACCOUNTS**  
**for the year ended 31 December 2018**  
**Charity No: 1129380**

**2 INCOME**

	Unrestricted Funds	Restricted Funds	<b>TOTAL FUNDS</b>	
	£	£	<b>2018</b>	<b>2017</b>
	£	£	£	£
<b>2(a) Voluntary income</b>				
Planned giving:				
Gift Aid donations	21,652	-	21,652	21,439
Income tax recoverable	9,307	780	10,087	8,865
Collections	9,446	-	9,446	10,811
Sundry donations and other giving	5,894	-	5,894	6,726
Grants	5,600	10,686	16,286	8,930
Donations, appeals etc	2,964	4,170	7,134	2,821
Legacies and bequests	500	-	500	10,500
	<u>55,363</u>	<u>15,636</u>	<u>70,999</u>	<u>70,092</u>
<b>2(b) Activities for generating funds</b>				
Parish magazine advertising	2,726	-	2,726	2,330
Fundraising events	7,865	-	7,865	10,229
Other	365	-	365	934
Insurance claim	-	-	-	250
	<u>10,956</u>	<u>-</u>	<u>10,956</u>	<u>13,743</u>
<b>2(c) Income from investments</b>				
Interest received	5	4	9	27
<b>2(d) Income from church activities</b>				
Parish magazine sales	2,294	-	2,294	2,032
Fees paid to PCC for weddings, funerals and monuments	10,902	-	10,902	6,242
Expenses paid to PCC for weddings, funerals and monuments	<u>12,201</u>	<u>-</u>	<u>12,201</u>	<u>10,204</u>
	<u>25,397</u>	<u>-</u>	<u>25,397</u>	<u>18,478</u>
<b>Total income</b>	<u>91,721</u>	<u>15,640</u>	<u>107,361</u>	<u>102,340</u>

**BROADWAY PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE ACCOUNTS**  
for the year ended 31 December 2018  
Charity No: 1129380

**3 EXPENDITURE**

	Unrestricted Funds £	Restricted Funds £	<b>TOTAL FUNDS</b>	
			<b>2018 £</b>	<b>2017 £</b>
<b>3(a) Church activities</b>				
Missionary and charitable giving				
Overseas	360	-	360	2,316
Home	980	-	980	700
Ministry: diocesan parish share	1,340	-	1,340	3,016
Other ministry costs - clergy fees	25,000	-	25,000	29,000
Other ministry costs - ministry / clergy expenses	4,886	-	4,886	4,057
Church - running expenses	7,124	-	7,124	7,947
Building maintenance	11,477	-	11,477	9,083
Upkeep of services	15,407	13,125	28,532	5,159
Upkeep of churchyard	819	-	819	963
Major structural work	10,780	-	10,780	9,568
Professional fees re repairs and inspection	-	-	-	18,000
Salaries	1,124	-	1,124	4,377
Sundries	11,512	-	11,512	11,292
Independent examiners fees	2,230	-	2,230	1,108
Depreciation	768	-	768	786
	85	-	85	95
	<u>92,552</u>	<u>13,125</u>	<u>105,677</u>	<u>104,451</u>
<b>3(b) Fundraising costs</b>				
Cost of magazine	3,572	-	3,572	4,291
Cost of fundraising	1,784	-	1,784	2,220
Stewardship	136	-	136	158
	<u>5,492</u>	<u>-</u>	<u>5,492</u>	<u>6,669</u>
<b>Total Resources Expended</b>	<u>98,044</u>	<u>13,125</u>	<u>111,169</u>	<u>111,120</u>

**BROADWAY PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE ACCOUNTS**  
for the year ended 31 December 2018  
Charity No: 1129380

**4 STAFF COSTS**

	2018 £	2017 £
(a) Wages and salaries	11,512	11,292
During the year, the PCC employed an organist, vergers and cleaner (all part time) but no payments were large enough to attract social security costs. Together these employees equate to less than one full time employee.		
(b) Payments to PCC Members to act as Vergers		£
D. Folkes		325
G. Hammond		270
K. Beasley		525
M. Hayes		125
(c) Payment to PCC member C. Harper to act as organist		10,050

**5 TANGIBLE FIXED ASSETS (ALL UNRESTRICTED)**

	Furniture & equipment £
<b>Cost</b>	
At 1 January 2018	2,951
Additions	-
At 31 December 2018	2,951
<b>Depreciation</b>	
At 1 January 2018	2,099
Charge for year	85
At 31 December 2018	2,184
Net book value at 31 December 2018	767
Net book value at 31 December 2017	852

**6 LIABILITIES**

	2018 £	2017 £
Amounts falling due within one year (unrestricted funds)		
Other creditors	772	771

**7 FUNDS**

The restricted funds comprise the West End Development fund and Parish Building Fund  
Both these funds relate to the church buildings.

**Fund movements**

	West End Development fund £	Parish Building fund £	Total £
Balance at 1 January 2018	127	300	427
Incoming resources	4	15,636	15,640
Resources expended	(131)	(12,994)	(13,125)
Transfers between accounts	-	-	-
Balance at 31 December 2018	-	2,942	2,942

**8 ANALYSIS OF NET ASSETS BY FUND**

	Unrestricted £	Restricted £	Total £
Tangible fixed assets	767	-	767
Current assets	(2,942)	2,942	-
Current liabilities	(772)	-	(772)
	(2,947)	2,942	(5)