

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARTIN WITH ST PETER, WORCESTER

England & Wales · Charity number 1128519

Details

Other names	ST MARTIN WITH ST PETER PCC, WORCESTER
Status	Registered
Legal form	Previously excepted
Registered	2009-03-12
Register	View on the Charity Commission register

Contact

Address	St. Martins Church Parish Office London Road Worcester WR5 2ED
Phone	01905358083
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Website	http://www.stmartinsworcester.org.uk/

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Religious Activities

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Worcestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£217,123	£229,925	-	-
2023-12-31	£213,612	£209,378	-	-
2022-12-31	£214,130	£223,709	-	-
2021-12-31	£280,688	£228,537	-	-
2020-12-31	£169,173	£173,784	-	-

Trustees

Name	Role	Appointed
Angela Jennifer		2023-05-01
Barbara Mary Richards		2014-04-27
Cairen Teresa Helen Stedman		2024-04-28
MICHAEL BUNCLARK		
Marian Field		2025-04-01
Paul Stedman		2024-04-28
Rev Peter William Hart		2020-09-01
Rev Richard Wood		2023-07-01
Robin John Walker		2022-04-24
Sheila Francis Hardie Major		2026-04-19
Sophie Jane Kelleher		2026-04-19

Accounts

THE PARISH OF ST MARTIN WITH ST PETER

In the Worcester Deanery of the Diocese of Worcester

Worcester South East Team Ministry

**ANNUAL REPORT
&
FINANCIAL STATEMENTS**

of the

PAROCHIAL CHURCH COUNCIL

For the year ended 31st December 2024

Incumbent: Revd Peter Hart
 The Rectory
 6 St Catherine's Hill
 Worcester
 WR5 2EA

Bank: CAF Bank Ltd
 25 Kings Hill Avenue
 Kings Hill
 West Malling
 Kent
 ME19 4JQ

Independent Sally Bishop FCA
Examiner: Bishop's Accountancy Ltd
 Chartered Accountants
 Unit 3 Elgar Business Centre
 Moseley Road,
 Hallow
 Worcester
 WR2 6NJ

Registered Charity No: 1128519
Parish National Church Code: 420642141

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The Parochial Church Council of St Martin with St Peter

Annual Report for the year ending December 31st 2024

The PCC presents its annual report and the financial statements of the charity for the year ended 31 December 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Charities Act 2022 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Reference and Administration details

The Parochial Church Council of the Ecclesiastical Parish of St Martin with St Peter, Worcester (also known as St Martin with St Peter PCC, Worcester), St Martins Church, Parish Office, London Road, Worcester, WR5 2ED is registered with the Charity Commissioners (number 1128519).

Current PCC members (until 2025 Annual Parochial Church Meeting)

Ex officio:

Rector:	Chair	Revd Peter Hart
Other Clergy:	Assistant Curate	Revd Richard Wood (from July 2023) Revd Mike Bunclark (from September 2023)
Churchwardens:	Elected April 2024	Angela Dale (Admission from July 2024) Vacancy
Deputy Churchwardens:	Elected April 2024	Barbara Richards Vacancy
Representatives on the Deanery Synod:	Elected by APCM To 2026 APCM	Anthony Glossop Shirley Scott Vacancy

Elected Officers and Representatives of the PCC

Lay Vice Chair	Angela Dale*
Secretary	Nick Harrison **
Hon. Treasurer	Cairen Stedman *
Hon. Deputy Treasurer	Bill Simpson
Planned Giving Recorder	Paul Stedman *
Safeguarding Officer	Malcolm McMurray
Independent Examiner	Sally Bishop
Electoral Roll Officer	Julia Glossop

Elected Members (with varying terms of office)

Robin Walker (to APCM 2025)	David Scott (to APCM 2026)	Marian Field (to APCM 2027) Sarah Burgess (to APCM 2027)
Bill Simpson *** (to APCM 2025)		

**Trustees to whom responsibility has been delegated for the reporting of serious safeguarding and other incidents to the Charity Commission.*

*** Appointed Officer not PCC Member*

**** Co-opted members*

Structure, Governance and Management

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure in providing facilities for worship and religious observance for the people of Worcester and environs.

The method of appointment of PCC members is 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.

Objectives and Activities for the Public Benefit

The object of the charity is promoting in the ecclesiastical parish the whole mission of the church. The PCC confirms that in planning the activities for the year, they kept in mind the Charity Commission's guidance on public benefit at their trustee meetings.

The PCC carries out its activities via a number of committees and working parties, using a mixture of PCC members and co-opted members. It has a Standing Committee to undertake any urgent PCC business between PCC meetings, and to prepare agendas for the PCC meetings.

Other committees are:

- Children and Families (Chair: The Rector)
- Community Care (Chair: Isobel Maher)
- Concerts (Chair: Shirley Scott)
- Finance & Management (Chair: Anthony Glossop)
- Missionary (Chair: Elizabeth Yarker)
- Social (Chair: Alison Fraser)

Rector's Report

This past year has been of particular significance for four people: Richard Wood, Mike Bunclark, Debra Hill and Angela Dale. June saw the ordination to the priesthood of our two curates, and July saw the start of Debra's work with us as our Children and Families Minister.

Angela took over as Churchwarden at the APCM, and has shaped the role of the Churchwarden in a different direction. She is very hands-on, and works closely with the clergy, the clerk of works and the administrator to make things happen. Out of her appointment has come the Leadership Group, which meets monthly to review activities and developments and to plan our mission in the coming months. Ably supported by Barbara Richards, Angela has made a big difference to the running of the parish, and we all should be most grateful to her for all her hard work.

For Richard & Mike, ordination to the priesthood has been a great step forward in their ministry. Their joy was visible at their first mass, which they shared together with us all, supported by Ven. Robert Jones, our former Archdeacon, who had been so influential in both their journeys to ordination. Since that point Richard and Mike have embraced their sacramental ministry, as it takes them further into the work that God has laid out for them. To help them develop their craft, they have taken responsibility for the Thursday morning eucharist, initially with one of them leading the reflection and the prayers, while the other celebrated communion. Now, they take the entire service individually, swapping over week by week, or covering for one another's absences. I have had the delight of sitting at the back and watching them grow into their priestly function. This is a blessing for us all.

Debra swung into action over the summer, meeting families and preparing to set up different activities. Out of those preparations have come a re-invigorated Mainly Music and Kids Club, an after-school activity on a Thursday, and a guaranteed Junior Church session every Sunday. She has been active across the Team and at St Barnabas: her diary filled up very quickly. To all those who have been drawn into new areas of ministry alongside Debra we are most grateful, and prayers are requested to draw more children and families into our worshipping community.

The completion of the best toilets in the Church of England was a milestone in our *Widening our Welcome* strategy. I must pay tribute to Dave Hall who supervised the works through a range of unforeseen issues, and delivered a really great addition to our facilities. The only remaining part of the project is the kitchen at the west end of the church: plans are afoot for its completion during 2025.

One part of my ministry that I really enjoy is leading the Bible Study on a Wednesday morning. We read the Bible passages for the forthcoming Sunday very closely, getting to grips with the text in great detail. This has deepened our knowledge and understanding of the Bible, given us a broader context so that we can put events in order, and understand the influences on later writings. It is also immensely helpful in preparing sermons, as well as being a very stimulating hour of study. There is always room for more people to join us.

I have two functions that engage me with diocesan staff. One is the supervision of our two curates. Training Incumbents meet regularly with those who are charged with the follow-on training for all the curates in the diocese to discuss progress, and to flag up potential clashes of priorities. These are valuable meetings, as much for the sharing with other clergy as for the input from the diocese. My other function is to mentor newly appointed parish priests in their first incumbency in the diocese. Last year I had the pleasure of supporting Revd Lyndsey Coulthard, previously of this parish, as she made the transition from curate of St Stephen's Barbourne to Vicar. She is very competent, and is already making a big difference in the life of St Stephen's, and it was a joy to see her flourish as the year went on. I am now mentoring a new Vicar in Dudley, which is equally rewarding.

I am indebted to the patience and forensic understanding of my musings and flights of fancy by our Parish Administrator, Rebecca Caskie. She can make my wilder ideas sensible and realisable, and her commitment to the good working of both this parish and the Team as a whole is to be applauded. Remember her faithfully in your prayers as she works on behalf of us all.

Finally, I am grateful to everyone who works so hard to make St Martin's function as a welcoming and prayer-filled church. The reports do not give a full picture of all the work that is involved in making music, producing the magazine, developing our work with children and families, reaching out into our community, relating to all the local schools and demonstrating God's love in practical ways. Without all of you, this parish would be a shell, and St Martin's an empty building. Instead, with your dedication and faith in action, St Martin's is alive, warm and welcoming, commending God to everyone.

Fr Peter, Rector

Churchwarden's Report (Including Church Fabric, Goods and Ornaments)

This year we have made changes to how people experience Church when they first come through the door, by making it more visually open and accessible. This has been achieved by moving furniture so that when you come through the door, you have a clear view of the Church. Opening the wooden doors (in the warmer weather) also allows people passing to look in, and for those in Church to admire the glass doors. The Welcome Team have also embraced the wearing of named lanyards so that people new to Church have a point of contact. The number of tables for refreshments at the back of Church has been increased and this has proved extremely popular – good to see so many more people staying after services for a drink and chat.

In July, after a few weeks of necessary disruption, the Tunes and Chips Children officially cut the ribbons and declared our new toilet facilities open. Who knew that this could be so exciting! The facilities have made a significant difference, particularly with the accessible toilet and baby changing area and have been declared the best toilets in Worcestershire.

In December we were successful in our grant application for partial funding for repairs to the two flat roofs on the west side of church (main entrance and upper kitchen area). Both roofs have been leaking and causing paintwork to discolour and flake. Work will commence on the roofs as soon as weather permits which will then allow us to re-decorate the ceilings.

At the end of the year a leak from pipes in the boiler room was discovered. We have been able to reduce this leak, but we are in the process of identifying a more permanent and stable solution. This work will be undertaken during the warmer weather when the heating is switched off.

Towards the end of the year we received an extremely generous donation from the Mary Hill Trust for work on our final stage of the WOW project. The servery will be crafted off-site with installation in the new year.

At the end of the year we said goodbye to our cleaner who has been struggling with poor health for a while. Some wonderful volunteers covered her duties in Church, but this was not sustainable. We moved on with temporary appointments and will shortly be seeking a permanent replacement.

During the summer and autumn, thanks to a group of brilliant volunteers, the garden areas around Church received much needed attention. This has been supplemented by the services of a gardener. Whilst it was sad to lose so much hedge to the dreaded box tree moth, it did enable us to have a magnificent display of recycled poppies, made by Redhill CofE School, for Remembrance Sunday commemorations. Thanks to a generous donation, we now have new hedging.

Work is ongoing in terms of sorting out what we store in Church and trying to break the habit of hoarding things we no longer need or use and are of no intrinsic value.

Finally, thank you to all those who have been so supportive and encouraging in my first term as Churchwarden. I know transitions and change can be challenging for some, but your kindness and confidence in me has been overwhelming.

Angela Dale, Churchwarden

The Parochial Church Council of St Martin with St Peter
PCC Decisions 2024

Mtg Date	Decisions																		
Jan 9 th	<i>Agreed:</i> Christingle Service to be held at the end of January, Holy Week services still being planned. <i>Agreed:</i> To recruit a new temporary cleaner to cover continued sick leave of permanent post holder <i>Agreed:</i> Sub Committees to be contacted and requested to produce their own Risk Assessments in relation to Safeguarding. <i>Agreed:</i> Richard to arrange booster session, from the Diocese, for PCC members after the APCM <i>Agreed:</i> Due to funding issues work on the kitchen/servy is on hold <i>Agreed:</i> Parish Share payment will be £80,000 and employees salaries should be adjusted to match the Real Living Wage																		
Feb 13 th	<i>Agreed:</i> Due to fly tipping around bins details of rubbish disposal will be clarified for PC hirers. <i>Agreed:</i> To adopt the Social Media policy and Disclosure and Barring Service policy with both being available digitally and physically. <i>Agreed:</i> To give Rosehill a deadline for delivery of chairs with arms and request refund if not met																		
March 13 th	<i>Agreed:</i> Financial Report approved unanimously for the APCM <i>Agreed:</i> To borrow money from the free reserves to supplement money received from fund raising for the Project Fund.																		
April 28 th APCM	Elected: <table border="0"> <tr> <td>Churchwardens</td><td>Angela Dale</td></tr> <tr> <td>Deputy Churchwarden</td><td>Barbara Richards</td></tr> <tr> <td>Treasurer</td><td>Cairen Stedman</td></tr> <tr> <td>Deputy Treasurer</td><td>Bill Simpson</td></tr> <tr> <td>Planned Giving Recorder</td><td>Paul Stedman</td></tr> <tr> <td>Safeguarding Officer</td><td>Malcolm McMurray</td></tr> <tr> <td>Electoral Roll Officer</td><td>Julia Glossop</td></tr> <tr> <td>Deanery Synod Reps (to APCM 2026)</td><td>Anthony Glossop, Shirley Scott</td></tr> <tr> <td>Elected to PCC</td><td>Marian Field, Sarah Burgess</td></tr> </table> Reports Received: Rector, Churchwarden, Annual PCC decisions, Financial accounts, Church Statistics, Safeguarding, Fabric Goods and Ornaments, Deanery Synod. Various updates relating to prayer, worship, regular activities e.g. Flower Club and Mainly Music and updates from the sub committees of the PCC.	Churchwardens	Angela Dale	Deputy Churchwarden	Barbara Richards	Treasurer	Cairen Stedman	Deputy Treasurer	Bill Simpson	Planned Giving Recorder	Paul Stedman	Safeguarding Officer	Malcolm McMurray	Electoral Roll Officer	Julia Glossop	Deanery Synod Reps (to APCM 2026)	Anthony Glossop, Shirley Scott	Elected to PCC	Marian Field, Sarah Burgess
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May 14 th	<i>Agreed:</i> As the Articles of Visitation had not been received discussion would be scheduled for June's PCC. <i>Agreed:</i> PCC members and heads of sub committees will attend a session led by the Diocesan Safeguarding Team regarding safeguarding responsibilities and training <i>Agreed:</i> Health and Sustainability Plan to be reviewed at June PCC <i>Agreed:</i> The servery project is now on hold due to lack of full funding. <i>Agreed:</i> A communication to be sent to all hirers of the Church and PC reminding them of their responsibilities e.g. putting chairs back
June 11 th	<i>Agreed:</i> Tunes and chips will move from Friday to Thursday next term <i>Agreed:</i> Health & Safety Risk Assessment to be produced for the Primary School singing Festival as it involves more than one organisation and so we have some responsibility <i>Agreed:</i> A Team Eucharist at St Martins will be held on 30th June and, following their ordinations the day before, Mike and Richard will be co-celebrants. Robert Jones will preach. There will then be a buffet lunch. <i>Agreed:</i> To approach 2 people for help with updating the Parish Website as only the concerts are currently updated. <i>Agreed:</i> Letter to be sent to DAC confirming work on the toilets has now been completed and that the servery project is on hold. <i>Agreed:</i> Tables for the Autumn Fair would need to be authorised [limited space and need not to detract from church Fund raising tables]
July 9 th	<i>Agreed:</i> To disseminate information from PCC meetings and this would be done by copies of minutes being available at the back of Church and on request via the website <i>Agreed:</i> Sub Committees to produce a safeguarding risk assessment for any activities <i>Agreed:</i> Angela Dale, Cairen Stedman and Paul Stedman to take on the responsibility of reporting serious incidents to the Charity Commission on behalf of the PCC. <i>Agreed:</i> Each Church in our cluster will complete a separate questionnaire re Parish Share by 31st July 2024 <i>Agreed:</i> Finance & Management committee to conduct a review of prices and charges as part of the Health & sustainability plan. Planned giving is to be encouraged with forms made available at the back of Church <i>Agreed:</i> Welcomers to wear lanyards or badges
Sep 10 th	<i>Agreed:</i> Paul Stedman and Cairen Stedman voted onto the PCC until next APCM <i>Agreed:</i> Revision of some service books needed so service books matched the mass settings <i>Agreed:</i> Leadership Team to look at the publicity on the website for the WOW project, and other material, which is out of date.

Oct 8 th	<i>Agreed:</i> Role descriptions for volunteers and risk assessments for activities to be produced in order to comply with the safeguarding dashboard. <i>Agreed:</i> There is more work needed on the grounds than can be handled by volunteers alone. Report to go back to Finance and management on the possibility of engaging professional services to provide support and advice for volunteers. <i>Agreed:</i> To move as many events as possible, subject to numbers and type of activities, to the lower vestry to save heating the whole Church. <i>Agreed:</i> To set up a small team to work on updating the website
Nov 12 th	<i>Agreed:</i> Paul Stedman will take on the Parish Safeguarding Officer role. He will need to undertake mandatory training and inform when this has been completed, Malcolm has agreed to support Paul through the transition phase. Malcolm was thanked for his hard work serving as the PSO <i>Agreed:</i> Security measures to be tightened up to comply with our Insurance policy. <i>Agreed:</i> Following Mark Carters visit and advice on some building issues an application will be made for a grant for work on some of these <i>Agreed:</i> Leadership Team will discuss and work on a policy relating to preventing bullying & harassment following receipt of the Diocese document

Church Statistics

	2024	2023	2022	2021	2020
Number on the electoral roll (31 December)	112	115	120	116	123
Average attendance at Sunday services (adults/children)	74/5	60/5	62/5	[1]	[1]
Total attending services on Easter eve/day	143	125	140	69	[1]
Total attending services on Christmas Eve/Day	255	130	101	164	[1]
Total "worshipping community"	100	96	119	101	165
Safeguarding					
Persons registered as working with children	8	11	9	12	16
Persons registered as working with vulnerable adults	8	11	8	8	16
Safeguarding Dashboard Audit compliance	64%	82%	70%	66%	N/A
Number of weddings/blessings at St Martin's	1	2	6	3	3
Number of baptisms	12	10	9	9	2
Number of church funerals/burial of ashes/crem. funerals	9	18	6	19	13
Planned Giving (including PG gift aid)	£86,247	£95,308	£98,447	£96,840	£109,376
No. of Planned Givers (S.O.'s and envelopes)	57	70	85	85	92
Average giving per planned giver	£1,513	£1,362	£1,158	£1,139	£1,189
Parish Share (to Diocese)	£80,000	£107,989	£105,914	£105,914	£105,914
Total expenditure	£229,925	£209,378	£223,709	£228,537	£173,784
Surplus / (Deficit)	(£12,802)	£4,234	(£9,579)	£52,151	(£4,611)
Current Assets less Liabilities (liquid assets)	£224,003	£236,804	£232,571	£242,149	£189,998
Total funds c/f	£430,567	£438,742	£417,028	£451,389	£372,775

NOTES: [1] Due to COVID19, Services were held in church on 11 Sundays only in 2020 and much reduced in 2021. Easter and Christmas attendance was much reduced

Safeguarding

The Parochial Church Council, and the incumbent, have a duty of care to ensure the protection of the vulnerable in their church community. The incumbent and the PCC have implemented The House of Bishops' Safeguarding Policy 'Promoting a Safer Church', and we are compliant with our 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).

The PCC agenda includes a standing item for a Safeguarding Report, and the PCC regularly reviews all of our safeguarding policies, procedures and guidance. It also regularly considers and acts upon action plans generated by the Safeguard Dashboard.

Our compliance with all safeguarding requirements is monitored by use of the online Safeguarding Dashboard. The Dashboard generates an Action Plan for the PCC to consider, and identifies specific actions that need to be addressed in order to achieve greater compliance. During 2024, the measures on the dashboard were 'tightened' with the consequence that, at the end of 2024, we were 64% compliant (82% in 2023 & 70% in 2021). All activity leaders have been advised that we need to focus on Risk Assessments, Safer Recruitment and Safer Environment.

There are currently four activities involving children: Junior Church, Forest Church, Kids Club and Mainly Music. We also have two activities involving adults: Pastoral Visiting and Community Care lunches.

All appointees to roles which include regulated Activities must be appointed in accordance with the 'Safer Recruitment & People Management' process. This goes beyond simply obtaining DBS accreditation because people who have abused or could abuse, may not have a criminal record.

There were no incidents during 2024 requiring consultation with the Diocesan Safeguarding Officer (DSA). There were no serious incidents requiring a report to the Charity Commission. There are no current safeguarding agreements in place.

During 2023, Five people withdrew from safeguarding roles. DBS accreditation was renewed for two people, and two received accreditation for the first time. At the end of the year, we had 11 people with enhanced DBS accreditation, of which 7 were accredited to engage in "regulated activities" with children and vulnerable adults (including three clergy), one with children only, and one with vulnerable adults only.

The Safeguarding Learning and Development Framework sets out the levels of learning required according to the roles and responsibilities of all those engaged with safeguarding or regulated activities. Dependant on their safeguarding role, this may include *Basic Awareness, Foundation, Leadership, Safer Recruitment & People Management, and Domestic Abuse Training*. All those in St Martin's who are involved with safeguarding activities have received appropriate training. Also, all but one PCC member, and two church officers need to undertake training/further training.

After nine years, this is my last report to the APCM, and I have now passed on all safeguarding records to the new Parish Safeguarding Officer, Paul Stedman.

A big thank you to all who have engaged with safeguarding over the past year, and especially to those who fulfil safeguarding roles in the church.

Malcolm McMurray, (ex) Parish Safeguarding Officer

Wednesday Bible Study Group

There is a faithful group of people who join together on a Wednesday morning at 11.15 to study the passages that will be read on the subsequent Sunday. We have grown together in understanding and knowledge of our Bible, and the conversation is open and challenging. There is plenty of space in the Undercroft, where we meet – come and join us!

Fr Peter, Rector

Prayer Groups

Saturday Prayers for Peace and Justice

At 4pm, a few of us drop what we are doing, and gather on Zoom, hosted by Joan, for a 20 minute concentrated group prayer time on the subject one of us has chosen. The value of this is it's regularity, consistency, and sharing of information. Whoever has done the research for that Saturday, gives us all a picture to stimulate prayer. Also, we know we are joining with small groups all over the world who are praying about justice, war, peace, persecution, poverty, weather related disasters, and more. As a small group, we have asked ourselves, 'should we continue?' and the answer is always 'yes'.

Prayer for others is an urgent duty, and a God-given privilege. We have not much more than half an hour, as we finish with the *Our Father* and the *Grace*.

Daily Compline

Compline is an ancient office of the church, and can be found in the book of Common Worship. It's described as 'An order for Night Prayers'.

Several of us join together on Zoom, which is hosted by Mike and Anne Bunclark, and we conduct this quiet and reflective service at the end of the day (8.30 until 8.45 pm). One person leads the reading, and one person reads the response. There is a short time spent thanking God for the day, and praying briefly for needs in the world. It could suit more people, if they tried it.

Tuesday Monthly Prayer Meeting

This is a fairly new venture, and we meet in the Lower Vestry, or in the Lady Chapel at 12.30pm, bringing our lunch with us. We discuss what we might pray about, focusing on Church matters mainly, and asking God for guidance, leadership and blessing. Joan brings a few notes to jog our memories, and of course we are free to talk and pray about what is on our mind. We start at 1pm, so could be joined by others then.

So far, very few members of the congregation come.

Ruth Kirwan, Prayer groups member

Missionary Committee

We continue to raise funds throughout the year to enable us to support Mission locally, nationally and world-wide. Our regular commitments include our Partners-in-Mission, the Diocese of Colombo's support for the tea pickers in isolated areas of Ceylon (with a focus on the education and health of their children) and Embrace the Middle East uses our donation for its Health Fund. Our Advent and Lent Appeals supported Church Army and Ukrainian Refugees.

Our regular fund-raising events include the Plant Sale and Coffee Morning in May, and the Harvest Produce Sale in October, which bring in a good proportion of our giving. Christian Aid Week, also in May, involves many church members delivering envelopes which we no longer collect. A Christian Aid Breakfast was popular. We enjoyed photographing local churches to devise a quiz in support of 'Ride and Stride' our local Historic Churches Trust. We continue to send used postage stamps to USPG and Embrace the Middle East, and take gifts to Maggs Day Centre, St Paul's Hostel, and the Foodbank. We thank everyone for their generous support.

Elizabeth Yarker, Missionary Committee Chair

Children and Families Committee

The Children and Families Committee is the forum where all our work with children and their parents is kept under review and specific projects planned. Under its oversight are *The Churchmouse*, Junior Church, Mainly Music, Forest Church, and all of Debra's initiatives. The committee organised the Barn Dance last year, the games at the Pancake Party, the Easter craft session, the Christmas Craft afternoon and the Crib Service, all of which were very successful and saw a number of families join us for fun, creativity, and church decoration. The committee provides monthly updates to the PCC on all our activities with children and their parents, encouraging prayer and support for all we do. Prayer makes a difference, and transforms plans into God's action amongst us. Let's keep praying, and looking for God's answers in this important area of our parish's ministry.

Fr Peter, Children and Families Committee Chair

Children & Families Minister's Report

Please note that I have only been in post for 6 months, when considering the report. I am very grateful for being appointed and I have enjoyed the role.

St Martin's

Mainly Music was already established. However, with regular advertising and a change of layout, the numbers have grown from a regular 6-7 to a regular 19-21. There have been some great relationships with parents; a parent asked for her children to be baptised, something they hadn't considered before.

I established a kid's club. We have seen new children from different schools attend *Kid's Club*, we have children from Stanley Road, Red Hill CofE, and Whittington CofE Primary Schools attending. We have three young leaders from Nunnery Wood and Bishop Perowne High Schools. The numbers fluctuate weekly from 3 to 13.

There was already a Junior Church established, but it didn't meet weekly. I have run it weekly to see how the numbers would grow. It again fluctuated, but there doesn't seem to be a difference in the numbers on a regular basis.

Pastoral support- I have met some mum's that have needed extra support, or who are exploring their faith. I have also been supporting the ministry through messages and social media. There are many relationships being built.

I attended all the Christmas concerts of every school that used St Martin's Church, greeting all the children, staff and parents, so I could get my face known.

St Mark's Church and Whittington Church

I have become a regular face at Whittington Primary School. I undertake fortnightly assemblies and have led the workshops at St Philip and St James Church. I have developed a fantastic relationship with staff and pupils alike. We ran a Christmas workshop at St Marks, with children from Cherry Orchard Primary School.

Holy Trinity & St Matthew's Church

The week I started work, iSing Pop had been invited into Perry Wood Primary School. On the back of the iSing Pop concert, we negotiated to be able to go into the school and start an after school club. We started this in September and have between 16-21 children who attend. Seeing how this was working, we established a new worshipping community one Sunday a month, in Ronkswood Community centre, which has seen children who attend the after school club attend with their families. We hope to continue to develop this.

St Barnabas

A new *Blockbuster* after school club was launched in St Barnabas CofE Primary School in September. The school engagement has been brilliant. The school has allowed the after school club to come to St Barnabas Church at Christmas, to engage the families. The club is well attended by 15-20 students.

I initiated a Café at St Barnabas Church, to reach out to the parents who had just dropped their children off at school. This has a regular attendance of parents and small children. I hope to develop it this coming year.

Debra Hill, Children and Families Minister

Forest Church

Last year, Forest Church ran monthly on 11 occasions (excepting January) hosted in Whittington Churchyard. Numbers ranged from 4 children to 9 children and involved at least 8 families throughout the year. The programme for the year centred on a seasonal theme around which a short time of creative worship tied into the liturgical calendar. Seasonal craft and nature-based activities engaged children in several ways with their environment, and concluded with prayers.

The central aim last year was to establish a full year programme, complete with resources. The aim for 2025 is to begin to target wider participation through the Team CofE Primary Schools, and run a limited number of off-site visits (eg local Bluebell walk and a summer coast trip). Rosie Venner has joined Chris Stand and Richard Wood to expand the team as we pursue these aims.

Revd Richard Wood, Assistant Curate

Foundation Governors of Red Hill CofE Primary School

There are three Foundation Governors:

Father Peter Hart – Link Governor for English

Father Mike Bunclark – Link Governor for RE

Val Hall – Link Governor for Safeguarding and Looked After Children. (LAC's).

Governors are strategic leaders of the school. The core functions of the governing body include, but are not limited to ensuring:

- That the vision, ethos and strategic direction of the school are clearly defined
- That the headteacher performs their responsibilities for the educational performance of the school
- The sound, proper and effective use of the school's financial resources.

To fulfil these duties, we have attended, where possible, Full Governing Board meetings, termly and Sub Committee meetings, also termly.

Subject Link Governors have met with subject leaders to monitor their specific area and to gather evidence through discussion, observation, book trawls and have used pupil voice, where possible, to gain insight from the children in respect of their learning and understanding.

The Safeguarding Governor has met with the Safeguarding Lead (Head Teacher), at least half termly and checks the SCR (Single Central Register) termly. Mike also sits on the buildings and finance subcommittee. Following these visits we have written reports and reported back to the various committees.

We have sometimes been called upon to sit on panels, interviews, Head Teachers' appraisal, and for other reasons as necessary. We have attended training to assist us in our roles and to update us as necessary. All Governors are invited to attend school events such as concerts, performances, fireworks, sports days and church services. We have attended where possible.

There is a secure area for Governors on the school website where we can access school documents, policies and to share reports.

We are particularly interested in developing strong links with St. Martin's Church, with pupils frequently visiting the church as part of their learning and for specific school services. Some highlights this year have been the Harvest Festival and Christmas Carol Services, with pupils performing music, drama, recitals and singing. These were very well attended by parents. Artwork has been shared for display in church and for the enjoyment of our congregation and visitors.

Val Hall, School Governor

Finance and Management Committee

It has been the usual busy year for the committee. Significant issues were:

- 1) The Committee supported the Rector and Treasurer in agreeing the contribution St Martin's could make to the benefice's Ministry Share enabling the church to operate with a balanced budget.
- 2) David Hall managed the usual mixture of repairs and maintenance efficiently and within budget.
- 3) The main section of Phase 2 of the church improvements, the upgraded and extended toilets at main church level, were completed in time for the Three Choirs Festival. They were also managed most effectively by David Hall with adjustments being made to resolve design issues as they arose.
- 4) As a result of funding from the Mary Hill Trust work was initiated on the final section of Phase 2, the servery and kitchen, to be completed in 2025.
- 5) Agreement was reached on the upkeep of the church gardens with ten visits per year by a professional team; the balance being managed by volunteers. Key issues this year were a major cut back of shrubs and new yew hedges round the war memorial.

Anthony Glossop, Finance & Management Committee Chair

Community Care

Our weekly coffee morning, Poplins, continues on Thursday mornings from 10-11am, with a happy group of friendly people. Come in, you'll find a warm welcome. Our Lunch Party was held in February and we gave a Tea Party in July. Our guests enjoy these events, meeting their friends, and there is so much chatter and laughter. The Harvest gifts were distributed to Maggs, Worcester Food Bank, and three small hostels. We ran a successful refreshment stall at the Autumn Fair, serving coffee and cakes, followed by home-made soup, rolls and cheese. This year we distributed 25 Poinsettias to bereaved people, the elderly and housebound friends. We sent cards to bereaved families who live away from Worcester. People are very grateful that they are being remembered. We continue to visit when needed, deliver flowers to cheer, and bring people to church on Sundays.

Isobel Maher, Community Care Committee Chair

Social Committee

The Social Committee at St Martin's continues to organise and cater for events for the church family and wider community. In June this year we were delighted to be asked to organise a special Team lunch for Mike and Richard to celebrate their ordination as Priests. We enjoyed contributions of food from all of our Team Churches. The annual Pancake Party and Harvest Lunch were both well attended and enjoyed by all. Members of the committee helped at the Autumn Fair, and various concerts held in the Church. We are planning to hold a 'Tea Party' in June/July of next year. New members of the committee always welcome.

Alison Fraser, Social Committee Chair

Mothers' Union

We meet at 2:30pm on the first Wednesday of each month, apart from January and August, and open with prayers and notices before an interesting talk varying from gardening, beekeeping, to faith in the workplace. We are involved with families by working together in activities such as making angels, and putting ourselves in each others' shoes to make a better place. We would like to thank members of the congregation for giving very interesting talks over the past year - Bill Simpson, Anthony Glossop and our former curate Phil Bradford. In June we had a strawberry tea, which was well attended, where £200 was raised. In December we enjoyed a Christmas dinner at the March Hare before resuming to meet for our February meeting. We are collecting emergency toiletries for A&E, so any contributions are gratefully received for this good cause. All are welcome to come to our meetings.

Mary Williams, Mothers' Union

Flower Club

Flower Club meets monthly, in the Lower Vestry, ten times a year, February to July, and September to December. Flower club in 2024 was a success, we had two new members and two more came whenever they could.

Each month we do a different arrangement, in October we did an Oriental one. They were wonderful and we have photos to prove it. We have the same tutor this year, she is extremely knowledgeable, helpful, kind, a great demonstrator, and certainly helps us with all our flower arranging problems.

Flower club commences again in February 2025, with a nod to Valentines day.

Marian Field, Flower Club

Church Flowers

We would like to thank all our volunteer flower arrangers for giving up their time to enhance the Church in 2024. Please will you help us again in 2025?

Our main source of fresh flowers, oasis and other products in 2024, was from P & M Flowers, the wholesaler in Oldbury Road, Worcester. But in the autumn they went into voluntary liquidation and closed their doors. Since then we have purchased flowers at various florists and supermarkets. It was not easy, and costs increased.

Oasis and other products we can get on line, we are getting good at this, but we still need to explore a better way of obtaining fresh flowers. A local florist may be a good idea because we can buy single flowers in quantity, rather than supermarket flowers in mixed bunches. The challenge is on and we are up for this, wish us luck.

Marian Field, Church Flowers

Musical Director

2024 began with a Choir pilgrimage to Pershore Abbey to join with Paul Trepte and the Abbey Choir to sing Choral Evensong. This was followed by tea and cakes. For the service, our choir learned a new setting by John Ireland which has subsequently been rolled out in our own church. John accompanied the service on the new Ruffatti pipe organ, which is quite some instrument, and speaks with a decidedly continental accent.

Having presented an ambitious play, *A Midwife Crisis*, as part of the Crib Service, the Tunes and Chips Choir continued in 2024 by joining with the adult choir on Easter Day. We also hosted two further Red Hill School organ workshops, and the first Primary Schools Singing Festival, which saw well over one hundred pupils from a number of schools joining together under the charismatic direction of Ruth Bennett, music lead at Red Hill School, accompanied by John.

With the Three Choirs Festival at home this year, we hosted some high profile concerts. Church Choir members not involved in TCF, gave a Coffee Concert singing a varied programme, with solos by Sarah Davidson and Anne Linstrum, and organ pieces from our associate organist, Robin Walker. To finish the concert, a rendition of Sir David Wilcox's *Sing*, to the tune of the *Toccata* by Widor, was much appreciated.

In September, Tunes and Chips was integrated into our Kid's Club offering, which has a music session, games, and worship every week in term time. Once again, the singers contributed to Harvest Festival and the Crib Service and have become more expert at singing with microphones.

Church Choir numbers remain stable over the year. For Festival of Nine Lessons and Carols, amazingly, nobody was ill with a cough, cold, or flu, which was miraculous I feel, given how much pestilence was around.

I am continually grateful for the support of Robin Walker and Matthew Gardner for their organ and piano playing. The Rector kindly agreed to a modification of my terms and conditions, thus giving one Sunday away each month.

Going forward, the mission will be to keep looking at new expressions of music in worship and build on our links being made locally with our schools, especially with our secondary schools.

John Swindells, Director of Music

Concerts

From the beginning of 2024, Rebecca Caskie took over as Concerts Administrator, and has fulfilled the role with efficiency and enthusiasm. With the support of our trio of musicians - John Swindells, Matt Gardner and Robin Walker - we have been able to manage all our ad hoc bookings and, with the help of other volunteers, have served refreshments to our audiences whenever required, all proceeds going to St Martin's. Apart from our regular hirers - Worcestershire Symphony Orchestra and Severn Arts - we hosted four concerts given by artists/groups who were new to us, and all appreciated the facilities we provide.

As agreed towards the end of 2023, Matt Gardner took over the organisation of our series of monthly *Coffee Concerts* on Saturday mornings, and I'm pleased to report that these have been going from strength to strength. Matt writes: *"The concerts continue to be well supported by audiences and a wide range of musicians who give their services for free. In 2024 these concerts raised a total of £2,937 in audience donations for a variety of charities nominated by the performers, as well as contributing £1,675 to church funds via refreshment sales. Special thanks must also be offered to all the volunteers who help with cake baking, running the café and moving furniture."*

This year it was Worcester's turn to host the prestigious *Three Choirs Festival* and St Martin's was privileged to be chosen as a venue for four events during the week at the end of July. With a small team of volunteers, I was able to run a café during all the events, and this raised around £500 profit for St Martin's - in addition to the 4-figure sum paid to us by the Festival for our facilities.

In October, we held our second Silent Film Night - two hilarious black & white classics, accompanied by the eminent pianist Colin Sell. We were grateful to the Cathedral for lending us their very large projection screen, to the Diocese for the loan of a projector, and especially to Colin who gave his services free for this charity event. After paying significant film rights, we raised £600 for the WOW Projects Fund.

All these events continue to bring in new people to appreciate our building and our warm welcome - all part of our Mission, as well as raising much needed funds for the Church. I'm grateful to Matt for keeping accurate financial records and maintaining the Concerts Account, and at the end of the year the Committee is delighted to be able to pass on over £9,000 in Concerts profit to the General Fund.

Shirley Scott, Concerts Committee Chair

Parish Magazine Report

We currently have fewer advertisers and fewer subscribers, and could do with more of both. Articles submitted by members of the congregation (or suggestions for content) are always welcome. The editor's policy is to feature different images on the cover and this seems to have been welcomed. If anyone would like one of their own images to feature, please submit a digital version, but the house rule is that it must be taken within the area covered by the Worcester South East Team, and any people featured *must* grant permission.

Beverley Hart, Parish Magazine Editor

The Churchmouse Report

We started this simple monthly children's newsletter in 2022 as the Parish Magazine format is not very hospitable in scale to kids' stuff! During, and since, Advent (when we had to reprint) all the copies have been distributed, in part thanks to the efforts of Debra. Although contributions from our younger members are not as numerous as we'd like, they are most welcome.

Beverley Hart, Parish Magazine Editor

Parish Centre

This is the first time a report on the Parish Centre has been included in the Annual Report, so a bit of 'background' may be helpful.

The Parish Centre was built in 1903 as a Mission Hall, where the congregation of St Martin's worshipped until the church was built and consecrated in 1911. The choir stalls from the mission hall were re-installed in the church and, with some modifications, are still used today. It is not owned by St Martin's - it is leased to us by the Diocese of Worcester, and we are responsible for all running costs and repairs.

There are two halls with a basic kitchen adjacent to the upper hall and a utility room off the lower hall. Access to both halls and to the toilets is via stairs, so disabled access is very difficult. Unfortunately, the layout of the building is such that providing disabled access would be very expensive. We also have 11 lock-up garages at the rear of the Parish Centre, which are mainly let for storage. The roof of the garages is in poor condition and leaking – repair or replacement will be necessary in the near future.

Currently, there are nine groups using the Parish Centre:

London Road Playgroup and Pre-school - meets every weekday.

16th Worcester Scout Group – Beavers, Cubs, Scouts and Explorers meeting weekly in term time.

25th Worcester Guides – Rainbows, Brownies, Guides and Rangers meeting weekly in term time.

Table Tennis (two groups), Badminton, Yoga, Pilates, and Wu Wei Tai chi, all meeting weekly.

Some of these groups have been using the Parish Centre for many years – the Guides recently celebrated their 80th Anniversary! It demonstrates how important it is as a community resource.

Both halls are available for hire for parties or events, particularly at weekends. A huge thank you to Joan Hazzard for all her work in managing bookings, and invoicing of rental charges.

In December of each year, any surplus from rental income, less expenses, (and a working balance of £2000) is transferred into church funds. This is a significant contribution to church funds, but we are committed to potentially large expenditure in the future for the maintenance and repair of the fabric.

I have been manager of the Parish Centre for 20 years, and I would now like to pass on the role. If you are interested, please contact me or Angela Dale.

Malcolm McMurray, Parish Centre Manager

Deanery Synod

Deanery Synod has met three times this year. On each occasion we are at a different venue. This serves two purposes. The first is the opportunity to visit the very varied locations of parishes in our Deanery, and also to ensure not every Synod member has a distance to travel each time.

The first Synod was an opportunity to meet the new Archdeacon - Mark Badger. He encouraged us to think about mission with a particular focus on engaging with people moving into new housing developments but also thinking about how we connect with new people moving into existing homes in our parishes. As groups from different churches we were encouraged to look at what our churches currently offer, and where there are openings to extend our welcome beyond the church setting. The aim is to bring people gradually into contact with the church and faith by using experiences and settings where they feel more comfortable.

At our second Synod meeting we were invited to bring our Treasurers along. Quite often issues involving finance are discussed at Diocese level without the impact of everyday, individual parish life being articulated. This meeting was used to discuss the issues faced by us as parishes, which were then presented to the Diocesan Officers for them to understand our concerns.

Our final meeting, held on a Saturday, had two guest speakers. Revd Kim Brown has been appointed to help develop New Worshipping Communities. She has a wealth of experience, and provided many resources and ideas that parishes can build into current parish activities. She is willing to help all churches wanting support to develop their interaction in communities.

The second speaker was the Revd Duncan Hutchinson, who has launched the *Church and School Partnership Award* in our Diocese. Even though we do not have a church school linked to St Nicholas, it does not prevent us from building stronger bonds with secular schools.

An extra event, organised by Revd Paul Wilcox was a Deanery Prayer event. It was held on September 11th, offering prayer stations linked to praying for different aspects of our Deanery life. The detail that was put into the evening was excellent, but unfortunately very few non-clergy attended. This was a shame, as the quality of what was offered was excellent.

Finally, our Area Dean is leaving us for pastures new, we await a new Area Dean being appointed.

Elizabeth Fleming (Deanery Synod Rep) and Nick Stephens (Diocesan Synod Rep)

Donations to Charity

St Martin's aims to donate at least 5% of the church's income to good causes, and the Missionary Committee fundraise through the year. Donations to local, national and international charities are made from these sources and from other income. The following gifts are included in the church accounts. In addition, a further £6,592 has been set aside by the PCC but not yet disbursed.

USPG	£1,012	W&D Historic Churches Trust	£50
Church Army	£551	Mission Aviation Fellowship	£75
Embrace the Middle East	£250	Bible Society	£75
Maggs Day Centre	£75	Christian Aid	£200
St Pauls Hostel	£75		
		TOTAL	£2,363

St Martin's sponsors Coffee Concerts featuring local artists who choose a charity to benefit from a collection during the performance. The proceeds are paid directly to the charity and are not included in the church accounts. The table below shows the amounts raised net of gift-aid as this is claimed by the charity concerned.

St Richard's Hospice	£570	Worcester Snoezelen	£214
Midland Freewheelers	£319	Grace Kelly Childhood Trust	£171
Trussell Trust	£315	Elgar School of Music	£171
Worcester Foodbank	£306	Maggs Day Centre	£170
Severn Arts	£301	Embrace the Middle East	£95
Water Aid	£245	TOTAL	£2,877

St Martin's also organises collections for many charities (including for Christian Aid Week and the Disasters Emergency Committee) and facilitates charitable donations at funerals and other events which are not included in the church accounts. For example, the Harvest Festival food collection was donated to Worcester Foodbank.

Cairen Stedman, Treasurer

Financial Report

As presaged in last year's financial report, some difficult decisions were made by the PCC about expenditure this year, the principle one being our inability to meet the full Parish Share due to the diocese to support our parish clergy. Nevertheless, the total funds of the church have decreased by around £8,000 over the year. In part this can be attributed to funds needed to complete the Widening Our Welcome project to upgrade our toilet facilities, but is also due to having sadly lost from the parish a number of regular givers.

The current market volatility and outlook for the economy as a whole are concerning; the church benefits from the interest of the John Carter Endowment Fund. This fund grew by around £4,500 in the year, but it remains to be seen how markets will adjust over the coming year. Some of the Margaret Benson bequest has been used to help fund our Children and Families Worker, and the benefits of this in drawing new members into our community are beginning to be seen.

To support the church's mission financially, everyone can help by joining one of the financial support schemes. As a new incumbent to the position of treasurer, I can appreciate just how much of the workload the Parish Giving Scheme has taken – if you are not yet signed up, I would encourage you to consider doing so. Further details are available at www.parishgiving.org.uk. For those who shop online, many major retailers are signed up to EasyFundraising (www.easyfundraising.org.uk). Individuals sign up and designate a charity (which could be St Martin's) and the retailer donates a small amount of each purchase. It may seem tiny, but pennies add up. Please do talk to me or Paul for more information if you would like.

This year has been a very steep learning curve for me, as Paul and I took over from Garth and Christine as treasurer and planned giving co-ordinator, and we are grateful to them for the huge amount of support they have given – we hope to rely on them less as time goes on.

Cairen Stedman, Treasurer

The Parochial Church Council of St Martin with St Peter

Financial Review

Statement of the PCC members responsibilities regarding financial matters

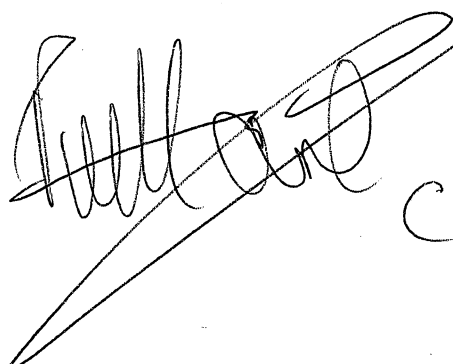
The PCC members are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the PCC members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC incoming resources and application of resources for that period. In preparing these financial statements, the PCC members are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP 2019
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC members are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the PCC and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the Church Accounting Regulations 2006. They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the PCC on 2/4/25 and signed on their behalf by


Chair

**Independent Examiner's Report to the
Trustees of The Parish of St Martin with St Peter, Worcester**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2024 which are set out in the following pages.

Responsibilities and basis of report

As the charity'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 charity'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.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records ; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.

Signed:



Sally Bishop FCA
Bishops Accountancy Ltd
Chartered Accountants
Unit 3 Elgar Business Centre
Moseley Road
Hallow
Worcester
WR2 6NJ

Date:

14/4/2025

The Parochial Church Council of St Martin with St Peter

Balance sheet (Separate funds)

As at: 31 December 2024

	Note	General Fund	Designated Funds	Restricted Funds	Endowment Funds	At 31/12/2024 £	At 31/12/2023 £
Fixed assets							
Investments	4(b)	725	—	—	205,840	206,565	201,937
Fixed assets		725	—	—	205,840	206,565	201,937
Current assets							
Debtors	5	2,229	458	1,938	—	4,625	4,312
Cash at bank and in hand		15,695	101,006	112,462	—	229,162	237,665
Current assets		17,924	101,463	114,400	—	233,788	241,977
Liabilities							
Creditors: Amounts falling due in one year	6	8,649	213	923	—	9,785	5,172
Net current assets less current liabilities		9,275	101,251	113,477	—	224,003	236,804
Total assets less current liabilities		10,000	101,251	113,477	205,840	430,567	438,742
Total net assets less liabilities	10	10,000	101,251	113,477	205,840	430,567	438,742
Represented by							
Unrestricted							
Unrestricted - General fund	2(b)	10,000	—	—	—	10,000	10,000
Designated							
Designated - Concerts Fund	2(c)	—	1,500	—	—	1,500	1,500
Designated - Hardship Fund	2(d)	—	700	—	—	700	700
Designated - Parish Centre Fund	2(e)	—	2,000	—	—	2,000	2,000
Designated - Reserve Fund	2(b)	—	97,051	—	—	97,051	108,957
Restricted							
Restricted - Biliki Fund	3	—	—	271	—	271	286
Restricted - Community Care Fund		—	—	1,015	—	1,015	725
Restricted - Flower Fund		—	—	242	—	242	57
Restricted - Margaret Benson Memorial Fund	2(g)	—	—	88,238	—	88,238	89,225
Restricted - Missionary Appeals Fund		—	—	1,584	—	1,584	1,608
Restricted - Organ and Church Music Fund		—	—	2,561	—	2,561	4,724
Restricted - Projects Fund	2(h)	—	—	12,388	—	12,388	10,881
Restricted - Youth Fund		—	—	7,178	—	7,178	6,844
Endowment							
Endowment - John Frederick Carter Bequest	2(f)	—	—	—	205,840	205,840	201,234
Funds of the church		10,000	101,251	113,477	205,840	430,567	438,742

There may be minor discrepancies in the totals as the pence are not being shown

The Parochial Church Council of St Martin with St Peter
Statement of Financial Activities
For the period from 01 January 2024 to 31 December 2024

	Note	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:							
Donations and legacies	8(b)	96,394	—	30,494	—	126,889	137,074
Income from charitable activities	8(c)	7,957	36,881	3,474	—	48,312	39,309
Other trading activities		3,056	—	—	—	3,056	—
Investments	8(d)	11,476	3,503	3,179	—	18,158	17,795
Other income		18,502	268	1,938	—	20,708	19,434
Total income		137,386	40,652	39,085	—	217,123	213,612
Expenditure on:							
Raising funds	8(e)	265	428	—	—	693	200
Expenditure on charitable activities	8(f)	153,419	17,424	58,389	—	229,231	209,178
Total expenditure		153,684	17,852	58,389	—	229,925	209,378
Gains / losses on investment assets	4(b)	21	—	—	4,606	4,627	17,480
Net income / (expenditure) resources before transfer		(16,277)	22,800	(19,303)	4,606	(8,174)	21,714
Transfers							
Gross transfers between funds - in		21,278	5,211	18,430	—	44,919	51,358
Gross transfers between funds - out	8(g)	(5,001)	(39,918)	—	—	(44,919)	(51,358)
Other recognised gains / losses							
Net movement in funds		—	(11,907)	(874)	4,606	(8,174)	21,714
Reconciliation of funds							
Total funds brought forward	9	10,000	113,157	114,351	201,234	438,742	417,028
Total funds carried forward	10	10,000	101,251	113,477	205,840	430,567	438,742

There may be minor discrepancies in the totals as the pence are not being shown

The Parochial Church Council of St Martin with St Peter

Summary of income and expenditure From January 1st 2024 to December 31st 2024

	2024 (£)			2023 (£)		
	Income	Expenditure	Difference	Income	Expenditure	Difference
Planned giving	71,925			77,440		
Plate collections	4,158			4,076		
Gift Aid received	16,968			18,874		
Legacies	0			25,969		
Donations	3,658			2,855		
Bank/Building Society interest	7,316			6,954		
John Carter Bequest	5,586			5,501		
Parish Share		80,000			107,989	
Alms from St Martin's		6,592			5,298	
Church & P.Centre Insurance		6,947			7,035	
Church maintenance & repairs		3,320			5,894	
Church cleaning		1,606			2,216	
Parish Centre cleaning		6,699			9,012	
Sub-total	109,611	105,164	4,447	141,669	137,444	4,225
Church utility bills *		9,062	(9,062)	8,280	11,842	(3,562)
Parish Centre utility bills *		4,897	(4,897)	2,780	6,838	(4,059)
All other Parish Centre	23,932	1,926	22,006	19,502	3,319	16,183
All other salaries	13,000	44,229	(31,229)	2,000	21,989	(19,989)
Missionary Fund	2,114	2,139	(25)	2,792	2,747	45
Biliki Fund	301	316	(15)	286	182	104
Projects Fund	27,005	45,866	(18,861)	2,630	7,608	(4,978)
Young People	2,122	1,788	334	852	882	(30)
Organ and Church Music	61	2,223	(2,163)	1,102	1,990	(888)
Garages	5,256	0	5,256	5,341	0	5,341
Concerts	12,290	2,654	9,636	8,139	1,101	7,038
Magazine Income/expenditure	4,297	2,300	1,997	4,115	1,604	2,511
Other income and expenditure	17,134	7,361	9,773	14,124	11,832	2,292
Total	217,123	229,925	(12,802)	213,612	209,378	4,234

*In 2023, energy surcharges were applied to church and parish centre rentals, which have been consolidated into rental charges in 2024.

There may be minor discrepancies in the figures above as the pence are not being shown

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2024 to December 31st 2024

1 Summary of significant accounting policies

(a) General information and basis of preparation

The charity (St Martin with St Peter PCC) constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Charities Act 2022 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

Unrestricted general funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Unrestricted designated funds are used by the trustees for particular projects and purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. These funds cannot be used by the trustees for any other purposes unless determined by the Courts or the Charity Commissioners. The aim and use of each restricted fund is set out in note 3 in the financial statements. Specific fund policies are detailed in note 2.

Endowment funds are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Details of the single St Martin's endowment fund is shown in note 2(h).

(c) Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2024 to December 31st 2024

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met, or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity when it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Dividends and interest are accounted for when receivable.

Gift Aid received from donations is recognised during the financial year in which the donation is received.

Rental income from the letting of church premises, income from church magazine adverts and any other income is recognised when received.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as an expense against the activity for which the expenditure arose.

Costs of raising funds comprise those costs directly attributable to fund raising events.

(e) Tangible fixed assets

Expenditure on equipment used within the church is depreciated on a straight line basis over 4 years. Individual items of equipment costing £1,500 or less are written off when the asset is acquired.

(f) Fixed asset investments

Investments are quoted on a recognised stock exchange and the value that derives from them is valued at market value at the year end.

g) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(h) Pensions

Contributions to defined contribution plans are expensed in the period to which they relate.

(i) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2024 to December 31st 2024

2 Specific fund policies

(a) Free Reserves

The PCC will try to maintain a balance on Free Reserves equivalent to at least six months Unrestricted Funds expenditure. This is held to smooth out fluctuations in cash flow and to meet emergencies. If the reserves fall below this level, the PCC will plan to reduce expenditure and increase income so that this balance can be achieved. Free Reserves comprise the General Fund and the Designated Funds. Refer to note 11 for a compliance check.

This policy is regularly reviewed and revised following ongoing research into current practice.

(b) General Fund

This must be maintained at a higher level than the total of the other unrestricted funds (except the Reserve Fund). If needed, the Treasurer can transfer money from the Reserve Fund to the General Fund. A balance of £10,000 in this fund is maintained at year-end by transfer to or from the Reserve Fund.

(c) Concerts Fund

This generates profits received from church musical events. A balance of £1,500 in this fund is maintained at year-end, with the surplus being transferred to the General Fund.

(d) Hardship Fund

The Hardship Fund was created in November 2023 to support individuals and families in dire need in the parish. It is administered by the Rector and Churchwardens and was initiated by a transfer of £700 from the church General Fund (Allocation of Alms). The Hardship Fund can be closed down in the future by the Rector and Churchwardens with reference to the PCC, with any residue to be transferred to the General Fund (Allocation of Alms).

(e) Parish Centre Fund

This fund is used to financially manage the Parish Centre and any profit is used for the church general purposes as decided by the PCC. A balance of £2,000 in the Parish Centre Fund is maintained at year end by transfer to or from the General Fund.

(f) Endowment Fund - John Frederick Carter Bequest

St Martin's Church received a bequest of £99,500 in 2008 from the estate of John Frederick Carter. The capital is invested in the CBF Church of England Investment Fund administered by CCLA. The church receives the dividend from the investment but was originally not allowed to spend the capital. The Charities Act (2022) changed some aspects of charity law, including the possibility of spending the capital in some circumstances. This is currently being researched.

(g) Margaret Benson Memorial Fund

St Martin's Church received a substantial legacy in 2021-3 from the estate of the late Margaret Benson. The legacy was donated to the Vicar and Churchwardens of St Martin's Church "for such religious purposes in the said Parish as the said Vicar and Churchwardens shall in their absolute discretion think fit". Accordingly the legacy was deposited in the restricted Margaret Benson Memorial Fund.

(h) Projects Fund

This was set up by the PCC in January 2021 to financially manage major church projects. The PCC reserves the right to close the Projects Fund and transfer any money to the General Fund.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2024 to December 31st 2024

3 St Martin's Restricted Funds

These funds contain donations for particular purposes specified by the donor. By law these funds cannot be used by the PCC for any other purpose. The groups managing these funds have to give notice to the PCC for any substantial expenditure, and the PCC has the authority to veto such expenditure if it was to cause financial hardship to St Martin's Church.

- **Biliki Fund** – to support charitable activity in Biliki, Georgia. Donations to this fund are from specific appeals, and the donations are distributed by the Missionary Committee.
- **Community Care Fund** – to support charitable activity in the parish. This is administered by the Community Care Committee. Fundraising is mainly from donations at the weekly Pop-ins café in St Martin's Church lower vestry.
- **Flower Fund** – to fund the cost of flowers in St Martin's Church. Supported by donations and administered by the church Flower group.
- **Margaret Benson Memorial Fund** – a bequest from a late member of St Martin's Church to support religious activities in the parish, at the discretion of the Rector and Churchwardens.
- **Missionary Appeals Fund** – to support local, national and international charities. Donations through regular appeals, coffee mornings, plant sales etc, and administered by the Missionary Committee.
- **Projects Fund** – to financially manage current and future planned projects. The Fund is administered by the PCC.
- **Organ and Church Music Fund** – for the maintenance of the St Martin's pipe organ, together with funding for replacement of printed church music and support for the church choir. The Fund is administered by the church Director of Music.
- **Youth Fund** – to support young people's activities in church and in the community. Fundraising by specific appeals and events.

4 Fixed Assets (Capital value)

(a) **Church Furniture, Office Fittings and Equipment, etc.**

Assets have been written off in the year of purchase or depreciated to Nil.

(b) **Investment assets**

(i) **CBF Church of England Short Duration Bond Fund – 486 shares**

The income from this is paid into the General Fund. No shares were added or sold during the year. During 2023 the name was changed from *The CBF Church of England Fixed Interest Securities Fund*.

(ii) **CBF Church of England Investment Fund – 8,902.07 shares**

The income is paid into the General Fund and can be used for any ecclesiastical purpose but the capital (received from a 2008 bequest) cannot be spent. No shares were added or sold during the year.

Note: The following tables show specific financial data, but there may be minor discrepancies in the figures as the pence are not being shown.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2024 to December 31st 2024

Fixed Asset	Valuation 31/12/24	Change in value in 2024	Valuation 31/12/23
CBF Short Duration Bond Fund	£725	£22	£703
CBF Investment Fund (capital)	£205,840	£4,606	£201,234
Total	£206,565	£4,628	£201,937

5 Debtors	2024	2023
Gift Aid rebate	£1,517	£1,309
Listed Places of Worship VAT re-claim	£2,400	£1,286
Other debtors	£708	£1,717
Total	£4,625	£4,312

6 Liabilities: Amounts falling due within one year	2024	2023
Creditors for goods and services (no long term creditors)	£9,785	£5,172

7 Staff Costs	2024	2023
Mrs Rebecca Caskie (Team Administrator) - gross		
St Martin's PCC contribution :	£12,293	£12,777
Worcester South East Team contribution:	£2,000	£2,000
Church and Parish Centre Cleaner(s) - gross	£8,304	£6,178
Debra Hill - CYP Worker - gross		
St Martin's PCC contribution:	£3,194	
Worcester Diocese contribution	£11,000	
John Swindells (Director of Music) - gross	£5,780	£7502
Organist holiday cover	£920	£420
Gross wages, salaries and benefits in kind	£43,491	£28,877
Employer's national insurance costs	£0	£0
Pension costs	£738	£451
Total staff costs	£44,229	£29,328
No employees received total employee benefits (excluding employer pension costs) of more than £60,000.		

8 Statement of Financial Activities

In this statement:

- (a) *Unrestricted Funds* includes Unrestricted and Designated Funds
- (b) *Donations and Legacies* includes Planned Giving and Gift Aid
- (c) *Income from charitable activities* includes Parish Centre rents, magazine income, fees from weddings and funerals etc.
- (d) *Income from Investments* includes the dividend from the church investment assets (see note 4) and garage rents.
- (e) *Expenditure on raising funds* includes Planned Giving and Concerts expenses
- (f) All other expenditure is classed as *charitable activities*, including Parish Share, insurance, energy costs, salaries etc.
- (g) The *transfers between funds* are predominantly the transfers of income from the Concerts and Parish Centre Funds to the General Fund, and from the transfers of funds between the General Fund and the Reserve Fund.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2024 to December 31st 2024

9 Fund Reconciliation

FUNDS	At 1.1.2024 £	Net Transfers £	Income £	Outgoings £	Gains/ (Losses) £	At 31.12.2024 £
Unrestricted	123,157	(18,430)	178,038	171,536	21	111,251
Restricted	114,351	18,430	39,085	58,389	0	113,477
Endowment	201,234	0	0	0	4,606	205,840
Totals	438,742	0	217,123	229,925	4,627	430,567
FUNDS	At 1.1.2023 £	Net Transfers £	Income £	Outgoings £	Gains/ (Losses) £	At 31.12.2023 £
Unrestricted	142,291	0	175,303	194,474	37	123,157
Restricted	90,946	0	38,309	14,904	0	114,351
Endowment	183,791	0	0	0	17,443	201,234
Totals	417,028	0	213,612	209,378	17,480	438,742

10 Analysis of net assets by fund

2024	Unrestricted Funds (£)	Restricted Funds (£)	Endowment Funds (£)	Total (£)
Fixed assets	725	0	205,840	206,565
Current assets	119,387	114,400	0	233,787
Current liabilities	(8,862)	(923)	0	(9,785)
Net total assets	111,250	113,477	205,840	430,567
2023	Unrestricted Funds (£)	Restricted Funds (£)	Endowment Funds (£)	Total (£)
Fixed assets	703	0	201,234	201,937
Current assets	126,673	115,304	0	241,977
Current liabilities	(4,219)	(953)	0	(5,172)
Net total assets	123,157	114,351	201,234	438,742

11 Check for compliance to Reserves Policy

Year-end Unrestricted Funds total (£111,251) less last 6 months expenditure of £98,702 = £12,549. Therefore Free Reserves are £12,339 and the church conforms to the PCC Reserves Policy (see note 2a).

12 Independent examiner's remuneration

The independent examiner's remuneration for the 2024 accounts amounts to an independent examination fee of approximately £500. (2023 £510)

13 Related party transaction

In 2024 St Martin's received donations of £33,381 (2023: £39,963) from PCC members.

14 Trustees' and key management personnel remuneration and expenses

St Martin's considers its key management personnel are the members of the PCC. PCC members neither received nor waived any remuneration during 2024 (2023: £nil). PCC members did not have any expenses reimbursed during 2024 (2023: £nil).

Accounts

THE PARISH OF ST MARTIN WITH ST PETER

In the Worcester Deanery of the Diocese of Worcester

Worcester South East Team Ministry

**ANNUAL REPORT
&
FINANCIAL STATEMENTS**

of the

PAROCHIAL CHURCH COUNCIL

For the year ended 31st December 2023

Incumbent: Revd Peter Hart
 The Rectory
 6 St Catherine's Hill
 Worcester
 WR5 2EA

Bank: CAF Bank Ltd
 25 Kings Hill Avenue
 Kings Hill
 West Malling
 Kent
 ME19 4JQ

Independent Sally Bishop FCA
Examiner: Bishop's Accountancy Ltd
 Chartered Accountants
 Unit 3 Elgar Business Centre
 Moseley Road,
 Hallow
 Worcester
 WR2 6NJ

Registered Charity No: 1128519
Parish National Church Code:420642141

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The Parochial Church Council of St Martin with St Peter

Annual Report for the year ending December 31st 2023

The PCC presents its annual report and the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Charities Act 2022 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Reference and Administration details

The Parochial Church Council of the Ecclesiastical Parish of St Martin with St Peter, Worcester (also known as St Martin with St Peter PCC, Worcester), St Martins Church, Parish Office, London Road, Worcester, WR5 2ED is registered with the Charity Commissioners (number 1128519).

Current PCC members (until 2024 Annual Parochial Church Meeting)

Ex officio:

Rector:	Chair	Revd Peter Hart
Other Clergy:	Assistant Curate	Revd Richard Wood (from July 2023) Revd Mike Bunclark (from September 2023)
Churchwardens:	<i>(Elected annually by AVM)</i>	Elizabeth Yarker Vacancy
Deputy Churchwardens:	<i>(Elected annually by AVM)</i>	Barbara Richards Vacancy
Representatives on the Deanery Synod:	<i>(Elected by APCM for 3yrs to April 2026)</i>	Anthony Glossop Shirley Scott

Representatives of the laity

<i>(Four elected by APCM each year, for 3 years)</i>	<i>To 2024 APCM:</i>	Garth Williams
	<i>To 2025 APCM:</i>	Robin Walker Vacancy Bill Simpson (Co-opted)
	<i>To 2026 APCM:</i>	Angela Dale David Scott Christine Williams (Co-opted) *

Maximum voting members: 23, actual: 16 A quorum is one third of voting members

PCC Officers:

<i>(Elected annually By PCC)</i>	Lay Vice Chair	Elizabeth Yarker
	Secretary	Nick Harrison
	Hon. Treasurer	Garth Williams
	Hon. Deputy Treasurer	Bill Simpson
	Independent Examiner	Sally Bishop
	Planned Giving Recorder	Christine Williams
<i>(Appointed by APCM)</i>	Safeguarding Officer	Malcolm McMurray
	Electoral Roll Officer	Julia Glossop *

AVM:- Annual Vestry Meeting.

The Lay Vice Chair must be a PCC member. Appointments continue until changed by the APCM.

Deputy Churchwardens and PCC Officers are NOT PCC members unless otherwise elected or co-opted.

**Trustees to whom responsibility has been delegated for the reporting of serious safeguarding and other incidents to the Charity Commission.*

Structure, Governance and Management

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure in providing facilities for worship and religious observance for the people of Worcester and environs.

The method of appointment of PCC members is 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.

Objectives and Activities for the Public Benefit

The object of the charity is promoting in the ecclesiastical parish the whole mission of the church. The PCC confirms that in planning the activities for the year, they kept in mind the Charity Commission's guidance on public benefit at their trustee meetings.

The PCC carries out its activities via a number of committees and working parties, using a mixture of PCC members and co-opted members. It has a Standing Committee to undertake any urgent PCC business between PCC meetings, and to prepare agendas for the PCC meetings.

Other committees are:

- Community Care (Chair: Isobel Maher)
- Concerts (Chair: Shirley Scott)
- Finance & Management (Chair: Anthony Glossop)
- Magazine & Publicity (Chair: Jim Wheldon)
- Missionary (Chair: Elizabeth Yarker)
- Social (Chair: Alison Fraser)
- Children and Families (Chair: The Rector)

Rector's Report

Parish life has returned with a swing now, and we are putting the depredations of the Covid pandemic behind us. We feel we can plan now, and organise ourselves the way we would wish to. That having been said, there were two major events of the year which we had not planned for, but which were utterly delightful. First, the ordination of Richard Wood as a deacon to begin his ministry in the parish. Secondly, the ordination of Mike Bunclark as a deacon, also to start his ministry in the parish. Robin Parry moved on to a new ministry at the Cathedral, but the Team gained two curates – alleluia!

It has been a year of consolidation rather than a year of expansion. We have settled into a regular pattern of worship, with Junior Church on the second and third Sundays of the month, All Together Worship on the fourth and Choral Evensong fully restored to the second Sunday evening of the month. The worship is rich and varied, challenging and comforting.

Mainly Music, Junior Church, Tunes and Chips all settled into a rhythm of activity and learning. Popins on a Thursday morning has become a fixture in many people's lives, and the local schools have restarted their regular visits to St Martin's, both for learning and for worship. Particularly gratifying was the visit of Stanley Road Primary School to St Martin's for their Christmas service during December – the school had not been to church for quite a few years.

Links with our local church school, Red Hill (CE) Primary have grown, as there are now three of us who regularly go into the school to lead collective worship, and the school has a full schedule of church visits through the year. The foundation governors – Mike Bunclark, Val Hall & Beverley Hart – have worked hard through the year supporting the new head, Jolanda Simmons, and it was a joy to have her give one of the readings at our service of 9 Lessons and Carols. The foundation governors also supported the staff and pupils through the successful OFSTED inspection, playing a full part in bringing to fruition a lot of hard work by the school leadership team. If you get a chance to visit Red Hill during the school day, take it. It is a thriving learning community, and you will be treated like royalty by the children as they show you round.

We successfully applied for shared funding from the Diocesan Health and Sustainability Fund for a Children and Family Worker to expand our mission across the Team and particularly at St Martin's. Unfortunately, we have not yet been able to recruit anyone to the post, but we are actively seeking the right person to do the job. Funding is for five years, and will enable us to reach out to new families who have arrived in the parish through many different ways.

The newly formed Children and Families Committee swung into action with gusto, organising a very successful Barn Dance in September and leading the way with new thinking about involving children and families in the life of the church. Forest Church continues to flourish, and is one of the areas for which Richard will have particular responsibility.

The magazine is now in colour, which has been a great step forward, and *The Churchmouse* provides a monthly magazine for the children of the parish, packed full of challenging quizzes and practical craft activities.

I would be lost without Rebecca Caskie, our parish administrator. Her skills, thoroughness and efficiency enable this parish and the whole team to function properly. I must also pay tribute to Elizabeth Yarker's work as Church Warden, Barbara Richard's work as Deputy Warden, and all the chairs of committees who have enabled worship, outreach, support and maintenance to continue across the parish.

In 2024, Richard and Mike should be ordained priest, and then their ministry will expand even further. If we can add to our staff a Children and Families Worker, then we will be fully resourced to reach out beyond ourselves into the parish, and make 2024 a year of growth, both spiritual and numerical, while we trust in the God who loves us and redeems us and draws us daily to himself in worship and service.,

Fr Peter, Rector

Churchwardens' Report

Every year the Archdeacon admits the newly elected Churchwardens to office, saying "The office of church warden dates from the thirteenth century and, as such it is one of the earliest forms of recognised lay ministry. Churchwardens are the officers of the bishop." The Archdeacon then elaborates on the duties and responsibilities of the churchwarden. It is a privilege as well as a responsibility, a delight and a worry. In the thirteenth century churchwardens did not have to write a report to the PCC. There were no PCCs until the 1920s!

So, the churchwardens' delights in 2023? First, Mike Bunclark's ordination at Michaelmas. We were all delighted when we heard that he had been accepted on the Auxiliary Path to Ordination, and followed his progress through the various discernment panels anxiously, until we rejoiced to call him the Reverend Mike. Roll on his priesting at Petertide! Then we enjoyed meeting Gilly Maxim on her placement with us as part of her ordination training. In July our full time Curate Richard Wood arrived and we immediately felt at home with him. He is approachable, knowledgeable and full of ideas. We are blest.

We are still a friendly and sociable church with parties galore - from the Shrove Tuesday Pancake Party, the Lent Lunch, the Community Care Parties, the splendid Coronation 'Street' Party, the Mothers Union Strawberry Tea, the Picnic at the Countryside Centre, the Barn Dance and the Harvest Lunch. Thank you to the Social Committee and all the other organisers. The Autumn Fair drew in crowds of well-wishers and raised a good contribution to Church finances. The Choir's 'Come and Sing' Choral Evensong in August drew singers from far and near. More importantly, Mainly Music helps young families to get to know us, and our four local primary schools all visit us frequently to learn and to worship. Tunes and Chips, our junior choir, is working hard and having fun as well as chips, and Forest Church at Whittington flourishes across the team.

David and Shirley Scott stood down from their role as Concert Organisers at the end of the year after many successful years of music and fund-raising for countless charities, some very well known and some we had not heard of, as well as an income for church. David also stood down from his role as Concerts Manager. We thank them both for their hard work and dedication. We are very grateful to Matt Gardner for taking over the organising of Coffee Concerts, with help from Rebecca in the Office. (More detail is in Shirley's Concerts report).

However on the downside there has been a lot to worry about. We were unable to find anyone to take over as Churchwarden from Joy Grimwood when she retired in April. She was a tower of strength. We also need another Deputy to assist Barbara Richards. Bill Simpson has retired from his role as garden supervisor after thirty-seven years although he still has the RHS website at his fingertips. We owe him many thanks. Taking over from an expert is daunting. Who is up for the challenge?

We have found it hard to raise the money to “Widen our Welcome” and finish extending and improving the toilets. The grants we hoped for have not been available, and we have “no share monies.” The foundations and the stone are paid for, and we had hoped to finish the work by the summer. Watch this space and pray.

Another outreach project has proved difficult. After much deliberation and advice from the diocese we advertised for a Children’s and Families Worker to help us across the team and wider. We have the money to pay the right person, but nobody suitable has applied yet. We keep praying.

The underlying problem is an aging and diminished congregation. Numbers on Sundays have dropped by about one third and our income is not keeping up with inflation. We cannot afford to pay all that the diocese ask for the Ministry Share. It hurts our pride to say so, as we need our ministers across the team. We have been running a deficit for a long time and need to get our finances in better order. We shall pay what we can, and more when we can. We hope to. Without the skill of our excellent Treasurer Garth Williams and Christine’s skill in getting Gift Aid it would be a lot worse. The good news is that Cairen and Paul Stedman will take over this difficult job. We have been blest with a superb financial team thanks to Garth and Christine. We have been so fortunate. We thank Paul and Cairen for agreeing to undertake these demanding roles.

We thank God for all the people who have come and joined us in recent years, and wish God Speed to those who have moved away, like Jo and Jim Wheldon who have given many years service to God here. We thank all the many people who help where they can. Beverley Hart keeps the Magazine full of colour and interest, George Bushell keeps the delivery rounds going. Malcolm McMurray keeps us all up to date on Safeguarding regulations as well as looking after the Parish Centre and the electrics. David Hall has his eye on all the maintenance work – none better. John Swindells and Robin Walker keep the music and the choir to a high standard. Naomi Swindells, Rosie Venner and Sophie Kelleher look after Junior Church. Angela Dale puts her hand to almost everything. Nick Harrison the PCC Secretary keeps us informed, as well as keeping the clergy in order as Head (and only) Server. Other people wash altar linen, serve refreshments on Sunday and at all sorts of events, arrange flowers, clean brass, are sidespeople, act as vergers, operate the sound system and so on. It takes many people to run everything properly. We thank our excellent Parish Administrator, Rebecca Caskie for her unfailing patience and efficiency. We send our good wishes to Donna Vickers our cleaner who has been off sick for a long time. Above all we thank God for our clergy, for Mike Bunclark, Richard Wood and especially our Rector Peter Hart for keeping us all praying and learning. We thank God for all our blessings, and with God’s help we will try to do better this year.

Elizabeth Yarker, Churchwarden

The Parochial Church Council of St Martin with St Peter

PCC Decisions and Actions 2023

Mtg Date	Decisions and Actions	Notes
Jan 10 th	<i>Agreed:</i> To thank John Swindells for his hard work over Christmas. <i>Agreed:</i> To increase salaries of employees by 10% in line with the 'Real living wage'. <i>Agreed:</i> To promote Diocese Planned Giving Scheme (by Direct Debit). <i>Agreed:</i> To surcharge winter funerals £50 to cover heating costs.	Health & Sustainability Plan needs more consideration. Sara Hayward will paint the new crib figure. DBS checks to be renewed every three years.
Feb 15 th	<i>Agreed:</i> to consider appointing a Children and Families worker. <i>Agreed:</i> To form a Children and Families Committee.	Oak book-rails from the front of the Nave have been disposed of. Coronation Party May 7th.
Mar 14 th	<i>Agreed:</i> Peace to be shared as before Covid. <i>Agreed:</i> Shared Chalice to be resumed as well as intinction.	Gilly Maxim on placement as ordinand for 3-4 months. Richard Wood to start curacy in July. Mike Bunclark hopes to be ordained at Michaelmas.
April 23 rd APCM	Elected: Churchwardens: Elizabeth Yarker Deputy Warden: Barbara Richards Treasurer: Garth Williams Deputy Treasurer: Bill Simpson Planned Giving Recorder: Christine Williams Safeguarding Officer: Malcolm McMurray Electoral Roll Officer: Julia Glossop Deanery Synod Reps (to 2026): Mike Bunclark, Anthony Glossop, Shirley Scott Elected to PCC: Angela Dale, David Scott	Reports Received: Electoral Roll Report Annual Report of the PCC Safeguarding Report Fabric Goods and Ornaments Deanery Synod Report
May 9 th	<i>Agreed:</i> St Martin's Day to avoid Nov. 11th. <i>Agreed:</i> To purchase 6 chairs with arms for those who need them. Cost expected to be covered by donations. <i>Agreed:</i> To apply for a faculty to move the board recording St Martin's Rectors into the Nave. <i>Agreed:</i> To hold a "Giving for Life" Appeal on Sun June 11th.	Archdeacon's Visitation asked if we are "healthy and sustainable". Concerns: financial state, cost of Parish Share, lack of people aged 30-50.

Mtg Date	Decisions and Actions	Notes
June 13 th	<i>Agreed:</i> To rent the Lower Vestry to Amanda Ballard's choir for rehearsals on Sundays pm at a 20% discount for regular bookings. <i>Agreed:</i> St Martin's Day to be celebrated on June 25th.	Richard Wood's ordination would be on July 2nd. His first Sunday at St Martins' on July 9th. A CollecTin card reader has been bought. A Legacy of £1,000 from Roger Waters Duke has been credited to the Music Fund. The final £15,000 of Margaret Benson's Legacy has been received.
July 11 th	<i>Agreed:</i> To continue to offer communion in two kinds. <i>Agreed:</i> The Diocese to arrange the advertisement for the Children and Families Worker after further clarification from Ronkswood and St Barnabas. Peter to meet Simon Hill to discuss this. St Martin's will pay £50,000 from the Margaret Benson Memorial Fund.	Matt Gardner has agreed to take over the organisation of Coffee Concerts. Joy Grimwood has resigned as Verger for Weddings and Funerals. The Faculty for church improvements has been extended to 2025. The archaeological survey for the toilet extension should be completed in July.
Sept 12 th	<i>Agreed:</i> As Donna Vickers is on Sick Leave she must be paid her Statutory Sick Pay. Her son Harlan Vickers cleans the Parish Centre. Volunteers clean the church.	Bill Simpson retired as Garden organiser after 37 years. Mike Bunclark's ordination is on September 24th.
Oct 10 th	<i>Agreed:</i> To submit revised Health and Sustainability Plan to the Diocese.	Groundwork for the toilet extension has been completed.
Nov 14 th	<i>Agreed:</i> To set up a designated Hardship Fund seeded with £700 from Alms giving (General Fund). <i>Agreed:</i> To try out a responsorial psalm.	

Church Statistics

	2023	2022	2021	2020	2019
Number on the electoral roll (31 December)	115	120	116	123	118 ⁽¹⁾
Average attendance at Sunday services (adults/children)	60/5	62/5	[2]	[2]	92/4
Total attending services on Easter eve/day	125	140	69	[2]	131
Total attending services on Christmas Eve/Day	130	101	164	[2]	272
Total “worshipping community”	96	119	101	165	189
Safeguarding					
Persons registered as working with children	11	9	12	16	9
Persons registered as working with vulnerable adults	11	8	8	16	16
Safeguarding Dashboard Audit compliance	82%	70%	66%	N/A	N/A
Number of weddings/blessings at St. Martin’s	2	6	3	3	7
Number of baptisms	10	9	9	2	15
Number of church funerals/burial of ashes/ crem. funerals	18	6	19	13	20
Planned Giving (including PG gift aid)	£95,308	£98,447	£96,840	£109,376	£110,518
No. of Planned Givers (S.O.’s and envelopes)	70	85	85	92	96
Average giving per planned giver	£1,362	£1,158	£1,139	£1,189	£1,151
Parish Share (to Diocese)	£107,989	£105,914	£105,914	£105,914	£103,837
Total expenditure	£209,378	£223,709	£228,537	£173,784	£179,499
Surplus / (Deficit)	£4,234	(£9,579)	£52,151	(£4,611)	(£3,820)
Current Assets less Liabilities (liquid assets)	£236,804	£232,571	£242,149	£189,998	£195,254
Total funds c/f	£438,742	£417,028	£451,389	£372,775	£369,493

NOTES: [1] New Electoral Roll.

[2] Due to COVID19, Services were held in church on 11 Sundays only in 2020 and much reduced in 2021. Easter and Christmas attendance was much reduced

Safeguarding

The Parochial Church Council and the incumbent have a duty of care to ensure the protection of the vulnerable in their church community. The incumbent and the PCC have implemented The House of Bishops' Safeguarding Policy 'Promoting a Safer Church', and we are compliant with our 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). The PCC agenda includes a standing item for a Safeguarding Report, and the PCC has recently reviewed all of our safeguarding policies, procedures and guidance. It also regularly reviews action plans generated by the Safeguard Dashboard.

Our compliance with all safeguarding requirements is monitored by use of the online Safeguarding Dashboard. The Dashboard generates an Action Plan for the PCC to consider, and identifies specific actions that need to be addressed in order to achieve greater compliance. At the end of 2023, we were 82% compliant (70% in 2022 & 66% in 2021).

During 2023, DBS accreditation was renewed for one person and a second person received accreditation for the first time, but has not yet been formally appointed into a role. Two people withdrew from safeguarding roles. At the end of the year, we had 14 people with appropriate DBS accreditation to carry out "regulated activities", and work with children and adults. Three of the 14 are accredited to work with children, three with adults and eight (including three clergy) with both.

All appointees to roles which include regulated Activities will, in future, be appointed in accordance with the "Safer Recruitment & People Management" process. This goes beyond simply obtaining DBS accreditation because people who have abused or will abuse in positions of trust may not have a criminal record.

The Diocesan Safeguarding Officer (DSA) was consulted about a single incident. There was no harm to any member of the church, but the incident was referred to the police. There were no serious incidents requiring a report to the Charity Commission. There are no current safeguarding agreements in place.

There are currently four activities involving children: Junior Church, Forest Church, Tunes & Chips (all monthly) and Mainly Music (weekly). We also have two activities involving adults: Pastoral Visiting and Community Care lunches.

The Safeguarding Learning and Development Framework sets out the levels of learning required according to the roles and responsibilities of all those engaged with safeguarding or regulated activities. Dependant on their safeguarding role, this may include *Basic Awareness, Foundation, Leadership, Safer Recruitment & People Management, and Domestic Abuse Training*. All those in St Martin's who are involved with regulated activities have received appropriate training, and ten of them are due to renew their Foundation Training during 2024. Also, some PCC members and church officers need to undertake training/further training.

It is now over eight years since I became involved with safeguarding matters, and I have now decided it is time to stand down. During that time, safeguarding systems have evolved from being paper based, with face to face training, to an almost entirely online activity. My thanks to all who have engaged with the changing safeguarding processes over that time, and especially to those who fulfil safeguarding roles in the church – we cannot function without you!

Malcolm McMurray, Parish Safeguarding Officer

Church Fabric, Goods and Ornaments

I am pleased to report that there are no major concerns about the fabric of St Martin's Church, although as usual there have been minor repairs and small improvements to be done. An electrical inspection revealed one or two changes needed to keep up with latest requirements, and various minor plumbing jobs were necessary.

The oak rails from the front of the Nave are no longer used and were disposed of to remove clutter. The new Storage Area displaced two Stations of the Cross, so all of them had to be moved slightly to fit them into the main body of the Nave and the Lady Chapel. The new crib figure of baby Jesus was painted for us by Sara Hayward, in good time for Christmas.

Progress on the improved toilets has proceeded cautiously, as fund-raising has proved more difficult than expected. However before we could start an archaeological survey had to be done which showed clearly that there was nothing of significance on the site before the church was built, as we expected. We were then able to prepare the foundations and the drainage for the new toilets. The work has been covered to protect it until we can afford to continue with the main alterations. The necessary stone has been bought from a quarry in Cumbria. It arrived in February 2024 and is an excellent match.

We thank David Hall for his great skill at finding the right contractors and the right materials at an affordable price at the right time. Malcolm McMurray has dealt efficiently with the electricians. Anthony Glossop has kept the whole Fabric under constant review. We owe them all a great debt.

Elizabeth Yarker, Church Warden

Wednesday Bible Studies

We continue to meet on a Wednesday morning at 11.00am in the Undercroft to study the passages set for the forthcoming Sunday – Old Testament, Epistle and Gospel. These studies are challenging, wide-ranging and a very good preparation for our worship together on Sunday morning. Everyone is very welcome to attend – we have plenty of room!

Fr Peter, Rector

Prayers for Peace and Justice

At 4 o'clock every Saturday afternoon, a small number of people meet on our screens, via the wonders of Zoom, hosted by Joan Hazzard from her sitting room. We see each other, say 'hi' and one of us leads our thoughts and offers up one or two subjects to commend to God's love, care and attention. We don't pray for ourselves, nor our own team of Churches, not for those on the ill or troubled list. There are countless Christians in many many countries doing the same as us, and often in small groups too, underneath trees for shade, in straw huts, and some in refugee camps, all believing in the power of prayer. We would love some others to join us.

God made the world, it was wonderful till we stepped in. Now, as we know, there is so much trouble, change, and need for peace and justice. When we pray, we collaborate with God, and know that the suffering, and broken, starving and persecuted, feel it, and many are encouraged and comforted. Change and transformation does happen. The media never tells us this.

Ruth Kirwan

Compline

Compline is on Zoom, Monday to Friday at 8.30 pm, hosted by Mike and Anne Bunclark. Compline means 'completion'. It's a very short service, about 20 minutes, one of quiet and reflection before night time rest at the end of the day. It's peaceful, and the prayers and short intercessions are a brief reminder of other's needs.

Ruth Kirwan

Forest Church

Robin & Carol Parry are no longer available to the Worcester South East Team Forest Church, with Robin's move from Curacy to Worcester Cathedral as an Associate Priest, responsible for eco-spirituality and the Cathedral's environmental mission.

Forest Church in 2023 continued in the church yard of Whittington St Philip with St James, following the success of the previous year and the competence built around the site, including risk awareness. For the first half of the year, the team was led by Robin and Carol Parry with Chris Stand. Worcester South East Team Curate Richard Wood joined the team from September 2023 with the need for a transitional team, owing to Robin's move. Sophie Kelleher began to attend at the same time and joined the team in late 2023 to aid this transition.

Numbers fluctuated throughout the year but generally ranged from 10 – 25 people (including adult parents and helpers). Hospitality was provided through refreshments served from the Elizabeth Room by a small number of volunteers, including Marion May.

The format of the services followed the same tried and tested formula of light liturgical worship and activities designed to be age appropriate for the known community of 3-11 year olds, centred around God's creation and human stewardship. The worship structured worship, prayers, readings and a short message around the activity section. The activities aimed to develop one of several objectives, including:

- Awareness of natural surroundings and the changing seasons.
- Fascination with life and it's abundance; wonder at creation.
- Noticing variety, colour, number and form in natural objects.
- Utilising natural objects (from leaves for art to fruit paints and much else).
- Expression of gratitude and beauty through art.

Notably, December's service repeated the special Advent service of the previous year, at dusk around the Cathedral grounds with a singing Angel (Sarah). Lights, candles, a fire-pit and hot chocolate made this a memorable event. It was good to end Robin and Carol's pioneering period on such a high note.

2024 planning was conducted with a handover session from Robin and Carol to Chris, Sophie and Richard for a restart in February 2024.

Richard Wood, Assistant Curate

Community Care Committee

Popins continues to flourish, we often have 22 people, and new friendships are being made. All are welcome at 10am on a Thursday morning. We held our Lunch Party in February once again, and in September we hosted an Afternoon Tea; sandwiches, cakes, scones and jellies. There is so much joy at these events, with people meeting up with old friends face-to-face; personal meetings are so special. Our Harvest gifts were distributed to Maggs, St. Paul's, the Food bank, and one small hostel. In December we delivered 32 Poinsettias to people who had been bereaved, as well as to elderly and housebound parishioners. These plants are much appreciated by the recipients, who are heartened to know that someone is thinking about them on their first Christmas after bereavement. We continue to visit people who are sick, deliver flowers and bring people to church each week.

Isobel Maher, Community Care Chair

Social Committee

The Social Committee started the year with the Pancake Party on 21st February in the Parish Centre. Judging by the noise level a great time was had by one and all. Delicious pancakes with a variety of fillings and games involving balloons, pancakes and some old favourites like pass the parcel.

On May 7th 100 friends and family of St. Martin's church gathered together to celebrate the Coronation of King Charles III. It was a joyous occasion with a sumptuous afternoon tea, quizzes and singing.

The annual Harvest Lunch was held on October 8th and 70 people enjoyed a three course home made meal.

Throughout the year members of the Social Committee have helped to serve refreshments at various concerts.

Alison Fraser, Social Committee Chair

Missionary Committee

The Missionary Committee is dedicated to fund-raising for some of the world's neediest people and to supporting the work of the Church world-wide in the mission to show the love of God to those who need it most. We try to support a range of organisations, international, national and local. We aim to make our donations as efficient as possible by restricting our giving to eight or nine charities which we know well. In 2023 the Lent Appeal for Embrace the Middle East raised £645 to help young people with disabilities to get a better education, and the Advent Appeal helped Church Army work in very deprived areas of the UK and Eire to show them God's love with practical help. Christian Aid Week saw an encouraging total of £2,146, thanks to many willing helpers. The main fundraisers, the Plant Sale in May and the Produce Sale at Harvest made over £1000 of the £1500 we distributed in January 2024.

Open Church brings a small but steady income, and this year we split September's money between Mission and the Ride & Stride Appeal for Worcestershire Historic Churches Trust, thinking of the many local country churches which cannot afford to repair ancient buildings. We enjoyed the exploration and plan to repeat it again.

We were grateful to Embrace The Middle East's church Engagement officer, Rowena Worthington for her visit in September, postponed from the Lent Lunch in March. She told us more about the different projects they support; in Iraq job creation, in Lebanon a safe and comfortable refuge from the squalor of one of the oldest and most crowded refugee camps and in Israel / Palestine a group which brings Israeli and Palestinian women together to become friends. She linked all this to the Gospel for the day "How often should I forgive?"

Thank you for your support.

Elizabeth Yarker, Missionary Committee Chair

Mother's Union

We sold Easter eggs and raised £60. In June we had our strawberry tea which was well attended and we raised £200. This was split between two charities: AFIA (Away From It All for underprivileged children) and a Mothers Union project to support the children of fathers in prison. We highlighted the anti-slavery project again this year by displaying knitted chains in church. For the 16 days of activism we had a theme of "souls of our shoes" for which the children drew shoes which was displayed on our notice board, the main displays being in Worcester Cathedral. Our Christmas lunch was enjoyed by all at the March Hare.

We meet on the first Wednesday of the month except January and August. We have an exciting program for this year and speakers that you know so please come and join us.

Barbara Richards, Deputy Churchwarden

Flower Club

We meet on a Monday each month except January and August. Dates are arranged with our demonstrator when she is available; anyone can come and join us and we had 3 new members in 2023. There is a small group of volunteers who do the flowers in church. If anyone wants to help please let me know. Funds need to be kept up in order to continue flowers in church so contributions are always gratefully received.

Barbara Richards, Deputy Churchwarden

Mainly Music

Mainly Music is our midweek work with young children and whoever is looking after them – parents, grandparents, childminders – all are welcome. We start on the mats at the foot of the chancel steps with about 30 minutes of singing, action songs, bashing musical instruments and waving scarves around, as well as using a big sheet to pretend to be worms. After simple prayer, we get the toys out and play and drink copious amounts of tea and eat cake. Barbara does sterling work, Richard is mastering the songs well and new families come and join us. Quite a few of our children moved on to Nursery back in September, but there are always more ready to attend. If you know someone with a young child who would value getting out on a Wednesday morning, send them along!

Fr Peter. Rector

Music Director's Report

It has been a year that has flown by and at the end of Epiphany, we put back the last piece of the pre-covid musical jigsaw with the return of the final sung elements into the 10am Eucharist Service. We have also trialled the use of responsorial psalms once a month in the morning and positive comments by the congregation have been made in terms of singability. In the summer, we hosted a second Come and Sing Evensong, promoted jointly by the Worcester Festival, the RSCM and Music at St Martins which was attended by around 40 singers. The music, chosen by director Paul Treppe, was that celebrating the anniversaries of William Byrd and Thomas Tomkins.

Tunes and Chips remains popular with between 5 and 8 families. They expanded their contribution to the Crib service massively with the staged production of "A Midwife Crisis" being supported by our Mainly Music families also. A huge thanks to Sophie, Rosie, Angela, Barbara and Naomi who added vital support to this event. The staging (generously provided by Red Hill School) made a marked improvement of both their visibility and audibility and consideration might be given to having similar staging of our own. It was a little disappointing that the new, earlier and more convenient start time of 4pm for our sessions did not attract a great number of new children but those who do attend regularly keep coming and seem to enjoy it greatly. They also sang at the Harvest Festival and at an Altogether Worship service in April. At Harvest, they sang with the adult choir for the first time, and we have new volunteers for baking the chips and stewarding which gives greater potential for growth. At the end of the academic year in July, we hosted an end of term party for Mainly Music families to join us for free chips and fun and some singing and we hope to do this again.

We also continue to resume and strengthen our musical relationships with Red Hill School and finally held an organ workshop morning with two classes of children. This was really successful and a number of the children who played the piano were able to have a go on the church organ and similar such workshops are planned for this year. We also hope to be able to host a local primary schools' singing festival and continue to exhibit art work from Red Hill. We await the appointment of a Team Youth Worker; there is so much good groundwork laid by many Individuals at St Martins for the right person to transform that into a metaphorical BIG BANG!

The church choir membership is stable over the year. We have had a good deal of illness in our ranks and some of it is serious and not only of choir members but also their relatives. Most Sundays we have had a quorum and planning helps to make sure we marry repertoire with the people available and a few workload adjustments have been made so that what we do is sustainable. We have represented St Martins at the RSCM annual service in the cathedral and at Pershore Abbey.

We had a social evening at the start of the New Year in the undercroft. Continued thanks to our associate organist Robin Walker and Matt Gardner. Robin and Matt have and will be playing a little more as John has agreed with The Rector that one Sunday a month will be played by a deputy, with his remuneration adjusted accordingly.

Plans for 2024 will be to develop ways of recruiting to the main church choir and further develop our relationships with the immediate areas' Primary Schools. Also to try and get more punch to our social media presence and build on our core Tunes and Chips membership.

John Swindells, Organist & Director of Music

Concerts

Music at St Martin's had a successful year, with our own monthly series of **Coffee Concerts** and **Tiny Tunes**, and ten ad hoc concerts promoted by outside hirers. *Worcestershire Symphony Orchestra* continued to enjoy rehearsing (and performing) in the church, and we took on a regular booking of Amanda Ballard's women's choir, *Les Filles Sauvages*, to rehearse twice a month in the Lower Vestry. The profit in the Concerts Account, which was passed on to the General Account at the end of the year, was £7,350.

Early in the year we co-opted two more members onto the Concerts Committee, and we met to discuss the future of *Music at St Martin's*. David and I have been running concerts since the beginning of the Millenium, and were keen to put in place a succession plan. In June we announced that, at the end of the year, we wished to pass on the planning and management of **Coffee Concerts** and **Tiny Tunes**, and David would retire from all concert manager duties.

Our **Coffee Concerts** for charity have been running since September 2012 (with a 16-month break during the Covid pandemic) and benefit from a loyal, regular following. Through the generosity of a wide range of musicians who give their services free, and donations from members of the audience, money raised for charity since the start has amounted to £28,500, including £2,479 in 2023. We are delighted that Matt Gardner agreed to take on the organising of the series from the beginning of 2024, and a small number of volunteers offered to help with furniture moving and running the café. We know that our legacy is in very good hands.

Tiny Tunes began in 2016 as a joint venture between Music at St Martin's and the Elgar School of Music. From the beginning of 2020 (just before we had to suspend activities during the pandemic), it had been entirely managed by Music at St Martin's. At the end of 2023 the series was passed back to the Elgar School of Music, who planned to run the series from their own premises.

John Swindells, Matt Gardner and Robin Walker each shadowed David at a number of concerts and we now have a team of experienced concert duty managers to cover the ad hoc concerts between them. I had intended to continue with administration of these for the time being, but for health reasons had to step down at the end of the year for at least six months. Happily, Rebecca Caskie was able and well qualified to take over this role, with help from Matt Gardner.

Shirley Scott, Concerts Committee Chair

Deanery Synod

The Worcester Area Deanery Synod has been established for three years. In 2023 there were three formal meetings of the Deanery Synod and one gathering of members for the Ascension Day Service (18th May) at Hallow.

The first meeting was at the parish church of St Philip and St James in Hallow in March. Area Dean, Revd Diane Cooksey, asked the outgoing Archdeacon, Robert Jones to lead us in worship. Revd Kalantha Brewis the Vicar at Hallow gave an overview of the four churches of the West Worcester Beacon Group of churches, Hallow being the largest, but also including Grimley, Holt, and Lower Broadheath. The (then) Lay Chair, Robert Pearce, gave an update on vacancies – particularly the Saltway Team which is to be provided with an extra 50% diocesan post to make it up to a full-time post, and the position of retired, Revd David Sherwin's position to be filled as a 'House for Duty'. A question from the floor was why we did not 'as a Deanery' discuss the 'Living in Love and Faith'. Revd. Diane Cooksey explained that it had not been a matter for Synods except General Synod although people were encouraged to engage with the Living in Love and Faith (LLF) process. There had been extensive advertising of Diocesan LLF Courses and also as a Deanery we too had provided an online course so that people could discuss the issues. Diane Cooksey spoke about the vision for doubling the number of children and young people attending with the intention to fund 'at least' two children/youth workers per Deanery. Regarding 'New Housing Communities' we were told that money may be available for new building development. Mention was also made of 'Faith at Work'.

Synod Members attended the 1st Session of the 2nd Worcester Area Deanery Synod at Broadwas Village Hall in July. The Area Dean said that our Deanery has 42 church buildings not including the Cathedral; 12 Benefices; 31 Parishes; 14 stipendiary Clergy; 6 stipendiary Curates; an unknown amount of PTO's (as some live within or without the Deanery...); 2 self-supporting Curates; 13 LLM's (and some in training); 27 ALM's (last year!) of differing vocations. Synod Representatives were asked to consider what Joys and Challenges that we thought our individual Parishes represented. Diane explained that following the retirement of Revd David Sherwin 18 months ago, it had been agreed that the Northwest parishes of Clifton, The Shelsleys and Harpley will be transferred to the Kidderminster and Stourport Deanery where they will form part of what will be a 'Rural Mission Area' with three priests sharing a responsibility for them all. It was hoped that the Rev'd Julia Curtis will be licensed to these parishes in the Autumn. Sarah Northall spoke on Mainly Music. Anne Potter spoke about 'Forest Church', Lyndsey Coulthard told us of a 'Sunday Stars'. Money is available (up to £1000 initially) to 'kickstart' a project from the Kingdom People fund. Diane declared Sue Rowlands – Lay Chair; Paul Fulbrook – Secretary; Robert Pearce – Treasurer. Diane appointed Revd's Paul Wilcox and Anne Potter to the Deanery Leadership Team.

The final meeting took place on Tuesday 14th November 2023 at St Helen's, Worcester. Rev'd Dr Rich Johnson described the restoration of St Helen's Church, including a brief history of St Helen, the mother of Emperor Constantine. The meeting was told about the long-term plan for installing a door in the church directly onto the High Street. Sue Rowlands, the Lay Chair, gave a brief introduction to herself and said that she would like to be invited to parishes to come and find out more about them. She introduced the three priorities that should be the focus over the next 3 years of this current synod. They are: Praying for one another, Communicating more effectively, Working more Collaboratively where appropriate. The date of future meetings was given including the intention to hold the November 2024 one on a Saturday morning saving the need to travel on a dark night and to allow for a more innovative discussion platform.

Paul Fulbrook, Deanery Synod Secretary

Donations to Charity

St Martin's aims to donate at least 5% of the church's income to good causes, and the Missionary Committee fundraise through the year. Donations to local, national and international charities are made from these sources and from other income. The following gifts are included in the church accounts.

Worcester Foodbank	£1,275	Christian Aid	£492
USPG	£998	Christians Against Poverty	£400
Church Army	£900	Church Mission Society	£300
Embrace the Middle East	£880	Childrens Society	£300
Maggs Day Centre	£575	Worcester Home for the Deaf	£200
St Pauls Hostel	£575	Mission Aviation Fellowship	£75
Mothers Union	£500	Bible Society	£75
Acorns Childrens Hospice	£500	TOTAL	£8,045

The PCC also created a Hardship Fund in 2023 to support individuals and families in dire need in the parish. £700 to kickstart the Fund was taken from the 5% of church income for donations to charity.

St Martin's sponsors Coffee Concerts featuring local artists who choose a charity to benefit from a collection during the performance. The proceeds are paid directly to the charity and are not included in the church accounts. The table below shows the amounts raised net of gift-aid as this is claimed by the charity concerned.

Brain Charity	£505	St Richards Hospice	£175
Maggs Day Centre	£370	Cancer Research UK	£170
Yeldall Christian Centres	£200	Apollo Music Projects	£166
World Wide Fund for nature	£200	Help Musicians	£148
Sight Concern	£200		
Beat Charity	£180	TOTAL	£2,314

St Martin's also organises collections for many charities (including for Christian Aid Week and the Disasters Emergency Committee) and facilitates charitable donations at funerals and other events which are not included in the church accounts. For example, the Harvest Festival food collection was donated to Worcester Foodbank.

Garth Williams, Treasurer

Treasurer's Report

At first glance the church finances at the end of 2023 are encouraging, especially after the very challenging years of the pandemic. The total funds of the church have grown by over £20,000 during the year. The capital value of the John Carter Endowment Fund has increased by almost £20,000, but the endowment restriction doesn't allow St Martin's to spend any of the capital, although the income from this of over £5,000 is most welcome. Also in 2023 the estate of the late Margaret Benson was wound up and around £25,000 was donated to St Martin's Church as a final instalment, but the bequest comes with restrictions so has been deposited in a restricted memorial fund. Both of these bequests show that if you remember your local church in your will, good use of your generosity can be made in years to come.

The headline figures mask the true picture, however. The income from the unrestricted funds that the PCC uses to pay essential bills, such as energy costs, insurance, maintenance, staff salaries and the Parish/Ministry Share (which supports the parish clergy) was about £20,000 less than expenditure, a trend which has continued from 2022. St Martin's is in the middle of a

project to “Widen or Welcome” which includes the provision of extra storage, and the refurbishment of our existing toilets which don’t meet current standards. We have been successful in obtaining some grants and donations toward these essential improvements, but meeting the total cost has dented the church reserve funds. In 2024 the PCC has to make very difficult decisions about expenditure priorities as clearly the gap between income and expenditure is unsustainable. St Martin’s tries very hard to support the local (and wider) community in many ways, and even if you only visit your local church occasionally, there would be a big gap in the parish life if it wasn’t there anymore!

Everyone can help to plug the gap and continue to support the church’s mission by thinking about joining one of the church financial support schemes. For example, St Martin’s has joined the *Church of England Parish Giving Scheme* which enables our supporters to give regularly by Direct Debit. Further information and application forms are available from the church treasurer or the planned giving co-ordinator, or from the PGS website (www.parishgiving.org.uk).

Finally, after over 16 years of being treasurer, and a similar length of time for my wife Christine being in post as planned giving co-ordinator, we have decided that it’s about time for younger fresher brains to take up the challenge, so we will be stepping down at the annual meeting in April. Many thanks to all who have helped us during this time, particularly the PCC and the Finance and Management Committee.

Garth Williams, Treasurer

The Parochial Church Council of St Martin with St Peter

Financial Review

Statement of the PCC members responsibilities regarding financial matters

The PCC members are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the PCC members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC incoming resources and application of resources for that period. In preparing these financial statements, the PCC members are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP 2019
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC members are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the PCC and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the Church Accounting Regulations 2006. They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the PCC on 13/3/2024 and signed on their behalf by

A handwritten signature in black ink, appearing to be 'Paul East', written over a horizontal line.

Independent Examiner's Report to the Trustees of The Parish of St Martin with St Peter, Worcester

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023 which are set out on pages 21 to 29.

Responsibilities and basis of report

As the charity'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 charity'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.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act;
or
2. the accounts do not accord with those records ; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.

Signed:

Sally Bishop FCA
Bishops Accountancy Ltd
Chartered Accountants
Unit 3 Elgar Business Centre
Moseley Road
Hallow
Worcester
WR2 6NJ

Date: 28/03/2024

The Parochial Church Council of St Martin with St Peter

Balance sheet (Separate funds) As at: 31 December 2023

	Note	General Fund	Designated Funds	Restricted Funds	Endowment Funds	At 31/12/2023 £	At 31/12/2022 £
Fixed assets							
Investments	4(b)	703	—	—	201,234	201,937	184,458
Fixed assets		703	—	—	201,234	201,937	184,458
Current assets							
Debtors	5	3,556	323	433	—	4,312	5,265
Cash at bank and in hand		9,377	113,417	114,871	—	237,665	237,034
Current assets		12,932	113,741	115,304	—	241,977	242,299
Liabilities							
Creditors: Amounts falling due in one year	6	3,636	583	953	—	5,172	9,728
Net current assets less current liabilities		9,297	113,157	114,351	—	236,804	232,571
Total assets less current liabilities		10,000	113,157	114,351	201,234	438,742	417,028
Total net assets less liabilities	10	10,000	113,157	114,351	201,234	438,742	417,028
Represented by							
Unrestricted							
Unrestricted - General fund	2(b)	10,000	—	—	—	10,000	10,000
Designated							
Designated - Concerts Fund	2(c)	—	1,500	—	—	1,500	1,500
Designated - Hardship Fund	2(d)	—	700	—	—	700	—
Designated - Parish Centre Fund	2(e)	—	2,000	—	—	2,000	2,000
Designated - Reserve Fund	2(b)	—	108,957	—	—	108,957	128,791
Restricted							
Restricted - Biliki Fund	3	—	—	286	—	286	182
Restricted - Community Care Fund		—	—	725	—	725	536
Restricted - Flower Fund		—	—	57	—	57	10
Restricted - Margaret Benson Memorial Fund	2(g)	—	—	89,225	—	89,225	70,740
Restricted - Missionary Appeals Fund		—	—	1,608	—	1,608	1,564
Restricted - Organ and Church Music Fund		—	—	4,724	—	4,724	5,613
Restricted - Projects Fund	2(h)	—	—	10,881	—	10,881	5,426
Restricted - Youth Fund		—	—	6,844	—	6,844	6,874
Endowment							
Endowment - John Frederick Carter Bequest	2(f)	—	—	—	201,234	201,234	183,791
Funds of the church		10,000	113,157	114,351	201,234	438,742	417,028

There may be minor discrepancies in the totals as the pence are not being shown

Approved by the Trustees on 13/03/2024 and signed on their behalf by Revd Peter Hart (Rector)

The Parochial Church Council of St Martin with St Peter
Statement of Financial Activities
For the period from 01 January 2023 to 31 December 2023

	Note	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:							
Donations and legacies	8(b)	103,380	—	33,694	—	137,074	142,556
Income from charitable activities	8(c)	9,740	27,953	1,617	—	39,309	39,602
Investments	8(d)	11,279	4,001	2,516	—	17,795	14,082
Other income		16,171	2,780	483	—	19,434	17,891
Total Income		140,570	34,733	38,309	—	213,612	214,130
Expenditure on:							
Raising funds	8(e)	—	200	—	—	200	318
Expenditure on charitable activities	8(f)	172,939	21,335	14,904	—	209,178	223,391
Total expenditure		172,939	21,535	14,904	—	209,378	223,709
Gains / losses on investment assets	4(b)	37	—	—	17,443	17,480	(24,782)
Net income / (expenditure) resources before transfer		(32,332)	13,198	23,405	17,443	21,714	(34,361)
Transfers							
Gross transfers between funds - in	8(g)	36,716	4,642	10,000	—	51,358	62,990
Gross transfers between funds - out		(4,384)	(36,974)	(10,000)	—	(51,358)	(62,990)
Other recognised gains / losses							
Net movement in funds		—	(19,134)	23,405	17,443	21,714	(34,361)
Reconciliation of funds							
Total funds brought forward	9	10,000	132,291	90,946	183,791	417,028	451,389
Total funds carried forward	10	10,000	113,157	114,351	201,234	438,742	417,028

There may be minor discrepancies in the totals as the pence are not being shown

The Parochial Church Council of St Martin with St Peter

Summary of income and expenditure From January 1st 2023 to December 31st 2023

	2023 (£)			2022 (£)		
	Income	Expenditure	Difference	Income	Expenditure	Difference
Planned giving	77,440			79,136		
Plate collections	4,076			4,272		
Gift Aid received	18,874			20,271		
Legacies	25,969			30,002		
Donations	2,855			778		
Coronavirus Grants	0			1,000		
Bank/Building Society interest	6,954			2,240		
John Carter Bequest	5,501			5,470		
Parish Share		107,989			105,914	
Alms from St Martin's		5,298			6,600	
Church & P.Centre Insurance		7,035			7,492	
Church maintenance & repairs		5,894			4,006	
Church cleaning		2,216			1,985	
Parish Centre cleaning		9,012			6,473	
Sub-total	141,669	137,444	4,225	143,169	132,470	10,699
Church utility bills	8,280	11,842	(3,562)	7,370	8,332	(963)
Parish Centre utility bills	2,780	6,838	(4,059)	793	4,681	(3,888)
All other Parish Centre	19,502	3,319	16,183	17,867	12,450	5,417
All other salaries	2,000	21,989	(19,989)	2,000	21,928	(19,928)
Missionary Fund	2,792	2,747	45	2,440	2,890	(450)
Biliki Fund	286	182	104	182	0	182
Projects Fund	2,630	7,608	(4,978)	1,830	21,275	(19,445)
Young People	852	882	(30)	3,269	1,053	2,216
Organ and Church Music	1,102	1,990	(888)	913	3,608	(2,695)
Garages	5,341	0	5,341	6,372	50	6,322
Concerts	8,139	1,101	7,038	9,425	2,661	6,763
Mag printing cost (actual)	0	1,604	(1,604)	0	527	(527)
Magazine Income/expenditure	4,115	0	4,115	3,611	48	3,563
Other income and expenditure	14,124	11,832	2,292	14,891	11,736	3,155
Total	213,612	209,378	4,234	214,130	223,709	(9,579)

There may be minor discrepancies in the figures above as the pence are not being shown

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2023 to December 31st 2023

1 Summary of significant accounting policies

(a) General information and basis of preparation

The charity (St Martin with St Peter PCC) constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Charities Act 2022 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

Unrestricted general funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Unrestricted designated funds are used by the trustees for particular projects and purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. These funds cannot be used by the trustees for any other purposes unless determined by the Courts or the Charity Commissioners. The aim and use of each restricted fund is set out in note 3 in the financial statements. Specific fund policies are detailed in note 2.

Endowment funds are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Details of the single St Martin's endowment fund is shown in note 2(h).

(c) Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2023 to December 31st 2023

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met, or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity when it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Dividends and interest are accounted for when receivable.

Gift Aid received from donations is recognised during the financial year in which the donation is received.

Rental income from the letting of church premises, income from church magazine adverts and any other income is recognised when received.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as an expense against the activity for which the expenditure arose.

Costs of raising funds comprise those costs directly attributable to fund raising events.

(e) Tangible fixed assets

Expenditure on equipment used within the church is depreciated on a straight line basis over 4 years. Individual items of equipment costing £1,500 or less are written off when the asset is acquired.

(f) Fixed asset investments

Investments are quoted on a recognised stock exchange and the value that derives from them is valued at market value at the year end.

g) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(h) Pensions

Contributions to defined contribution plans are expended in the period to which they relate.

(i) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2023 to December 31st 2023

2 Specific fund policies

(a) Free Reserves

The PCC will try to maintain a balance on Free Reserves equivalent to at least six months Unrestricted Funds expenditure. This is held to smooth out fluctuations in cash flow and to meet emergencies. If the reserves fall below this level, the PCC will plan to reduce expenditure and increase income so that this balance can be achieved. Free Reserves comprise the General Fund and the Designated Funds. Refer to note 11 for a compliance check.

This policy will be reviewed and revised in 2024 following ongoing research into current practice.

(b) General Fund

This must be maintained at a higher level than the total of the other unrestricted funds (except the Reserve Fund). If needed, the Treasurer can transfer money from the Reserve Fund to the General Fund. A balance of £10,000 in this fund is maintained at year-end by transfer to or from the Reserve Fund.

(c) Concerts Fund

This generates profits received from church musical events. A balance of £1,500 in this fund is maintained at year-end, with the surplus being transferred to the General Fund.

(d) Hardship Fund

The Hardship Fund was created in November 2023 to support individuals and families in dire need in the parish. It is administered by the Rector and Churchwardens and was initiated by a transfer of £700 from the church General Fund (Allocation of Alms). The Hardship Fund can be closed down in the future by the Rector and Churchwardens with reference to the PCC, with any residue to be transferred to the General Fund (Allocation of Alms).

(e) Parish Centre Fund

This fund is used to financially manage the Parish Centre and any profit is used for the church general purposes as decided by the PCC. A balance of £2,000 in the Parish Centre Fund is maintained at year end by transfer to or from the General Fund.

(f) Endowment Fund - John Frederick Carter Bequest

St Martin's Church received a bequest of £99,500 in 2008 from the estate of John Frederick Carter. The capital is invested in the CBF Church of England Investment Fund administered by CCLA. The church receives the dividend from the investment but was originally not allowed to spend the capital. The Charities Act (2022) changed some aspects of charity law, including the possibility of spending the capital in some circumstances. This is currently being researched.

(g) Margaret Benson Memorial Fund

St Martin's Church received a substantial legacy in 2021-3 from the estate of the late Margaret Benson. The legacy was donated to the Vicar and Churchwardens of St Martin's Church "for such religious purposes in the said Parish as the said Vicar and Churchwardens shall in their absolute discretion think fit". Accordingly the legacy was deposited in the restricted Margaret Benson Memorial Fund.

(h) Projects Fund

This was set up by the PCC in January 2021 to financially manage major church projects. The PCC reserves the right to close the Projects Fund and transfer any money to the General Fund.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2023 to December 31st 2023

3 St Martin's Restricted Funds

These funds contain donations for particular purposes specified by the donor. By law these funds cannot be used by the PCC for any other purpose. The groups managing these funds have to give notice to the PCC for any substantial expenditure, and the PCC has the authority to veto such expenditure if it was to cause financial hardship to St Martin's Church.

- **Biliki Fund** – to support charitable activity in Biliki, Georgia. Donations to this fund are from specific appeals, and the donations are distributed by the Missionary Committee.
- **Community Care Fund** – to support charitable activity in the parish. This is administered by the Community Care Committee. Fundraising is mainly from donations at the weekly Pop-ins café in St Martin's Church lower vestry.
- **Flower Fund** – to fund the cost of flowers in St Martin's Church. Supported by donations and administered by the church Flower group.
- **Margaret Benson Memorial Fund** – a bequest from a late member of St Martin's Church to support religious activities in the parish, at the discretion of the Rector and Churchwardens.
- **Missionary Appeals Fund** – to support local, national and international charities. Donations through regular appeals, coffee mornings, plant sales etc, and administered by the Missionary Committee.
- **Projects Fund** – to financially manage current and future planned projects. The Fund is administered by the PCC.
- **Organ and Church Music Fund** – for the maintenance of the St Martin's pipe organ, together with funding for replacement of printed church music and support for the church choir. The Fund is administered by the church Director of Music.
- **Youth Fund** – to support young people's activities in church and in the community. Fundraising by specific appeals and events.

4 Fixed Assets (Capital value)

- (a) **Church Furniture, Office Fittings and Equipment, etc.**
Assets have been written off in the year of purchase or depreciated to Nil.
- (b) **Investment assets**
 - (i) **CBF Church of England Short Duration Bond Fund – 486 shares**
The income from this is paid into the General Fund. No shares were added or sold during the year. During 2023 the name was changed from *The CBF Church of England Fixed Interest Securities Fund*.
 - (ii) **CBF Church of England Investment Fund – 8,902.07 shares**
The income is paid into the General Fund and can be used for any ecclesiastical purpose but the capital (received from a 2008 bequest) cannot be spent. No shares were added or sold during the year.

Note: The following tables show specific financial data, but there may be minor discrepancies in the figures as the pence are not being shown.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2023 to December 31st 2023

Fixed Asset	Valuation 31/12/23	Change in value in 2023	Valuation 31/12/22
CBF Short Duration Bond Fund	£703	£37	£666
CBF Investment Fund (capital)	£201,234	£17,443	£183,791
Total	£201,937	£17,480	£184,457

5 Debtors	2023	2022
Gift Aid rebate	£1,309	£2,323
Listed Places of Worship VAT re-claim	£1,286	£0
Other debtors	£1,717	£2,942
Total	£4,312	£5,265

6 Liabilities: Amounts falling due within one year	2023	2022
Creditors for goods and services (no long term creditors)	£5,172	£9,728

7 Staff Costs	2023	2022
Mrs Rebecca Caskie (Team Administrator) - gross		
St Martin's PCC contribution :	£12,777	£11,214
Worcester South East Team contribution:	£2,000	£2,000
Mrs Donna Vickers (cleaner) – gross including sick pay	£6,178	£8,458
John Swindells (Director of Music) - gross	£7,502	£7,568
Organist holiday cover	£420	£325
Gross wages, salaries and benefits in kind	£28,877	£29,565
Employer's national insurance costs	£0	£0
Pension costs	£451	£821
Total staff costs	£29,328	£30,386
No employees received total employee benefits (excluding employer pension costs) of more than £60,000.		

8 Statement of Financial Activities

In this statement:

- (a) *Unrestricted Funds* includes Unrestricted and Designated Funds
- (b) *Donations and Legacies* includes Planned Giving and Gift Aid
- (c) *Income from charitable activities* includes Parish Centre rents, magazine income, fees from weddings and funerals etc.
- (d) *Income from Investments* includes the dividend from the church investment assets (see note 4) and garage rents.
- (e) *Expenditure on raising funds* includes Planned Giving and Concerts expenses
- (f) All other expenditure is classed as *charitable activities*, including Parish Share, insurance, energy costs, salaries etc.
- (g) The *transfers between funds* are predominantly the transfers of income from the Concerts and Parish Centre Funds to the General Fund, and from the transfers of funds between the General Fund and the Reserve Fund.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2023 to December 31st 2023

9 Fund Reconciliation

FUNDS	At 1.1.2023 £	Transfers £	Income £	Outgoings £	Gains/ (Losses) £	At 31.12.2023 £
Unrestricted	142,291	0	175,303	194,474	37	123,157
Restricted	90,946	0	38,309	14,904	0	114,351
Endowment	183,791	0	0	0	17,443	201,234
Totals	417,028	0	213,612	209,378	17,480	438,742
FUNDS	At 1.1.2022 £	Transfers £	Income £	Outgoings £	Gains/ (Losses) £	At 31.12.2022 £
Unrestricted	161,983	51	173,802	193,441	(103)	142,291
Restricted	80,936	(51)	40,329	30,268	0	90,946
Endowment	208,470	0	0	0	(24,678)	183,791
Totals	451,389	0	214,130	223,709	(24,782)	417,028

10 Analysis of net assets by fund

2023	Unrestricted Funds (£)	Restricted Funds (£)	Endowment Funds (£)	Total (£)
Fixed assets	703	0	201,234	201,937
Current assets	126,673	115,304	0	241,977
Current liabilities	(4,219)	(953)	0	(5,172)
Net total assets	123,157	114,351	201,234	438,742
2022	Unrestricted Funds (£)	Restricted Funds (£)	Endowment Funds (£)	Total (£)
Fixed assets	666	0	183,791	184,457
Current assets	148,535	93,764	0	242,299
Current liabilities	(6,910)	(2,819)	0	(9,729)
Net total assets	142,291	90,946	183,791	417,028

11 Check for compliance to Reserves Policy

Year-end Unrestricted Funds total (£123,157) less 6 months expenditure (£97,237) = £25,920. Therefore Free Reserves are £25,920 and St Martins Church conforms to the PCC Reserves Policy (see note 2a).

12 Independent examiner's remuneration

The independent examiner's remuneration for the 2023 accounts amounts to an independent examination fee of approximately £500. (2022: £480)

13 Related party transaction

In 2023 St Martin's received donations of £39,963 (2022:£41,953) from PCC members.

14 Trustees' and key management personnel remuneration and expenses

St Martin's considers its key management personnel are the members of the PCC. PCC members neither received nor waived any remuneration during 2023 (2022: £nil). The members of the PCC did not have any expenses reimbursed during 2023 (2022: £nil).

Accounts

THE PARISH OF ST MARTIN WITH ST PETER

In the Worcester Deanery of the Diocese of Worcester

Worcester South East Team Ministry

**ANNUAL REPORT
&
FINANCIAL STATEMENTS**

of the

PAROCHIAL CHURCH COUNCIL

For the year ended 31st December 2022

Incumbent:	Revd Peter Hart The Rectory 6 St Catherine's Hill Worcester WR5 2EA
Bank:	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
Independent Examiner:	Sally Bishop FCA Bishop's Accountancy Ltd Chartered Accountants Unit 3 Elgar Business Centre Moseley Road, Hallow Worcester WR2 6NJ

Registered Charity No: 1128519
Parish National Church Code:420642141

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The Parochial Church Council of St Martin with St Peter

Annual Report for the year ending December 31st 2022

The PCC presents its annual report and the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Reference and Administration details

The Parochial Church Council of the Ecclesiastical Parish of St Martin with St Peter, Worcester (also known as St Martin with St Peter PCC, Worcester), St Martins Church, Parish Office, London Road, Worcester, WR5 2ED is registered with the Charity Commissioners (number 1128519).

Current PCC members (until 2023 Annual Parochial Church Meeting)

Ex officio:

Rector:	Chair	Revd Peter Hart	
Other Clergy:	Assistant Curate	Revd Dr Robin Parry	
Licensed Reader:	<i>(Appointed by APCM)</i>	Mike Bunclark	
Churchwardens:	<i>(Elected annually by AVM)</i>	Elizabeth Yarker	Joy Grimwood
Deputy Churchwardens:	<i>(Elected annually by AVM)</i>	Barbara Richards	Vacancy
Representatives on the Deanery Synod:	<i>(Elected by APCM for 3yrs to 31st May 2023)</i>	Michael Bunclark	
		Anthony Glossop	
		Shirley Scott	

Representatives of the laity

<i>(Four elected by APCM each year, for 3 years)</i>	<i>To 2023 APCM:</i>	Bill Simpson	David Scott
	<i>To 2024 APCM:</i>	Christine Williams *	
	<i>To 2025 APCM:</i>	Alison Fraser *	David Hall
		Garth Williams	
		Alf Ienzi	Robin Walker

Maximum voting members: 23, actual: 17 A quorum is one third of voting members

PCC Officers:

<i>(Elected annually By PCC)</i>	Lay Vice Chair	Elizabeth Yarker
	Secretary	Nick Harrison
	Hon. Treasurer	Garth Williams
	Hon. Deputy Treasurer	Bill Simpson
	Independent Examiner	Sally Bishop
	Planned Giving Recorder	Christine Williams
<i>(Appointed by APCM)</i>	Safeguarding Officer	Malcolm McMurray
	Electoral Roll Officer	Julia Glossop *

AVM:- Annual Vestry Meeting.

The Lay Vice Chair must be a PCC member. Appointments continue until changed by the APCM.

Deputy Churchwardens and PCC Officers are NOT PCC members unless otherwise elected or co-opted.

**Trustees to whom responsibility has been delegated for the reporting of serious safeguarding and other incidents to the Charity Commission.*

Structure, Governance and Management

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure in providing facilities for worship and religious observance for the people of Worcester and environs.

The method of appointment of PCC members is 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.

Objectives and Activities for the Public Benefit

The object of the charity is promoting in the ecclesiastical parish the whole mission of the church. The PCC confirms that in planning the activities for the year, they kept in mind the Charity Commission's guidance on public benefit at their trustee meetings.

The PCC carries out its activities via a number of committees and working parties, using a mixture of PCC members and co-opted members. It has a Standing Committee to undertake any urgent PCC business between PCC meetings, and to prepare agendas for the PCC meetings.

Other committees are:

- Community Care (Chair: Isobel Maher)
- Concerts (Chair: Shirley Scott)
- Finance & Management (Chair: Anthony Glossop)
- Magazine & Publicity (Chair: Jim Wheldon)
- Missionary (Chair: Elizabeth Yarker)
- Social (Chair: Alison Fraser)

Rector's Report

It is good to report on a full year of parish life which was not restricted by COVID limitations. We have been able to worship in the way that we want to, we have been able to gather for small groups and larger community events, and we have been able to lift our eyes beyond ourselves to the wider parish and its needs and desires.

We have settled into a pattern of worship on a Sunday morning that welcomes all. The 8 am congregation has re-emerged, Forest Church now meets on a Sunday afternoon at Whittington churchyard, so there is something for families every Sunday of the month: Junior Church meets on the 2nd & 3rd Sundays and the 4th Sunday is All Together Worship, involving everyone in music-making (the noisy song at the end) and an interactive sermon. Choral Evensong is now fixed on the 2nd Sunday of the month, and our Thursday morning Eucharist congregation is steadily growing, flowing downstairs into Popins, which is thriving too. The Mothers' Union, the Flower Club and other groups have fully returned to the building: only the prayer groups continue to meet online.

Aspects of our ministry to the parish have changed completely since the pandemic. A lot of our work with children is new: there has been a change of head teacher and of foundation governors at Red Hill School, and baptism preparation is now a regular part of our outreach to local families. This has raised questions about how we take our mission forward, whether we have the right resources, both human and practical, to expand this work, and where the obvious gaps are in the congregation. Financially, we have been as exposed to the cost of living crisis as everyone else in the country, and money is tight. How can we drive our mission forward if we are lacking in available volunteers and financial resources?

There is a way to address this. The diocese is running a 5 year project to provide and support children and family workers to parishes, teams and local partnerships, with guaranteed funding, HR support and guidance from the Diocesan children and youth team. We are in the process of developing this across the Worcester South East Team in partnership with St Barnabas and Christchurch Tolladine, to employ a full-time children and families worker to help us reach out to the many families who live within our neighbourhood. The Diocese expects a percentage of the funding to come from the participating parishes, so we will be contributing a percentage of the costs over the 5 years from the Margaret Benson legacy, which was left to the Rector and Church Wardens “for religious purposes”. However, the majority of the funding will come from the Diocese. At the time of writing this, we are still in the preparation stage, but with the Diocese’s help and encouragement, we can move swiftly when the project is ready.

There are other developments on the horizon. In July, Richard Wood will join us as a stipendiary curate. The Diocese has bought a house for Richard and his family on the new estate beneath Perry Wood, so that will immediately put a member of the clergy in the middle of an area of new housing. Richard used to live in the parish when he was younger, and sang in the choir until he went to university. He will bring a great deal of experience and creativity to the parish, and we look forward very much to the family’s arrival.

In addition, Mike Bunclark has been accepted onto a brand new ordination training scheme for experienced lay ministers, with a view to ordination at Michaelmas. The course is delivered by the Diocese, and it is very intensive, so we hope and pray that Mike’s progress towards the goal of ordination is successful. Mike already does a great deal of work within the parish, but ordination will give him a new rôle, which is very exciting.

If that were not enough, St Martin’s and the South East Worcester Team in general has been identified as a good training ground for those preparing for different forms of ministry. We welcomed Pippa here a while ago as part of her Reader training – she is now very active in the ARCH benefice in the Evesham and Pershore Deanery. This summer a candidate on the Queen’s Birmingham ordination course will spend 4 months in the team as part of her training for non-stipendiary ministry – the same course that Robin Parry followed prior to his ordination.

However, mention of Robin Parry leads to the reminder that Robin has moved on from his curacy in the Team. He is now licensed to the Cathedral, to develop a ministry of prayer and eco-spirituality across the Diocese. We wished him well in his new ministry at a grand Choral Evensong in January, but he and Carol will still be running Forest Church for the foreseeable future, so he has not left us entirely.

This year therefore presents itself with both challenges and possibilities. We need to focus on growth, reaching out to everyone within our parish and across the whole Team, demonstrating God’s love in practical ways and offering support to those who need it. We dearly desire more people to worship with us, we would really love to work with more children and we need our presence to more actively known within our neighbourhood. St Martin’s is such a large building that it cannot be missed. Its members need to be equally visible.

I must finish with many thanks to those who work with me and support the life and worship of the parish and Team. My clergy colleagues, Rebecca in the office, the wardens and deputy warden, Dr Beverley Hart for great work on the magazine and everyone who delivers it, Dave Hall and his crew who maintain the building and its surroundings, John who brings such quality music to our worship and the two choirs he leads, the welcomers, those who decorate the church and those who deliver social events and fundraising ventures – I am extremely grateful to you all, and especially to Garth, who has put this Annual Report together – I commend it to you.

Fr Peter

Churchwardens' Report

2022 has been a time of recovery and consolidation after the Covid pandemic. Normal activity has now resumed, though we are perhaps still a little cautious. We have not yet gone back to the friendly handshake at the Peace and we still take communion by intinction rather than from the chalice. Sunday morning numbers at church have remained fairly steady, though below pre-Covid levels.

During the year our Widening Our Welcome (WOW) plans have been actively pursued. Finishing touches have completed the down-stairs improvements. A Faculty was obtained for the upstairs work, and the Storage Area and Lobby were completed. The work has been admired as a neat and attractive addition to the Church, and it has cleared the West end of the church which allows us to provide the Worcestershire Symphony Orchestra convenient storage space. We thank David Hall, our indefatigable Clerk of Works for his enormous effort planning, organising, overseeing and varnishing; all at an affordable cost. It is a pity to lose the Peter and Paul Chapel, but its main use was to make a home for the altar which came from St Paul's Church and was used by Geoffrey Studdert Kennedy, known by his nick-name Woodbine Willie, the First World War army chaplain, preacher and poet, acting also as a memorial to St Peter the Great church in Sidbury which closed in 1972. The only regular use of the Chapel was for Prayers for Peace and Justice held on Saturdays, which continues online.

Widening our Welcome has also involved Holiday Activities with Food (HAF). We thank David and Shirley Scott for organising this response to the Government initiative to provide for children aged 5-12 who are eligible for free school meals in the Easter and Summer holidays. The events ran for four days after Easter, and for three weeks, Tuesdays to Fridays, in August. Activities were organised for the children by outside providers, but members of the Community Care Committee helped with the catering, using our new kitchen facilities. Many of the youngsters who benefited and enjoyed it were Ukrainian children, refugees from the Russian invasion. We thank David and Shirley for all their hard work, and Shirley and the Community Care helpers for the catering.

Church life continues to recover. January saw the start of children's activities downstairs during the Parish Eucharist on the second Sunday each month. They enjoy telling us what they have made and done. In February the Choir appeared resplendent in their new dark red robes as they resumed a full processional start to the service, though processional hymns came a lot later. The Community Care Lunch was held in May, rather than its usual February. Children's activities made steady progress. Lent was heralded by a much-enjoyed Pancake Party with children's games. The Tunes and Chips Choir has grown in confidence. Forest Church encourages cross-team worship for children and their families in Whittington Churchyard. We are very grateful to Rev. Robin and Carol Parry and thankful that they will continue it. Mainly Music provides infants and their mothers with a good introduction to St Martin's. Numbers attending our services have steadied, and we have welcomed and been enriched by both new and returning people. The Wednesday Bible Study is well attended and valued.

The Queen's Platinum Jubilee Tea Party was a splendid occasion. The church was decorated with bunting specially made for the occasion by Angie Dale. In the morning Bishop Martin came to celebrate Eucharist for Pentecost. The Social Committee led by Alison Fraser served a sumptuous tea. Ivor Pond played the piano, and the Choir sang appropriate songs. Unfortunately, both Church wardens and our Deputy missed this party as we were at the Oberammergau Passion Play (delayed from 2020), and had to hold our own Jubilee celebrations the next day. After a Lunch in Seefeld we tried Jo Wheldon's Jubilee Quiz, then toasted the Queen and sang the National Anthem, applauded by the other diners. We all mourned her death in September, and were proud of the two members of our congregation who joined the long queue to the Lying in State.

In August Paul Trepte led a Come and Sing Choral Evensong. In September we welcomed the Mothers Union for their Deanery Festival Eucharist, and the Cathedral Choir to sing a Saturday Choral Evensong. November saw an Autumn Fair to raise much needed funds for Church. It was popular and successful, with a Prize Draw, a soup and rolls lunch, and a variety of stalls. The newly completed Storage space notice boards were colourfully decorated with autumn paintings from Redhill School.

Many people help St Martin's to serve God and our local community. We know we need to do better, but we cannot do all at once. Particular thanks must go to our Treasurer and our Planned Giving Recorder, Garth and Christine Williams, who keep our finances with immaculate care. David Hall's attention to detail, and his ability to find the best craftsmen and contractors are second to none. Malcolm McMurray keeps our Parish Centre in good repair as well as Safeguarding us. The Choir under John Swindells' direction are a constant support and encouragement, with help from Robin Walker our Associate Organist, and we thank Matt Gardiner for his playing. Both Community Care and Social Committees have been very busy, and we thank Isobel Maher and Alison Fraser for their wise leadership and loving care. Naomi Swindells and Rosie Venner have successfully organised Junior Church. David and Shirley Scott do far more than organise concerts and Tiny Tunes and we thank them both for so many things. Susan Boreham has taken on the garden round the Baptistry and kept it colourful. Anthony and Julia Glossop give wise counsel, and much help. Beverley Hart has worked hard at the Parish Magazine and introduced 'Church Mouse' for children.

We wish Robin Parry well in his new role as Associate Priest at the Cathedral, and shall follow his progress with great interest. We shall miss him here. Nick Harrison is PCC Secretary as well as Head and, for the most part, only Server, totally reliable. Mike Bunclark is a tower of strength. We pray for his ordination at Michaelmas. Both Joy, my fellow Warden, and Barbara, Deputy Warden have worked overtime this year, and I am enormously grateful to them both. Peter Hart, our Rector, has energy and vision to widen our welcome and to bring people in. We thank God for him.

Elizabeth Yarker, Church Warden.

The Parochial Church Council of St Martin with St Peter

Decisions and Actions 2022

Mtg Date	Decisions	Actions	Notes
Jan 11 th	AGREED – to replace Parish Office computer with a laptop and to replace the second computer with a new one. AGREED – to have a sound proofed lobby area with automatic door in church toilet area. AGREED – Emily Roe (ministerial student on placement) to act as liturgical deacon and administrate chalice. AGREED – no recommencement of live-streaming of services.	Garth Williams to research cost and funding. Anthony Glossop to submit plans.	St Martin's no longer able to use Roger Waters-Duke as Independent Examiner due to our income exceeding £250,000. Legacies received from Fred Allen and Margaret Benson.
Feb 15 th	AGREED – implement common-sense approach to lifting of Covid restrictions. AGREED – phase 2 refurbishment proposals to be submitted to chancellor. AGREED – new fire alarm system to be fitted in Parish Centre. AGREED – 'Holiday Activities and Food' (HAF) to be provided during Easter week.	Maintain current guidelines and communicate via Weekly Bulletin. Anthony Glossop to action this. Malcolm McMurray to organise this. David & Shirley Scott to take this forward.	
Mar 8 th	AGREED – use of social media for Church activities. AGREED - Alison Fraser to be delegated trustee in regard to reporting serious safeguarding issues to the Charity Commission.	Shirley Scott to be 'named person' to whom submissions/comments for Facebook are accountable.	Sally Bishop is now our Independent Financial Advisor. Christine Williams and Julia Glossop are the other delegated Safeguarding Trustees.
April 24 th APCM	Elected: Churchwardens: Elizabeth Yarker Joy Grimwood Assistant Warden: Barbara Richards Treasurer: Garth Williams Deputy Treasurer: Bill Simpson Planned Giving Recorder: Christine Williams Acting Safeguarding Officer: Malcolm McMurray Electoral Roll Officer: Julia Glossop Elected to PCC: Alfredo Ienzi & Robin Walker		Reports Received: Electoral Roll Report Annual Report of the PCC Safeguarding Report Fabric Goods and Ornaments Audited Financial Statement Deanery Synod Report
May 10 th	AGREED – letter to be sent to Fliss Rothery (London Road Playgroup Manager) in reply to her complaints.	The Rector to sign and send letter.	Liz Frani resigned as Red Hill Primary School Governor. Val Hall to take her place.

Mtg Date	Decisions	Actions	Notes
June 14 th	AGREED – Terracycling bins to be kept in Church. AGREED – to celebrate Patronal Festival in July. AGREED – to circulate Diocesan Questionnaire on Health & Sustainability to the whole congregation. AGREED – Sarah Burgess approved as Governor of Red Hill Primary School. AGREED – Mask wearing in Church will be up to the individual. Altar party will wear masks in communion.	SEYAS (South East Youth Action & Study) to empty bin (Joy Grimwood to liaise with Andy Stand) Questionnaire to be circulated in Church and via Bulletin. The Rector to recommend her to the Diocesan Board of Education. To be communicated via the Bulletin.	Spencer Morris leaving post as headmaster of Red Hill Primary School.
July 12 th	AGREED – St Martin's to host a pop-up café to talk through issues relating to Ukrainian refugees.		Funding for HAF secured. Church level improvements approved by Chancellor. Jolande Simmonds appointed head teacher of Red Hill Primary School.
Sep 14 th	AGREED – Discontinue Sunday Evening Prayer services. AGREED – to regularly review intercession list to prevent it becoming too long. AGREED – review of Almsgiving. AGREED – small group to be set up to look at the problem of rising energy costs. AGREED – to have general fundraising event in November.	Joy, Shirley and Bill will review with Rebecca. Communicate this via magazine. Garth to discuss this with the Rector. Malcolm to meet with David, Garth and Anthony.	Choral Evensong to continue on 2nd Sunday. Mike Bunclark is commencing Auxiliary Pathway towards ordination and will subsequently reduce his day-to-day work in the Church. Richard Wood will become stipendiary Curate next year.
Oct 11 th	AGREED – to trial the Diocesan Planned Giving Scheme. AGREED – almsgiving will continue to be arranged by the Missionary Committee, with guidance from the PCC. AGREED – two Christmas Trees only to be purchased this year.	Garth and Christine to register and trial the scheme. Garth and the Rector to decide on allocation of alms. Dave Hall is actioning this.	Sarah Burgess has withdrawn from Red Hill School governorship.
Nov 8 th	AGREED – to postpone any post-covid changes until after the Flu season.	Use of chalice and sharing of Peace to remain the same.	Quinquennial Report received: Electoral certificate out of date otherwise no issues.

Church Statistics

	2022	2021	2020	2019	2018
Number on the electoral roll (31 December)	120	116	123	118 ⁽¹⁾	155
Average attendance at Sunday services (adults/children)	62/5	[2]	[2]	92/4	102/2
Total attending services on Easter eve/day	140	69	[2]	131	218
Total attending services on Christmas eve/day	101	164	[2]	272	378
Total “worshipping community”	119	101	165	189	161
Safeguarding					
Persons registered as working with children	9	12	16	9	9
Persons registered as working with vulnerable adults	8	8	16	16	22
Safeguarding Dashboard Audit compliance	70%	66%	N/A	N/A	N/A
Number of weddings/blessings at St. Martin’s	6	3	3	7	5
Number of baptisms	9	9	2	15	12
Number of church funerals/burial of ashes/ crem. funerals	6	19	13	20	26
Planned Giving (including gift aid)	£98,447	£96,840	£109,376	£110,518	£101,318
No. of Planned Givers (S.O.’s and envelopes)	85	85	92	96	104
Average giving per giver	£1,158	£1,139	£1,189	£1,151	£974
Parish Share (to Diocese)	£105,914	£105,914	£105,914	£103,837	£110,411
Total expenditure	£223,709	£228,537	£173,784	£179,499	£158,710
Surplus / (Deficit)	(£9,579)	£52,151	(£4,611)	(£3,820)	(£16,847)
Current Assets less Liabilities “liquid assets”	£232,571	£242,149	£189,998	£195,254	£198,411
Total funds c/f	£417,028	£451,389	£372,775	£369,493	£340,894

NOTES: [1] New Electoral Roll.

[2] Due to COVID19, Services were held in church on 11 Sundays only in 2020 and much reduced in 2021. Easter and Christmas attendance was much reduced

Safeguarding

The Parochial Church Council and the incumbent have a duty of care to ensure the protection of the vulnerable in their church community.

The incumbent and the PCC have implemented The House of Bishops' Safeguarding Policy 'Promoting a Safer Church', and we are compliant with our 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).

The PCC agenda includes a standing item for a Safeguarding Report, and it regularly reviews our safeguarding policy and procedures, and also the safeguarding action plans generated by the Safeguard Dashboard.

The PCC has adopted a policy statement on the recruitment of ex-offenders, and acknowledges that all those responsible for working with children, young people and vulnerable adults on behalf of the church, must be recruited in accordance with the House of Bishops' Safer Recruitment and People Management Practice Guidance.

It was not necessary to seek advice from the Diocesan Safeguarding Officer (DSA)/ADSA in 2022, and there were no serious incidents requiring a report to the Charity Commission.

There are no current safeguarding agreements in place.

During 2022, all of our activities that had been curtailed during 2021 returned to their regular schedules.

There are currently five activities involving children: Forest Church and Tiny Tunes (both monthly), Junior Church and Tunes & Chips (monthly for the first part of 2022 and then twice monthly from September) and Mainly Music (weekly). Activities involving adults are: Home Communion, Community Care home visits and Community Care outings and lunches.

We now have four people (as against seven in 2021) with DBS accreditation to work with children, three with adults and five with both. One person received a renewed DBS accreditation in 2022 – for both children and adults. All DBS applications are now processed online.

All 12 have completed the online 'Safeguarding Foundations' training and most PCC members have completed the online 'Safeguarding Awareness' training. However, the new "Safeguarding Learning and Development Framework" requires all those with safeguarding responsibilities to undertake further training and development. Dependant on their safeguarding role, this may include *Leadership, Safer Recruitment & People Management, and Domestic Abuse Training*. Also, PCC members should undertake Basic Awareness, Foundation, and from 2023, Domestic Abuse Training.

Our safeguarding 'performance' is audited using the online Safeguarding Dashboard App. The Dashboard generates an Action Plan for the PCC to consider, and identifies specific issues to be addressed in order to achieve greater compliance. At the end of 2022 we were compliant with 70% of the measures (66% in 2021).

Malcolm McMurray, Parish Safeguarding Officer

Church Fabric, Goods and Ornaments

In September the Quinquennial Inspection of the church fabric by our architect, Nick Joyce, reported that it is in good condition, apart from some minor repairs which have now been done.

A lock has been fitted to the doors moved from the Victoria Avenue entrance to the church to the foot of the stairs. It is unlikely to be often necessary to separate the two areas of the building.

Efforts to improve the Church heating have been successful. The central heating pipes have been cleared of an accumulation of pine needles which were acting as insulation and have been backed by heat-reflecting foil. Some of the radiators have also benefited from the reflecting foil. The improvement has been much appreciated.

The main alteration to the Fabric has been the erection of the Storage Area in the Peter and Paul Chapel in the North Transept. The screens and notice boards from the north-west pillars were moved to form the front. Matching panels and a bookcase were made to complete the store. A lobby was constructed to the toilets to meet Building Regulations for disabled access ready for the planned improvements, uniting the two projects. The original exterior doors were removed, as they were too narrow and heavy for wheelchairs. They have been sold for £400. The remaining space in the North Transept is adequate for the Peter and Paul Altar, now on wheels, and for the grand piano.

A new carving of the infant Jesus has been acquired for the Nativity set to replace the much damaged original.

Elizabeth Yarker, Churchwarden

Junior Church

Junior Church meets in the Lower Vestry during the Sunday morning service, for children and their parents/carers to explore faith together. In 2022 we started to meet more frequently – on the second and third Sunday – and we've enjoyed welcoming children of all ages. We use Bible stories, crafts and games to get everyone involved, and we pray together for each other, the church and the world. Sometimes we link to the lectionary readings but we've also explored other themes like Jesus' 'I am' sayings, and we spent one session baking some bread to share. We've been making plans to create a processional cross and thinking about how to use our new noticeboard to share what we've been doing. The Junior church leaders would welcome occasional or regular helpers who'd like to come and get involved as the group grows.

Rosie Venner and Naomi Swindells, Junior Church leaders

Bible Study Group

Each Wednesday morning at 11am, a small group gathers in the Undercroft to study the Bible readings for the coming Sunday. The texts are put under intense scrutiny, pulled this way and that until we are happy with our understanding of all that the passages contain. There is plenty of room around the table – come and join us!

Fr Peter

Prayer Groups

Our prayer groups have met regularly over the year but the Monday prayer group needed to have a break during October 2022 up to the present time owing to bereavements in two families. However, prayer still continued individually and this kept us all in touch through the Whats App prayer group. The Zoom Compline group often hosted by Mike Bunclark or Ann Bunclark also has a prayer time when we regularly pray for people and, as well as from the Diocesan prayer calendar, from our weekly bulletin list.

Our prayer time on a Saturday for Peace and Justice changed to 4pm for similar reasons to the above and this has been a real time for consolidating the reason for prayer within the group. The belief that God was in control of all Nations and all situations has been a challenge, but finding and reading the scriptures has given all of us a sense of purpose to not only pray for people and places but thank God for the things that have been achieved.

We are an inclusive group and always very pleased to welcome folk join us.

Joan Hazzard

Forest Church 2022

The Shape of the Year

We started 2022 with a special Forest Church event in the beautiful gardens at The River School on the Droitwich Road. The service was built around Psalm 104, exploring the sky, water (around the pond), and plants. Most of the rest of the year we were based in the churchyard of St Philip and St James Parish Church, Whittington. In March we focused on God's faithfulness, shown in the seasons; April was our Easter service; and May was about seeds – how God can use small things for his kingdom. (Our Pentecost service in June, which would have considered the Holy Spirit using the natural images of fire, wind, and water, was cancelled for the Jubilee weekend.) In July we had our second 'special' event of the year. We met at Worcester Countryside Centre and had a walking service around the meadows and the woods, with stops for various activities and prayers. Our focus moved from (i) animals, insects, and birds to (ii) wildflowers, to (iii) grasses, to (iv) woods. After a summer break we were back at Whittington in September with a harvest service. In October we celebrated St Francis, with a special focus on insects (or Sister Cricket, as Francis would have said). In November, with Autumn in full swing, we thought about how seasons change, but God does not. December marked our final special service – Advent. This was a service that took place in the dark, with candlelit pathways around the churchyard and some entrancing singing from our very own Angel Gabriel.

Activities

All our services involve worship, prayer, Scripture, intercession, and such like. But we always link these in with the changing seasons, what is happening in the world around us, and with various activities. This year we have done a range of things, including:

- making bug hotels for the churchyard (you can see them if you visit)
- making seed bombs containing wildflower seeds for the children to throw
- looking for different kinds of insects (and Sarah Davison brought some of her stick insects, slugs, and spiders for us to see)
- raking leaves, making leaf kebabs
- watering the plants
- making flour by grinding barley and wheat, making dough from the flour, making bread with the dough, taking it home to bake
- making Easter gardens
- hunting for signs of spring; and looking for as many shades of green as possible (using colour strips)
- using magnifying glasses to see as many different kinds of seed as possible

The Community

We are a small group of children aged 0–11 and their families. Numbers in 2022 ranged from nine of us to thirty, with most months being between twenty-two and twenty-four people (including Carol and Robin). There is a core of families that come most months and then quite a range of families who come periodically. With the opening of the lovely new Elizabethan Room at Whittington we were able to start having drinks and cake afterwards, which really helped make for a friendly and fun atmosphere.

All in all, 2022 was an encouraging year.

Revd Dr Robin Parry and Carol Parry, Forest Church leaders

Community Care

Popins has grown in popularity over the year, and we now have 12- 15 regulars, some lovely new friends. It can be very noisy! We held our lunch party in May, postponed from our usual February date whilst Covid abated. Our guests were very happy to be back together again. In September we held an Afternoon Tea, which was very enjoyable. The end of September saw us distributing Harvest gifts to local charities, and in December we delivered 30 beautiful poinsettias, courtesy of St. Peter's Garden Centre, to people who had been bereaved during the year, and to housebound parishioners. It has been a joy to be together again.

Isobel Maher, Chair, Community Care Committee

Social Committee

The Social Committee has had a busy year, starting with the Pancake party on Shrove Tuesday, March 1st. There were pancakes, with a variety of fillings, and races and games.

The Platinum Jubilee Party on June 5th. was held in the church and 100 people sat down for a delicious afternoon tea. The church was beautifully decorated, Ivor Pond played the piano, and our choir sang a medley of songs from the seven decades of the Queen's reign. There were fun activities for the children..... all to be repeated for the Coronation party on May 7th 2023!!

Our Annual Harvest Lunch was held in the Parish Centre on September 25th and 70 people sat down for a magnificent three course homemade lunch.

Alison Fraser, Chair, Social Committee

Missionary Committee

We continue to fund-raise throughout the year to enable us to support Mission locally, nationally and world-wide. Our regular commitments include support through USPG for the Diocese of Colombo, Sri Lanka's work among isolated workers in the many tea plantations, and support through Embrace the Middle East for medical outreach in the neediest areas there. Recent Appeals have supported Mission Aviation Fellowship, whose planes fly in the world's most difficult terrains, serving an impressive number of charitable organisations, and Worcester Foodbank, who are feeding more people than ever. Regular events include the popular Plant Sale in May, and the Harvest Produce Sale which fund most of our giving. Christian Aid Week in May involves many church members delivering envelopes, although we now no longer return to collect them. The collection in 2022 raised about half our recent totals, so we hope to do better in 2023.

Elizabeth Yarker, Chair, Missionary Committee

Mainly Music

There has been steady and sustained growth in the number of families regularly attending Mainly Music, which has been encouraging for all who support this ministry to young children and families. The songs are very catchy and the children join in enthusiastically, especially when instruments or bubbles are involved. The favourite song, though, is The Worm, during which the children hide under a sheet and pretend to be worms.

Thanks are due to Barbara for her unstinting commitment to the group, and to all those other faithful supporters who sit and chat with parents and grandparents: Jill Jupe, Ruth Kirwan, Jeannette Haly and Joan Hazzard. You are all very welcome to join us on a Wednesday morning from 9.30am.

Fr Peter

Music Director's Report

This year has seen the full resumption of our musical ministry after disruption caused by Covid and other events. At the Queen's Jubilee lunch the Church and Tunes and Chips choirs entertained those present with songs from most decades of Her Late Majesty's reign. Then, in the summer, we hosted a joint event with The Worcester Festival for a Come and Sing Evensong that was attended by 60 singers, directed by eminent musician Paul Trepte, formerly of Ely and Worcester cathedrals.

Tunes and Chips remains popular with the 8 or so families who come and we now need to think about how we can develop this and aim to grow our numbers. They sang very well at The Crib Service, which brought them to the attention of many visiting families and we had plenty of fliers out for interested people to learn more. The Tunes and Chips choir also sang at the Harvest Festival and more frequent appearances at Altogether Worship are planned. We are looking for some more volunteers to help with Tunes and Chips – speak to John if you think you can offer help.

Music in liturgy continues to evolve rather than go back to pre-covid days. Most services now include one 20th century hymn or song and the new settings of the Eucharist are reasonably known, especially the Altogether Worship settings. This is probably at the expense of the traditional settings, as we have now 5 settings to use over the year (not including the Altogether Worship one) which, with the church seasons, means almost a year will elapse before we re-visit one again. So long memories are needed!

The church choir now number 15 who sing regularly which is growth. They are very hardworking and manage to contribute their talents over the vast majority of the year even though some have less than perfect health, do not live locally and have many other commitments to fulfil. The new robes work well and have enhanced the choir's appearance in worship. The choir have sung for three evensongs in other venues: Ledbury Parish Church, St Wulstan's, Worcester, and the RSCM evensong at the Cathedral. Two social events were organised over the year – an afternoon tea at the Swindells house and a curry evening at the Scotts'. Now that we are not limited in number by regulations, singers who are interested in joining are encouraged to do so - especially tenors and basses.

In the last year, Robin Walker has been made associate organist and regularly plays the organ for the monthly choral evensong allowing John Swindells to conduct the choir. He is also able to play for most of the funerals held in church. It is also good to be able to have Matthew Gardner to help at Altogether Worship services on the organ and piano. He also contributed on his viola at the Advent Carol Service. Thank you to both.

The priorities for the next year are:

- Continue and explore the use of other instruments in worship
- Re-establish links with New College students
- Develop and grow Tunes and Chips especially by further engagement with our primary schools
- Continue to develop our relationship with the RSCM

John Swindells, Organist & Director of Music

Mother's Union

We sold Easter chicks and raised £42. In July we held our strawberry tea and raised £134, sending half to Mother's Union for the "Summer of Hope" appeal, with the remainder going to church funds. In September we hosted the Deanery Festival at church and raised £117, then in October, to mark Anti-Slavery Day the Mother's Union knitted and displayed 1500 links in church. Thanks to everyone for their help with this project. To round the year off we held our Christmas party at the March Hare which everyone enjoyed.

We meet on the 1st Wednesday of the month except January and August. We usually have a speaker each time. Anyone can come and join us as you don't need to belong to Mother's Union. We are continuing the newsletter which was started during the pandemic as members find it useful to know what is going on in the diocese. We have an exciting program for this year which includes selling Easter chicks again and having a strawberry tea in June which everyone is invited to join. You can even join us for our Christmas lunch! The 2023 programme is displayed on the Mother's Union notice board in church.

Barbara Richards, Deputy Warden

Flower club

We meet on a Monday each month except January and August. We watch a demonstration of a different flower arrangement each month that we do the following month. Anyone is welcome to join us as we are all learners and the flower arrangements are not exotic. We have a rota for doing the flowers in church, but currently funds for the church flower arrangements are depleted so hampering our aim to use real flowers.

Barbara Richards, Deputy Warden

Parish & Team Office

2022 has been a year of re-establishing the regular office tasks to support our current offering of services and events, the Team Rector, and the Team Churches, following the disruption of the previous two years. Producing, printing and distributing the St Martin's Weekly Bulletin is the main weekly task (occasionally more complicated than it may at first appear!), as well as providing printing services for all the Team Churches, such as the Church's monthly magazines, pew sheets, service booklets and posters.

Administrative support for all baptisms and weddings across the Team is provided by the Team Administrator. 8 baptisms were held at St Martin's during 2022, including one for the parish of Ronkswood (18 were held at either Whittington or St Mark's). 5 Team baptism preparation sessions were held, attended by 16 families in total. 6 weddings were held at St Martin's in 2022 (and 2 at Whittington), with the new legal registration system becoming more familiar. Only 2 weddings are booked so far at St Martin's for 2023 (and 3 at Whittington). An increasing proportion of couples are choosing to have their wedding order of service produced by the Team Office.

In general, an increasing number of parishioners, and others, make enquiries to the Parish Office via email, rather than phoning, or dropping in in person. This helps to make flexible working more possible. Working from home on a Monday during the winter months has hopefully saved a little on heating bills for the Office. I am grateful to be able to work fairly flexibly from home for some of the school holidays, whilst still being available by email and phone, and hope that there are some benefits both ways.

Rebecca Caskie, Team Administrator

Deanery Synod report

There were three meetings of the Worcester Area Deanery Synod in 2022 with Representative numbers rising from 33 to 39 over the year. Understandably there will always be people who find that their diaries have a clash of commitments, but it is sad when one hears comments from people in parishes that they had not been aware of a recent initiative or change in Diocesan policy direction. The question usually then asked is why that PCC is not disseminating the information to parishioners given to them by their Deanery Synod Representatives? Of course, some churches cannot find anyone interested enough to volunteer to be a Deanery Synod Representative or, if elected, to attend the very few annual meetings.

Our first meeting of the year was at St Wulstan, Cranham Drive on Thursday 28th April. Chosen especially so that there would be well lit streets to park in with a bright and cheerful building to sit in where we could be gathered in a friendly manner around tables, rather than serried rows of uncomfortable pews. Our Area Dean, Revd Diane Cooksey reported on the results of the 'Deanery Enquiry' questionnaire that had circulated. Unfortunately, some Parish representatives had either not consulted their parishioners or had declined to answer but there were 26 replies from a possible 31 Churches. The aim of the survey had been to get a 'Base Line' of what is happening around the deanery as we came out of the pandemic.

This being our first 'in person' meeting for a while we were shown a map of the Deanery so that members could get an idea of the geography. We had: 42 Church Buildings; 31 Parishes; 12 Benefices. There are 14 Stipendiary Clergy; 4 Curates; 12 Readers with 4 in training; 27 A.L.M's but the number of clergy with 'Permission To Officiate' was not mentioned.

A lack of a cohesive Youth Programme was the main criticism and that funding an Outreach initiative would probably be the best way forwards for 'Growing the Kingdom'.

The meeting was handed over to guests, Simon Hill and his colleague Emma who passed out to the meeting identical sets of Lego © which were then used to express concepts that we were being offered on a range of subjects. The aim of this was to encourage people to respond to the question 'What is the deanery for now?' It certainly got people talking and feedback was collected afterwards for the Leadership Team to peruse later.

The 5th Session of the Worcester Area Deanery Synod was held in rural splendour at St John the Baptist, Suckley on Tuesday 5th July. Revd Anne Potter was acting as Area Dean because Revd. Diane Cooksey had departed on sabbatical leave. Again, the meeting was in a comfortable hall and whilst it had required a little navigation to find, in my opinion, Worcestershire in July cannot be bettered. The meeting was opened by the Deanery Lay Chair, Robert Pearce who welcomed us and then asked the acting Area Dean to lead us in a short act of worship. We were shown a video of the local community and school.

We were then treated to an exceptional talk by Geoff Sansome, Head of Agriculture at Natural England who had worked in both Russia and Ukraine for several years, about the history, culture, and current situation in Ukraine. He went on to speak about the refugee and invasion problems caused by Russia and local efforts to help in Worcestershire.

Our 6th Session of the Worcester Area Deanery Synod in November was due to the need for parking and street lighting, held in St Stephen, Barbourne. The Area Dean having returned to harness welcomed us to the meeting and it was gratifying that more Synod representatives felt able to attend. Revd Andy Todd, the Vicar introduced us to the church building where although we were warm and well lit, we had to sit in pews.

Guest speakers, Sian Morgan and Helen Laird gave an input to the meeting about the 'Calling Young Disciples' Scheme. A short introduction and a short video included descriptions of youth work in Kidderminster; Halas; Stourbridge; Leigh; and also Warndon. As we had discovered on the Deanery questionnaire post-covid this was the area that all parishes in our Deanery wanted to develop.

Members were then able to explore the opportunities offered and ask questions about the direction that their parishes could expand in.

On a slightly downbeat note, Revd Andy Todd gave the meeting the current Diocesan budget view on the new Ministry Share system. His message was clear. If you as a Church can meet the financial demand, then OK, if not then there may be repercussions about future levels of paid ministry. Some churches will become uneconomic. Unrepresented churches will lose that discussion opportunity.

Revd. Diane Cooksey spoke more on the 'three priorities' and Developing Diocesan Strategy document that is now available on the Diocesan website. The Kingdom People Vision had not been replaced by this, but the strategy highlights the direction of travel and intentionality in the use of resources to encourage and enable church growth. It was very helpful to have fulsome explanations of this. The continued diocesan vision for all churches to become Healthy and Sustainable reiterated the point that sustainability includes being able to fund the Ministry as well as the Mission.

One of the priorities focussed on connecting with children and young families with the possibility of employing some Children/Youth/Family Workers in a couple of parishes in each deanery. The hope is that across the diocese each major centre of population will have at least one flourishing church with children/youth and families. As always current and up to date information was provided to members to pass on to their PCC's and also to their congregations.

Another priority spoken of was around the developing New Worshipping Communities e.g., walking church; forest church; café church with the emphasis they will involve new people rather than recycling existing congregations. This is something that all parishes are being asked to get involved with and we hope to devote some time in Synod during 2023 to focus on this. Bishop John has made it clear that he intends that there will be training provided to support clergy and laity and we will pass this on as soon as we hear how that develops.

As ever, the ages of Deanery Synod members increases, and I urge you all to consider recruiting younger parishioners to take on the task ahead.

Paul Fulbrook (Worcester Area Deanery Secretary)

Concerts

During the year, audiences gradually increased almost to pre-Pandemic levels, as the thirst for live music overtook the (understandable) reluctance to mix closely with others.

Audience numbers at our monthly **Coffee Concerts** ranged between 35 and 60, many of whom were regulars who attended almost every month. Donations to charity (nominated by the musicians who give their services free) averaged £203 per concert (plus Gift Aid) over the 11 months in the year, which excludes December. (Some donations were sent direct to the charity, not through St Martin's bank account, so these amounts are not included in the **Donations to Charity** on the following page.) We also raised £1,063 – an average of almost £100 each month – on proceeds from the café (coffee, tea and homemade cake), which went into St Martin's funds.

Attendance at **Tiny Tunes** varied quite a lot, with numbers as low as 23 (11 adults with 12 children) on one occasion, and rising to 70 (34 adults with 36 children) in August, when more parents and older siblings were available. With modest fees to the professional musicians, the series is self-financing and over the year there was a surplus of £263 which went into St Martin's funds, more than paying for the heating used in the colder months.

Bookings by outside hirers also returned to something near normal. There were afternoon concerts promoted by Severn Arts, Elgar Festival, and Worcestershire Winds. Avoncroft Folk Dance Group held their first Summer Ball for three years. Evening concerts were given by Worcester Male Voice Choir (a joint promotion which raised around £700 for St Martin's WOW Appeal), Elgar Chorale, and four

concerts were promoted by Worcestershire Symphony Orchestra – who also held their Thursday evening rehearsals on 32 weeks in the year. In addition, WSO arranged for us to host BBC Hereford & Worcester's Celebration of Christmas which was a huge event for the community, with performers, staff, volunteers and audience amounting to nearly 300 people. The recording was broadcast on Christmas Eve and Christmas Day, and St Martin's was given a lot of publicity, as well as a significant facility fee.

When the church's energy rates quadrupled in October, we started to charge outside hirers heating supplements in addition to facility fees, which they all willingly paid. These supplements went directly into the General Account to help to pay the energy bills.

Shirley Scott, Chair, Concerts Committee

Donations to Charity

St Martin's aims to donate at least 5% of the church's income, and the Missionary Committee fundraise through the year. Donations to local, national and international charities are made from these sources and from other income. After the 2020-21 pandemic which affected fundraising efforts, some normal fundraising was resumed in 2022 and the following gifts are included in the church accounts.

USPG	£1,200	Childrens Society	£300
Worcester Foodbank	£1,200	Christian Aid	£250
Maggs Day Centre	£1,135	Embrace the Middle East	£250
Church Army	£950	WaterAid	£200
St Pauls Hostel	£700	Vision Aid Overseas	£200
Acorns Childrens Hospice	£600	Worcester Home for the Deaf	£200
Mothers Union	£600	Just Money Movement	£200
Mission Aviation Fellowship	£505	Diocese of Cyprus & The Gulf	£200
Christians Against Poverty	£400	Bible Society	£100
Church Mission Society	£300	TOTAL	£9,490

St Martin's sponsors Coffee Concerts featuring local artists who choose a charity to benefit from a collection during the performance. The proceeds are paid directly to the charity and are not included in the church accounts. The table below shows the amounts raised net of gift-aid as this is claimed by the charity concerned.

St Richards Hospice	£393	Alzheimers Society	£180
Whittington Elizabethan Room appeal	£275	MacMillan Cancer Support	£170
Grace Kelly Childhood Trust	£230	Music in Hospitals Care	£160
National Youth Orchestra	£215		
UNICEF	£197	TOTAL	£1,820

St Martin's also organises collections for many charities (including for Christian Aid Week and the Disasters Emergency Committee) and facilitates charitable donations at funerals and other events which are not included in the church accounts. For example, the Harvest Festival food collection was donated to Worcester Foodbank.

Garth Williams, Treasurer

Financial Report

After the hiatus in all our lives caused by the Covid pandemic, St Martin's progressed to something like normality in 2022 with a full range of activities, and from a financial point of view, a more regular income and expenditure. By the year end, the planned giving was slightly more than in 2021 despite St Martin's losing several of our supporters. However overall expenditure was some £9,000 more than income by the year-end, and the overall expenditure from our unrestricted funds continues to be considerably more than our income with a deficit of about £19,000. The unrestricted funds pay for the day-to-day running of the church such as salaries, the Parish Share, insurance and energy costs.

The latter causes most concern as the energy bills for the near future are expected to be considerably above the approximately £8,000 per year of the recent past, so we are very grateful for the small number of church members who gave very generous one-off donations in 2022 toward our energy costs. We have had to pass on some of the extra energy costs to regular users who rent the church and Parish Centre, but we have also made the heating more effective by installing reflective material behind the radiators and heating pipes, by closely monitoring the length of time and temperature of the heating cycles, and ensuring that our heating systems continue to be well maintained. St Martin's is part of a large group of churches who use their considerable buying power to negotiate energy contracts at a competitive rate.

St Martin's is also part of the Worcester South East Benefice of four churches who combine their individual Parish Shares into a Ministry Share, paid to the Worcester Diocese to support clergy and mission costs. In 2022 the Benefice paid the Ministry Share in full, aided by the successful application for a Ministry Support Grant which bridged the gap between the expected Ministry Share and the actual Ministry Share that the Benefice could afford to pay.

Planning and preparatory work on Phase 2 of the current church development projects continued through 2022, and the storage area was completed and put into immediate use. Funds were raised through individual donations and by a transfer of funds from the Margaret Benson Memorial Fund, and fundraising for the remaining part of the project will continue in 2023.

Sadly, during 2022 we learned of the sudden and unexpected passing of St Martin's former independent examiner, Roger Waters Duke. Roger had checked the church accounts for many years during the tenure of several treasurers, and his experience and guidance were highly valued. Roger and his family had strong links with the church, and our thoughts and prayers are with his family and many friends as they come to terms with their loss.

Detailed figures for church income, expenditure and fund balances are given later in this document.

Garth Williams, Treasurer

The Parochial Church Council of St Martin with St Peter

Financial Review

Statement of the PCC members responsibilities regarding financial matters

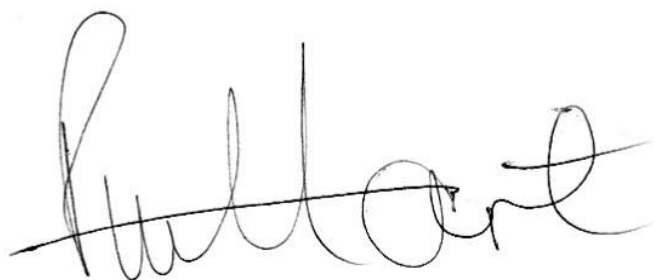
The PCC members are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the PCC members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC incoming resources and application of resources for that period. In preparing these financial statements, the PCC members are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP 2019
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC members are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the PCC and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the Church Accounting Regulations 2006. They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the PCC on 14/3/2023 and signed on their behalf by

A handwritten signature in black ink, appearing to read 'P. Hart', written over a horizontal line.

(REVD. PETER HART, RECTOR)

Independent Examiner's Report to the Trustees of The Parish of St Martin with St Peter, Worcester

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022 which are set out on pages 21 to 30.

Responsibilities and basis of report

As the charity'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 charity'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.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act;
or
2. the accounts do not accord with those records ; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.

Signed:

Sally Bishop FCA
Bishops Accountancy Ltd
Chartered Accountants
Unit 3 Elgar Business Centre
Moseley Road
Hallow
Worcester
WR2 6NJ

Date: 13/03/22

The Parochial Church Council of St Martin with St Peter

Balance sheet (Church of England)

As at: 31 December 2022

		As at 31/12/2022	As at 31/12/2021
	Note	£	£
Fixed assets			
Investments	4(b)	184,458	209,239
		<u>184,458</u>	<u>209,239</u>
Current assets			
Debtors	5	5,265	3,686
Cash at bank and in hand		237,034	243,087
		<u>242,299</u>	<u>246,773</u>
Liabilities			
Creditors: Amounts falling due in one year	6	9,728	4,624
Net current assets less current liabilities		<u>232,571</u>	<u>242,149</u>
Total assets less current liabilities		<u>417,028</u>	<u>451,389</u>
Total net assets less liabilities	10	<u>417,028</u>	<u>451,389</u>
Represented by			
Unrestricted			
Unrestricted - General fund	2(b)	10,000	16,101
Designated			
Designated - Concerts Fund	2(c)	1,500	1,500
Designated - Parish Centre Fund	2(d)	2,000	2,000
Designated - Reserve Fund	2(b)	128,791	142,382
Restricted	3		
Restricted - Biliki Fund		182	—
Restricted - Community Care Fund		536	479
Restricted - Flower Fund		10	680
Restricted - Margaret Benson Memorial Fund		70,740	50,007
Restricted - Missionary Appeals Fund		1,564	2,014
Restricted - Organ and Church Music Fund		5,613	8,197
Restricted - Projects Fund		5,426	14,871
Restricted - Youth Fund		6,874	4,688
Endowment			
Endowment - John Frederick Carter Bequest	2(g)	183,791	208,470
Funds of the church		<u>417,028</u>	<u>451,389</u>

There may be minor discrepancies in the totals as the pence are not being shown

The Parochial Church Council of St Martin with St Peter
Statement of Financial Activities
For the period from 01 January 2022 to 31 December 2022

	Note	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	8(b)	106,166	36,390	—	142,556	230,321
Income from charitable activities	8(c)	36,397	3,205	—	39,602	35,741
Investments	8(d)	13,349	733	—	14,082	11,790
Other income		17,891	—	—	17,891	2,835
Total income		173,802	40,329	—	214,130	280,688
Expenditure on:						
Raising funds	8(e)	318	—	—	318	100
Expenditure on charitable activities	8(f)	193,123	30,268	—	223,391	228,437
Total expenditure		193,441	30,268	—	223,709	228,537
Gains / losses on investment assets	4(b)	(103)	—	(24,678)	(24,782)	26,462
Net income / (expenditure) resources before transfer		(19,743)	10,061	(24,678)	(34,361)	78,613
Transfers						
Gross transfers between funds - in	8(g)	42,966	20,024	—	62,990	18,378
Gross transfers between funds - out		(42,915)	(20,075)	—	(62,990)	(18,378)
Other recognised gains / losses						
Net movement in funds		(19,692)	10,010	(24,678)	(34,361)	78,613
Reconciliation of funds						
Total funds brought forward	9	161,983	80,936	208,470	451,389	372,775
Total funds carried forward	10	142,291	90,946	183,791	417,028	451,389

There may be minor discrepancies in the totals as the pence are not being shown

The Parochial Church Council of St Martin with St Peter

Summary of income and expenditure From January 1st 2022 to December 31st 2022

	2022 (£)			2021 (£)		
	Income	Expenditure	Difference	Income	Expenditure	Difference
Planned giving	79,136			77,770		
Gift Aid received	20,271			19,070		
Plate collections	4,272			1,935		
Legacies	30,002			56,889		
Donations	778			5,245		
Coronavirus Grants	1,000			8,162		
Bank/Building Society interest	2,240			608		
John Carter Bequest	5,470			5,290		
Parish Share		105,914			105,914	
Alms from St Martin's		6,600			6,640	
Church Insurance		5,650			5,400	
Church maintenance & repairs		4,006			3,660	
Church cleaning		1,985			1,775	
Parish Centre cleaning		6,473			6,925	
Parish Centre Insurance		1,842			1,683	
Sub-total	143,169	132,470	10,699	174,969	131,997	42,972
Church utility bills	7,370	8,332	(963)		4,797	(4,797)
Parish Centre utility bills	793	4,681	(3,888)		2,929	(2,929)
All other Parish Centre	17,867	12,450	5,417	17,070	2,981	14,089
All other salaries	2,000	21,928	(19,928)	2,000	19,973	(17,973)
Missionary Fund	2,440	2,890	(450)	3,422	2,944	478
Biliki Fund	182	0	182	198	198	0
Projects Fund	1,830	21,275	(19,445)	52,630	37,759	14,871
Young People	3,269	1,053	2,216	8,933	8,601	332
Organ and Church Music	913	3,608	(2,695)	161	7,153	(6,992)
Garages	6,372	50	6,322	5,892	0	5,892
Concerts	9,425	2,661	6,763	7,620	384	7,236
Mag printing cost (actual)	0	527	(527)	Estimate->	500	(500)
Magazine Income/expenditure	3,611	48	3,563	2,280	0	2,280
Other income and expenditure	14,891	11,736	3,155	5,511	8,322	(2,811)
Total	214,130	223,709	(9,579)	280,688	228,537	52,151

There may be minor discrepancies in the figures above as the pence are not being shown

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2022 to December 31st 2022

1 Summary of significant accounting policies

(a) General information and basis of preparation

The charity (St Martin with St Peter PCC) constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

Unrestricted general funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Unrestricted designated funds are used by the trustees for particular projects and purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. These funds cannot be used by the trustees for any other purposes unless determined by the Courts or the Charity Commissioners. The aim and use of each restricted fund is set out in note 3 in the financial statements. Specific fund policies are detailed in note 2.

Endowment funds are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Details of the single St Martin's endowment fund is shown in note 2(g).

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2022 to December 31st 2022

(c) Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met, or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity when it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Dividends and interest are accounted for when receivable.

Gift Aid received from donations is recognised during the financial year in which the donation is received.

Rental income from the letting of church premises, income from church magazine adverts and any other income is recognised when received.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as an expense against the activity for which the expenditure arose.

Costs of raising funds comprise those costs directly attributable to fund raising events.

(e) Tangible fixed assets

Expenditure on equipment used within the church is depreciated on a straight line basis over 4 years. Individual items of equipment costing £1,500 or less are written off when the asset is acquired.

(f) Fixed asset investments

Investments are quoted on a recognised stock exchange and the value that derives from them is valued at market value at the year end.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2022 to December 31st 2022

(g) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(h) Pensions

Contributions to defined contribution plans are expended in the period to which they relate.

(i) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2 Specific fund policies

(a) Free Reserves

The PCC will try to maintain a balance on Free Reserves equivalent to at least six months Unrestricted Funds expenditure. This is held to smooth out fluctuations in cash flow and to meet emergencies. If the reserves fall below this level, the PCC will plan to reduce expenditure and increase income so that this balance can be achieved. Free Reserves comprise the General Fund and the Designated Funds. Refer to note 11 for a compliance check.

(b) General Fund

This must be maintained at a higher level than the total of the other unrestricted funds (except the Reserve Fund). If needed, the Treasurer can transfer money from the Reserve Fund to the General Fund. A balance of £10,000 in this fund is maintained at year-end by transfer to or from the Reserve Fund.

(c) Concerts Fund

This generates profits received from church musical events. A balance of £1,500 in this fund is maintained at year-end, with the surplus being transferred to the General Fund.

(d) Parish Centre Fund

This fund is used to financially manage the Parish Centre and any profit is used for the church general purposes as decided by the PCC. A balance of £2,000 in the Parish Centre Fund is maintained at year end by transfer to or from the General Fund.

(e) Projects Fund

This was set up by the PCC in January 2021 to financially manage major church projects. The PCC reserves the right to close the Projects Fund and transfer any money to the General Fund.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2022 to December 31st 2022

(f) Margaret Benson Memorial Fund

St Martin's Church received a substantial legacy in 2021-2 from the estate of the late Margaret Benson. The legacy was donated to the Vicar and Churchwardens of St Martin's Church "for such religious purposes in the said Parish as the said Vicar and Churchwardens shall in their absolute discretion think fit". Accordingly the legacy was deposited in the restricted Margaret Benson Memorial Fund.

(g) Endowment Fund - John Frederick Carter Bequest

St Martin's Church received a bequest in 2008 from the estate of John Frederick Carter. The capital is invested in the CBF Church of England Investment Fund administered by CCLA. The church receives the dividend from the investment but is not allowed to spend the capital.

3 St Martin's Restricted Funds

These funds contain donations for particular purposes specified by the donor. By law these funds cannot be used by the PCC for any other purpose. The groups managing these funds have to give notice to the PCC for any substantial expenditure, and the PCC has the authority to veto such expenditure if it was to cause financial hardship to St Martin's Church.

- **Biliki Fund** – to support charitable activity in Biliki, Georgia. Donations to this fund are from specific appeals, and the donations are distributed by the Missionary Committee.
- **Community Care Fund** – to support charitable activity in the parish. This is administered by the Community Care Committee. Fundraising is mainly from donations at the weekly Pop-ins café in St Martin's Church lower vestry.
- **Flower Fund** – to fund the cost of flowers in St Martin's Church. Supported by donations and administered by the church Flower group.
- **Margaret Benson Memorial Fund** – a bequest from a late member of St Martin's Church to support religious activities in the parish, at the discretion of the Rector and Churchwardens.
- **Missionary Appeals Fund** – to support local, national and international charities. Donations through regular appeals, coffee mornings, plant sales etc, and administered by the Missionary Committee.
- **Projects Fund** – to financially manage current and future planned projects. The Fund is administered by the PCC.
- **Organ and Church Music Fund** – for the maintenance of the St Martin's pipe organ, together with funding for replacement of printed church music and support for the church choir. The Fund is administered by the church Director of Music.
- **Youth Fund** – to support young people's activities in church and in the community. Fundraising by specific appeals and events.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2022 to December 31st 2022

4 Fixed Assets (Capital value)

(a) **Church Furniture, Office Fittings and Equipment, etc.**

Assets have been written off in the year of purchase or depreciated to Nil.

(b) **Investment assets**

(i) ***CBF Church of England Fixed Interest Securities Fund – 486 shares***

The income from this is paid into the General Fund. No shares were added or sold during the year.

(ii) ***CBF Church of England Investment Fund – 8,902.07 shares***

The income is paid into the General Fund and can be used for any ecclesiastical purpose but the capital (received from a 2008 bequest) cannot be spent. No shares were added or sold during the year.

	Valuation 31/12/22	Change in value in 2022	Valuation 31/12/21
CBF Fixed Interest Securities Fund	£666	(£104)	£770
CBF Investment Fund (capital)	£183,791	(£24,679)	£208,470
Total	£184,457	(£24,782)	£209,239

5 Debtors

	2022	2021
Gift Aid rebate	£2,323	£2,168
Other debtors	£2,942	£1,518
Total	£5,265	£3,686

6 Liabilities: Amounts falling due within one year

Creditors for goods and services	£9,728	£4,624
There are no long term creditors.		

7 Staff Costs

(a) Mrs Rebecca Caskie (Team Administrator) - gross		
St Martin's PCC contribution :	£11,214	£10,619
Worcester South East Team contribution:	£2,000	£2,000
(b) Mrs Donna Vickers (cleaner) - gross	£8,458	£8,700
(c) John Swindells (Director of Music) - gross	£7,568	£7,081
(d) Organist holiday cover	£325	£80
(e) Gross wages, salaries and benefits in kind	£29,565	£28,480
(f) Employer's national insurance costs	£0	£0
(g) Pension costs	£821	£192
(h) Total staff costs	£30,386	£28,672

No employees received total employee benefits (excluding employer pension costs) of more than £60,000.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2022 to December 31st 2022

8 Statement of Financial Activities

In this statement:

- (a) *Unrestricted Funds* includes Unrestricted and Designated Funds
- (b) *Donations and Legacies* includes Planned Giving and Gift Aid
- (c) *Income from charitable activities* includes Parish Centre rents, magazine income, fees from weddings and funerals etc.
- (d) *Income from Investments* includes the dividend from the church investment assets (see note 4) and garage rents.
- (e) *Expenditure on raising funds* includes Planned Giving and Concerts expenses
- (f) All other expenditure is classed as *charitable activities*, including Parish Share, insurance, energy costs, salaries etc.
- (g) The *transfers between funds* are predominantly the transfers of income from the Concerts and Parish Centre Funds to the General Fund, and from the transfers of funds between the General Fund and the Reserve Fund.

9 Fund Reconciliation

FUNDS	At 1.1.2022 £	Transfers £	Income £	Outgoings £	Gains/ (Losses) £	At 31.12.2022 £
Unrestricted	161,983	51	173,802	193,441	(103)	142,291
Restricted	80,936	(51)	40,329	30,268	0	90,946
Endowment	208,470	0	0	0	(24,678)	183,791
Totals	451,389	0	214,130	223,709	(24,782)	417,028
	At 1.1.2021 £	Transfers £	Income £	Outgoings £	Gains/ (Losses) £	At 31.12.2021 £
Unrestricted	169,509	0	164,985	172,455	(56)	161,983
Restricted	21,315	0	115,703	56,082	0	80,936
Endowment	181,951	0	0	0	26,518	208,470
Totals	372,775	0	280,688	228,537	26,462	451,389

There may be minor discrepancies in the figures above as the pence are not being shown

10 Analysis of net assets by fund

2022	Unrestricted Funds (£)	Restricted Funds (£)	Endowment Funds (£)	Total (£)
Fixed assets	666	0	183,791	184,457
Current assets	148,535	93,764	0	242,299
Current liabilities	(6,910)	(2,819)	0	(9,729)
Net total assets	142,291	90,946	183,791	417,028
2021	Unrestricted Funds (£)	Restricted Funds (£)	Endowment Funds (£)	Total (£)
Fixed assets	770	0	208,470	209,239
Current assets	164,164	82,609	0	246,773
Current liabilities	(2,951)	(1,673)	0	(4,624)
Net total assets	161,983	80,936	208,470	451,389

There may be minor discrepancies in the figures above as the pence are not being shown

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2022 to December 31st 2022

11 Check for compliance to Reserves Policy

Free Reserves (General Fund + Designated Funds) at year-end: £142,291
Six months Unrestricted Funds expenditure: £96,720
Therefore St Martins Church conforms to the PCC Reserves Policy (see note 2a).

12 Independent examiner's remuneration

The independent examiner's remuneration for the 2022 accounts amounts to an independent examination fee of £500. (2021: £480)

13 Related party transaction

In 2022 St Martin's received donations of £41,953 (2021: £45,595) from PCC members.

14 Trustees' and key management personnel remuneration and expenses

St Martin's considers its key management personnel are the members of the PCC.
PCC members neither received nor waived any remuneration during 2022 (2021: £nil).
The members of the PCC did not have any expenses reimbursed during 2022 (2021: £nil).

15 Contingent asset

A legacy in the region of £20,000 is expected in 2023. As the amount cannot be accurately measured it is not included in these financial statements.

Accounts

THE PARISH OF ST MARTIN WITH ST PETER
In the Worcester Deanery of the Diocese of Worcester
Worcester South East Team Ministry

**ANNUAL REPORT
&
FINANCIAL STATEMENTS**

of the

PAROCHIAL CHURCH COUNCIL

For the year ended 31st December 2021

Incumbent: Revd Peter Hart
The Rectory
6 St Catherine's Hill
Worcester
WR5 2EA

Bank: CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Independent
Examiner: Sally Bishop FCA
Bishop's Accountancy Ltd
Chartered Accountants
Unit 3 Elgar Business Centre
Moseley Road,
Hallow
Worcester
WR2 6NJ

Parish No. W6.08a Registered Charity No. 1128519

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The Parochial Church Council of St Martin with St Peter

Annual Report for the year ending December 31st 2021

The PCC presents its annual report and the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Reference and Administration details

The Parochial Church Council of the Ecclesiastical Parish of St Martin with St Peter, Worcester (also known as St Martin with St Peter PCC, Worcester), St Martins Church, Parish Office, London Road, Worcester, WR5 2ED is registered with the Charity Commissioners (number 1128519).

Current PCC members (until 2022 Annual Parochial Church Meeting)

Ex officio:

Rector:	Chair	Revd Peter Hart	
Other Clergy:	Assistant Curate	Revd Dr Robin Parry	
Licensed Reader:	<i>(Appointed by APCM)</i>	Mike Bunclark	
Churchwardens:	<i>(Elected annually by AVM)</i>	Elizabeth Yarker	Joy Grimwood
Deputy Churchwardens:	<i>(Elected annually by AVM)</i>	Barbara Richards	Vacancy
Representatives on the Deanery Synod:	<i>(Elected by APCM for 3yrs to 31st May 2023)</i>	Michael Bunclark	
		Anthony Glossop	
		Shirley Scott	

Representatives of the laity

(Four elected by APCM each year, for 3 years)

<i>To 2022 APCM:</i>	Julia Glossop*	
	Vacancy	
<i>To 2023 APCM:</i>	Sheila Farthing	David Scott
	Bill Simpson	Christine Williams*
<i>To 2024 APCM:</i>	Mark Farthing	David Hall
	Alison Fraser *	Garth Williams

Co-opted: (Max'm of 2) *(Elected annually by PCC)*

Maximum voting members: 23, actual: 19 A quorum is one third of voting members

PCC Officers:

(Elected annually By PCC)

Lay Vice Chair	Elizabeth Yarker
Secretary	Nick Harrison
Hon. Treasurer	Garth Williams
Hon. Deputy Treasurer	Bill Simpson
Planned Giving Recorder	Christine Williams
<i>(Appointed by APCM)</i> Safeguarding Officer	Malcolm McMurray
Electoral Roll Officer	Julia Glossop

AVM:- Annual Vestry Meeting.

The Lay Vice Chair must be a PCC member. Appointments continue until changed by the APCM.

Deputy Churchwardens and PCC Officers are NOT PCC members unless otherwise elected or co-opted.

**Trustees to whom responsibility has been delegated for the reporting of serious safeguarding and other incidents to the Charity Commission.*

Structure, Governance and Management

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure in providing facilities for worship and religious observance for the people of Worcester and environs.

The method of appointment of PCC members is 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.

Objectives and Activities for the Public Benefit

The object of the charity is promoting in the ecclesiastical parish the whole mission of the church. The PCC confirms that in planning the activities for the year, they kept in mind the Charity Commission's guidance on public benefit at their trustee meetings.

The PCC carries out its activities via a number of committees and working parties, using a mixture of PCC members and co-opted members. It has a Standing Committee to undertake any urgent PCC business between PCC meetings, and to prepare agendas for the PCC meetings.

Other committees are:

- Community Care (Chair: Isobel Maher)
- Concerts (Chair: Shirley Scott)
- Finance & Management (Chair: Anthony Glossop)
- Magazine & Publicity (Chair: Jim Wheldon)
- Missionary (Chair: Elizabeth Yarker)
- Social (Chair: Alison Fraser)

Rector's Report

This has been a year of cautious re-openings. Slowly but surely, we have emerged from lockdowns and restrictions into what might pass for a fully-functioning parish. I am extremely grateful to everyone for their patience and forbearance through what have been difficult times for us all. The pandemic is not over, so vigilance and true care of each other while we are in church or about parish business still need to be exercised. Having come so far, we don't want to lose the gains we have made.

Some new ventures have begun, which is extremely pleasing. Mainly Music, a session for parents or grandparents and their children/grandchildren on a Wednesday morning has seen steady growth in numbers and good congregational support as we make new friends. Junior Church has started on the second Sunday of the month, with as many as 12 children attending, which has been very encouraging. Tunes and Chips, a choir for younger children, has also been meeting regularly this year. They sang at the Crib Service, which was a treat, and it has been good to see growth in this age group through John Swindell's commitment to quality music at St Martin's.

Other features of parish life have quietly returned, be they PopIns on a Thursday morning, or the Mother's Union and the Flower Club. The Wednesday Bible Study continues to provide a challenge for reading and understanding Scripture ahead of Sunday's service, and the prayer groups provide a solid, prayer-filled foundation to the spiritual and social life of our parish. We had a wonderful Harvest Supper in the autumn, which was one of the first indoor social events since the pandemic began, and many more are planned for this year. We need to get to know each other again, in safe and loving ways.

I remain ever grateful to all those that support the work of the parish, directly and indirectly. For the wardens, Elizabeth and Joy, whose work is frequently unseen but essential, for Barbara, whose work rate is phenomenal, for Mike Bunclark, who is a constant help and wise adviser in the parish, and for Rebecca, whose work in the office is ever more complex – the wedding rules changed drastically this last year, and she has coped with those with aplomb – and she has to put up with the Rector's sudden bright ideas or unhelpful suggestions. Garth has been terrific this year in dealing with the parish and Team's finances, especially when faced with the new arrangements for Ministry Share across the diocese. I am most grateful to him for all his hard work. To the many chairs of committees and their hardworking members, I extend my thanks.

There is more work to be done. Our access to local schools began in October and was shut down almost immediately. Work with children and families will only really take off when we have full access to our local schools, although it was good to have Nunnery Wood Primary and Red Hill Primary in church for Christmas services. Pray for good contacts through our return to leading school worship. There are a large number of new houses still being built close to St Martin's, and we have not yet fully worked out a strategy to reach out to these new families. That has to be on our agenda for the year ahead. There is space for engaging with the community through the local hub at the Horizon Community Centre. Nursing homes are once again welcoming clergy to take services for their residents, so there are options to be pursued there too.

My prayer is that we shall emerge from this pandemic stronger spiritually and corporately, with a shared vision of serving God with boldness and imagination, of worshipping with joy and of striving for quality and warmth in all we do to commend the love of God to all those in our parish.

Revd Peter Hart, Team Rector and St Martin's Church Parish Priest

Churchwardens' Report

2021. The year of the Jab?

We celebrated Christmas thankfully, but with caution as the coronavirus pandemic continued to threaten. Lockdown returned in the New Year, and we were back on Zoom. Soon word went round. "I've had my jab!" People asked "Pfizer or AstraZeneca?" comparing notes. The Churchwarden ticked them off on the Electoral Roll, noting how quickly the older members of the congregation took up the offer. Soon they were reporting second jabs, and we began to feel cautiously optimistic. By Palm Sunday we were back in Church, masked, hand sanitised, temperature checked and socially distant. Easter Eggs were devoured outside.

During Lockdown, David Hall and his expert band of craftsmen completely updated and improved the Lower Vestry. On first look the response was, "Oh, WOW!" and our Widen Our Welcome campaign was well under way.

Throughout the summer, as Restrictions were slowly lifted, church life recovered. Lent Lunches were delivered to order, so were Cream Teas in Christian Aid Week. The Plant Sale in May saw people out in strength at the pop-up Cake Shop in the South Porch, replacing the locked-down Coffee Morning. The wonderful array of plants, enhanced by a spectacular gift of specimen geraniums, soon found buyers, and our Good Causes have all had more generous donations as a result. Thank you, everyone. Christian Aid Week saw a successful trial of "Delivery-only" envelopes, and relief among people who hated knocking on doors.

During the summer a new Disabled Toilet was installed in the Boiler Room. Our expert craftsmen were back to do the woodwork, plumbing and wiring. Drains were dug and the path to Victoria Avenue made fit for wheelchairs and pushchairs. The altar frontal chest was moved to the Lady Chapel.

At the same time, amid unpredictable changes in Lock-down restrictions, David and Shirley Scott were organising our WOW Fund-raising Open Day, and planning for a full programme of Three Choirs Concerts at St Martin's, if permitted, when we were asked at short notice by the BBC to host Any Questions? as the planned venue was Covid-infested. All three were successful. Any Questions? socially distanced, WOW Open Day rather more restricted than usual, but the Three Choirs able to sing in full voice and our organ shown off to the full.

During the autumn we were able to be more adventurous, and looked ahead. John Swindells asked us about our music preferences. The Choir grew in strength. We held a Generosity Week to try to improve our financial position. Garth's Financial Quiz highlighted what we do and don't know about the Church Finances. We all know that we are spending more than we get in, but hope in time to address the situation.

Harvest Festival was early this year, at the end of September. The Harvest Supper on Saturday night was enlivened by a fiendish Quiz from Jim Wheldon, and delicious food from the Social Committee. The Harvest Produce Sale raised a good sum. The Community Care Committee distributed Harvest gifts to most of our usual local charities such as Maggs Day Centre and the Foodbank.

By October we were ready to resume our Sunday 8.00am Said Eucharist and Choral Evensong or Evening Prayer at 6.00pm. Children began to return to church, and church activities started up again. We were still masked, hand sanitised, and to some extent socially distanced, but we could sing and we could enjoy refreshments. And by now many of us were bragging about our booster jabs, or asking where the queues were shortest. It was very encouraging.

A lot of people help keep St Martin's going. We said goodbye to Martin and Gail Rowley who moved away. They ran Sunday Club and Messy Church for years and years. We owe them a huge amount. Philip Penfold also moved away after ten years as Head Server. We miss his quiet efficiency and dedication. We thank Nick Harrison for editing the Magazine with Hannah Parry, compiler. Nick takes over as Head Server. Jo Wheldon has stepped down as the Children's Society Box Collector after fifteen years.

Rebecca Caskie has juggled with restrictions working from home (WFH) and in the Office and is a fount of knowledge. I am grateful for my fellow Warden Joy Grimwood and Deputy, Barbara Richards for all their help. We rely on Mike Bunclark for keeping us praying morning and evening on Zoom. Isobel Maher and Community Care look after us. Malcolm McMurray keeps us all safe. Everyone else keeps us worshipping. Thank you all.

We miss our friends Margaret Benson and Fred Allan, who have both left us legacies, Margaret a very generous one. Roger Waters-Duke has been our Independent Examiner for many years. As a result of these generous legacies we have had to find someone with different qualifications, and we are sad not to be able to ask Roger to help us this year. We send Roger our very grateful thanks for all his help.

Our debt to Garth and Christine Williams, Treasurer and Planned Giving Recorder is huge, as is our debt to all our Committees.

Finally, we thank God for our Rector, Peter Hart for keeping us praying, worshipping and learning; and for encouraging and challenging us.

(P.S. I've just heard rumours of a *fourth* Jab!)

Elizabeth Yarker, churchwarden

The Parochial Church Council of St Martin with St Peter

Decisions and Actions 2021

Mtg Date	Decisions	Actions	Notes
Jan 12th. ZOOM	AGREED to start Mainly Music for families with pre-school children, replacing Jam Club; and to replace "All Age Worship" with a more inclusive "Altogether Worship". AGREED to commence Refurbishment of the Lower Vestry. AGREED to set up a restricted Church Projects Fund to manage donations and expenditure for current and future Projects with the condition that "any unused balance may be put to the general uses of the PCC unless the donor explicitly forbids it."	An on-line presence on Zoom for Families will include a Christingle Service on Jan 31st. Peter Grimwood will lead a Service during the Week of Prayer for Christian Unity. Plans to refurbish the Lower Vestry are progressing.	The Advent Appeal raised f572.70 for Embrace the Middle East. The Lent Appeal would be for Christian Aid.
DUE TO GOVERNMENT COVID RESTRICTIONS, CHURCH SERVICES WERE HELD ON ZOOM FROM SUNDAY JANUARY 10 TH UNTIL SUNDAY 28 TH MARCH.			
Feb 8th ZOOM	AGREED To increase our three employees' pay in line with inflation. The Missionary Committee's donations were APPROVED. AGREED A Vote of Thanks was proposed to Martin and Gail Rowley for their incredible hard work with children and families over many years.	Lenten Services and Study Groups now held online, with plans for a possible re-opening on Mothering Sunday, and expectation for some form of services in Holy Week. Lenten Hunger Lunches will be delivered to order for donations for Christian Aid.	A new Fire Risk Assessment advises replacing the high level emergency lighting. Peter reported that the re-organised Deaneries are now in action. Mike and Bill reported how Red Hill School were faring under lockdown.
March 16th ZOOM	AGREED Services in church will resume on Palm Sunday 28th March. The pattern of Holy Week and Easter Services was outlined. AGREED that a new desk should be purchased for the Team Office at a cost of £386. The Financial Statement for the Annual Report was APPROVED. AGREED to hold the APCM on Sunday, May 23rd.	Sheila Farthing reported that children's activities on Zoom were well received and that Messy Church was being updated for when face to face activities were resumed. Robin Parry said that Forest Church would begin in May. Anthony reported that the Lower Vestry Kitchen Project was complete. The Disabled Toilet project was awaiting Diocesan Approvals.	Garth reported that he had successfully applied for Coronavirus grants, and Terry Dillingham had obtained a grant of £10,000 from the National Lottery Community Fund towards our WOW Appeal. Malcolm said that a Parish Safeguarding Officer should be appointed as he was only acting pro-tem. Shirley outlined the Widen Our Welcome WOW Fundraising Campaign, with an online Quiz Evening and an Open Day planned so far.

Mtg Date	Decisions	Actions	Notes
April 20 th ZOOM	While it was good that people were returning to church in person, it was AGREED to continue to live-stream the Sunday Eucharist on Facebook. Other services would continue on Zoom. AGREED to thank Terry Dillingham as he steps down from his Fundraising role after a very successful time.	Robin reported that Forest Church will start at Whittington on May 1st. Sian Morgan, our Mission Enabler, said that Risk Assessments should be done for every activity, and Safer Recruiting should apply to all volunteers. Fund-raising plans for the WOW Appeal are going well. A press release to acknowledge the National Lottery Grant of £10,000 is being prepared.	Plans are in hand for seven or eight concerts for the Three Choirs Festival in July, and other musical events. The Lent Appeal for Christian Aid raised £1,110.50. Work on the new Disabled Toilet in the Boiler Room is progressing well.
May 23rd AVM & APCM In Church	Elected: - Churchwardens: Elizabeth Yarker and Joy Grimwood - Deputy Churchwarden: Barbara Richards - PCC Secretary: Nick Harrison - Treasurer: Garth Williams - Deputy Treasurer: Bill Simpson - Planned Giving Recorder: Christine Williams - Acting PSO: Malcolm McMurray - Electoral Roll Officer: Julia Glossop Elected to the PCC: Mark Farthing, Alison Fraser, David Hall, Garth Williams		Reports received: Electoral Roll report Annual Report of the PCC Safeguarding Report Fabric Goods & Ornaments Report Audited Financial Statement Deanery Synod Report
June 15th In church	APPROVED: 12 sidespeople. AGREED that it was no longer necessary to take the temperature of those attending services. ENDORSED Mike Bunclark as a Foundation Governor for Red Hill School. AGREED Liz Frani has resigned from the PCC due to work commitments. The PCC thanked her for her contribution.	It is hoped that after July 19 th services will return to normal. All Together worship is due to start on August 22 nd . Sheila Farthing said that there will be training for 'Mainly Music' in July, and she hopes to restart Messy Church in September. Children's services continue monthly on Zoom, successfully. Continued Pandemic restrictions have curtailed plans for the WoW Open Day in July.	Peter confirmed that Friday was his day off. Dave Hall reported that the Disabled Toilet downstairs was more or less complete. Anthony and Dave met the Architect to discuss plans for the Storage and the Servedy. Estimated cost about £80,000. A new Fund-raiser has been found. Food Safety Certificates needed renewal. Parish Share calculation is changing in 2022.
July 13 th Lady Chapel	AGREED to leave necessary decisions on Covid restrictions to the Rector and churchwardens. AGREED to permit the digitisation of parish registers already held by Worcester County Archives. APPROVED the appointment of Beverley Hart as a Governor of Red Hill School. AGREED to apply for a faculty to cover all the church level improvements.	Technical AV equipment will be needed for Mainly Music and Messy Church etc. Garth reported that the Office computers need updating and may need to be replaced in order to use Windows 11. The vestry grand piano has been replaced with the electronic piano, and the A frame from the vestry grand piano has been donated to King's School.	Jo Wheldon has resigned as Children's Society Rep. A letter of thanks will be sent. Harvest Festival will be on the Fourth Sunday of September. The downstairs disabled toilet had received the necessary Building Certificate

Mtg Date	Decisions	Actions	Notes
Sept 14 th Lower Vestry	AGREED 8.00am Eucharist and Choral Evensong will restart on October 10th. The disposal of surplus kneelers was APPROVED. The new Ministry Share was likely to be a lot more than Parish Share. AGREED that we pay the existing share. APPROVAL given to start the work outlined in the Faculty Application for upstairs toilets etc. subject to any conditions.	Peter stated that the choice of wafer only or 'simultaneous administration' would continue for the present. The responsibility for large sums spent from restricted funds was discussed. The Diocesan Director of Finance agreed that substantial expenditure from restricted funds should be discussed by the PCC as Trustees of the Funds.	John Swindells has distributed a questionnaire about the congregation's musical preferences. The old Choir Robes will be replaced, with the cost to be met from the Organ and Church Music Fund. New AV equipment cost for children's work covered by a grant and a generous donation.
Oct 12 th Lower Vestry	APPROVED: purchase of a replacement AV screen at a cost of £869 (from the restricted Youth Fund). APPROVED: purchase of new Choir robes. AGREED to hold a Christmas Tree Festival in December.	Preparations to welcome the two Afghan families now in Worcester were ongoing. 14 PCC members have completed the "Basic Awareness" Safeguarding Training. A new Safeguarding Framework will come into effect in January. The Health & Safety Policy was under review. A new Magazine Editor is urgently needed. The new Ministry Share will be discussed at a Team Council Meeting next week.	The Generosity Week in October should help to improve the financial situation. The regular Service pattern was now established. Forest Church, Mainly Music and Tunes & Chips are all going well. Messy Church is still on hold. The Harvest Produce Sale raised £310.90. The Advent Appeal will be for Maggs Day Centre and Afghan Refugees. Mike Bunclark has been elected Vice Chair of Red Hill School Governors.
Nov 9 th Lower Vestry	AGREED: Timings of Christmas Services were confirmed. Plans for School visits and the Christmas Tree Festival were also confirmed. AGREED that the carpeted area at the back of Church should be reinstated. Mats should be available for children at the front of the Nave on Sunday mornings. Malcolm has formally ACCEPTED the post of Parish Safeguarding Officer and was thanked. AGREED that the Collections at the carol Service and Crib Services would be divided between The Children's Society and Biliki in Georgia.	Garth expressed concern that the church was still running at a deficit on this year's accounts, in spite of generous donations to the Projects Fund. The Ministry Share is likely to be short by £40,000. Part of the deficit, he suggested, was due to the Alms to eleven good causes representing 5% of income to the General Account. After discussion it was agreed to look at it again, A Review of comments in the Generosity Week Survey would be circulated. Garth introduced a small card to put in the Collection plate by people who paid by other means. This was approved.	The Community Care Committee will deliver Christmas Plants as usual. A Magazine Editor is still needed. The Missionary Committee invited people to a Christian Aid Fish and Chip Supper in January to hear about Christian Aid Week plans. A Team Coffee Morning is planned for January with donations toward the Ministry Share. David Scott advised of a Holiday Activities and Food initiative run in school holidays by a professional company, backed by Government funding. The PCC felt there was insufficient time to organise something for Christmas.

The Parochial Church Council of St Martin with St Peter

Church Statistics

	2021	2020	2019	2018	2017
Number on the electoral roll (31 December)	116	123	118 ⁽¹⁾	155	157
Average attendance at Sunday services (adults/children)	[2]	[2]	92/4	102/2	106/3
Total attending services on Easter eve/day	69	[2]	131	218	161
Total attending services on Christmas eve/day	164	[2]	272	378	471
Average attendance at Messy Church, Children	-	[2]	32	27	22
Adults (including helpers)			36	34	30
Total "worshipping community"	101	165	189	161	156
Safeguarding					
Persons registered as working with children	12	16	9	9	9
Persons registered as working with vulnerable adults	8	16	16	22	27
Audit: Fully compliant measures	<i>See Safe-guarding Report</i>	<i>See Safe-guarding Report</i>	<i>See Safe-guarding Report</i>	12	13
Partially compliant measure				6	5
Not compliant measures				1	1
Number of weddings/blessings at St. Martin's	3	3	7	5	7
Number of baptisms	9	2	15	12	14
Number of church funerals/burial of ashes/ crem. funerals	19	13	20	26	29
Planned Giving (including gift aid)	£96,840	£109,376	£110,518	£101,318	£100,136
No. of Planned Givers (S.O.'s and envelopes)	85	92	96	104	106
Average giving per giver	£1,139	£1,189	£1,151	£974	£944
Parish Share (to Diocese)	£105,914	£105,914	£103,837	£110,411	£91,894
Total expenditure	£228,537	£173,784	£179,499	£158,710	£165,178
Surplus / (Deficit)	£52,151	(£4,611)	(£3,820)	(£16,847)	(£107)
Current Assets less Liabilities "liquid assets"	£242,149	£189,998	£195,254	£198,411	£215,257
Total funds c/f	£451,389	£372,775	£369,493	£340,894	£362,017

NOTES: [1] New Electoral Roll.

[2] Due to COVID19, Services were held in church on 11 Sundays only in 2020 and much reduced in 2021. Easter and Christmas attendance was much reduced

Safeguarding

The Parochial Church Council and the incumbent have a duty of care to ensure the protection of the vulnerable in their church community.

The incumbent and the PCC have implemented The House of Bishops' Safeguarding Policy 'Promoting a Safer Church', and is compliant with its 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).

The PCC agenda includes a standing item for a Safeguarding Report, and it regularly reviews our safeguarding policy and procedures. The PCC has adopted a policy statement on the recruitment of ex-offenders, and ensures that all those responsible for working with children, young people and vulnerable adults on behalf of the church are recruited in accordance with the House of Bishops' Safer Recruitment Practice Guidance.

It was not necessary to seek advice from the DSA/ADSA in 2021, and there were no serious incidents requiring a report to the Charity Commission. There are no current safeguarding agreements in place.

2021 was a difficult year for activities, many of which were cancelled.

There are currently five activities involving children: Junior Church, Forest Church, Tunes & Chips, Tiny Tunes (all monthly) and Mainly Music (weekly).

Activities involving adults are: Home Communion, Community Care home visits and Community Care outings and lunches.

We have seven people accredited to work with children, three with adults and five with both.

Eight people received DBS accreditation in 2021 – three with children, three with adults, and 2 with both. All DBS applications are now processed online.

In 2021, 14 people completed the online 'Safeguarding Foundations' training, and 12 members of the PCC completed the online 'Safeguarding Awareness' training.

Our safeguarding 'performance' is now audited using the online Safeguarding Dashboard App. At the end of 2021 we were compliant with 66% of the measures. The Dashboard generates an Action Plan for the PCC to consider, and identifies specific issues to be addressed in order to achieve greater compliance. During 2021 we have caught up with our DBS checks and training, but with the recent introduction of the "Safeguarding Learning and Development Framework", Church officers and the PCC are required to undertake further training in recruitment and people management. The new Framework sets out details of the Church's safeguarding learning pathways, and expectations of Church officers in respect of those pathways. The practice guidance is for use across all Church bodies, and they must fully implement the framework from January 2022.

The Framework sets out:

- 1, The vision, model, standards and requirements for safeguarding learning and development in the Church context.
- 2, Details of the range of learning and development pathways available, and the requirements for their delivery.
- 3, Details of additional learning and development opportunities.

Within this context, one of our Church Wardens has already completed the 'Safer Recruitment and People Management' training.

Malcolm McMurray, Parish Safeguarding Officer

Church Fabric, Goods and Ornaments

The Fabric of the Church is generally sound and in good repair. There has been no evidence of damp in the Chancel roof since a leak in autumn 2020. A 'cherry picker' was employed to reach the inspection hatch there but no damage was found. At the same time the high-level emergency lighting was repaired.

The West End doors have been mended.

Minor problems with the boiler have been dealt with, but fears remain that issues in the circulation system may need to be addressed.

The main task in 2021 was to refurbish the Lower Vestry and to fit a Disabled Toilet into the Boiler Room - Phase 1 of the Church Improvement Scheme to Widen Our Welcome – WOW.

In January and February, when activity was severely restricted by Coronavirus Lockdown measures a new kitchen was fitted in the Lower Vestry, with all the necessary equipment, and larger counter. Good quality flooring was laid and the room repainted. In the summer, after the necessary Faculty had been received, the Boiler Room was transformed, with Disabled Access, and baby-changing facilities installed in the new toilet. Doors were moved to enclose the much smaller boiler room and to provide wheelchair access from the Victoria Road entrance, where the path was levelled.

Plans to improve facilities in the Nave, the second phase of our Widen Our Welcome Campaign, took a great deal of thought and planning during the year, and will be expensive. Discussion between the Finance and Management Committee, the Architect and the Diocesan Advisory Committee are continuing.

Elizabeth Yarker, Churchwarden

Junior Church

After a successful three month trial, we're pleased to be running activities for children in the Lower Vestry during the morning service on the second Sunday of the month. We have around twelve children regularly attending, aged from one upwards, who come with a parent or carer for stories, discussions, games and craft activities around a theme related to the day's Bible readings or the current church season.

Naomi Swindells

Bible Study

The Bible Study group continues to meet regularly on a Wednesday morning at 11am in the Lower Vestry. We study the upcoming Sunday's readings, and everyone has the opportunity to read and to contribute to the conversation. It is a valuable part of our Christian learning, and it would be great if more could join us.

Revd Peter Hart, Team rector

PRAYER GROUPS

(a) Prayers for Peace and Justice

The 'Peace & Justice' Prayer Group at St. Martin's Church has been in operation for many years. From its inception, right up to the outbreak of COVID-19, the group used to meet in St. Martin's Church at noon on Saturdays. However, since the start of the pandemic we now meet 'on-line' at the same time – 12 noon on a Saturday - using Zoom which is ably managed by Joan Hazzard. The main purpose of the Group is to spend 10 to 15 minutes offering prayers to God for Peace & Justice throughout the world. At each meeting a member of the Group offers prayers in their own way – there has never been any kind of formal format. Some will concentrate on prayer alone, and others will read a relevant article from a book or newspaper and then lead the group in prayer. We have all found inspiration from the Book of Psalms. Time is always left to give all members attending that day the opportunity to offer their own prayers. Currently seven members are regular attendees but we would like more! This invitation is also open to friends and family who do not necessarily live in Worcester.

Ivor Pond

(b) PRAYER @4 Group

On the first, third and fifth Mondays of the month, at 4pm, a group of us meet to pray for St Martin's Church (at present we meet on Zoom). We share news of blessings received, individual needs, and seek God's guidance with decisions to be made. We listen to a worship song, read part of the Sundays reading – then pray simply that God will continue to bless and grow our church family. We would be pleased to welcome more people into our prayer group.

(c) On 'WhatsApp'

This mobile contact is for everyone in our Church community to access people who will pray for, and with you or your family's needs. We are all part of St Martin's and not everyone takes part on a daily basis but be assured that any prayer need will be kept in confidence. Just ask either Joan Hazzard or Ruth Kirwan to be 'added in' to the WhatsApp prayer group.

Joan Hazzard

Forest Church

Forest Church launched in May 2021 and we gather on the first Saturday of each month in Whittington churchyard. We offer an act of Christian worship for 0–11s and their families that seeks to be responsive to the wonders of God's creation around us. So our worship takes place outdoors (even if it is raining) and involves a range of activities in different parts of the churchyard. There is a distinct theme for each service, linked to a biblical text, and all the activities spring out of that theme. The activities have included things like hapazome (you'll have to look that one up on the internet, but it is very cool), making seed-bombs, a bug hunt, clay modelling, a mud kitchen, taking ears of wheat and making flour, raking, leaf art, making decorations for graves, and such like. We also had a special candle-lit Advent service in the dark, with some beautiful singing from Sarah Davison.

To the date of this APCM we have met ten times in Whittington and once at The River School. Our numbers have ranged from 18 to 35 with an average of 27 at each service, and we have had contact with 23 different families. It has been a joyful experience for us all. We are very grateful to Sian Morgan for her regular input, to Mark and Sheila Farthing for ongoing help, to the Team Churches for all the prayer support and moral support, and especially to Whittington Church for their enthusiastic welcome.

Robin and Carol Parry, Forest Church leaders

Community Care

It was a quiet year, due to Covid restrictions, but contact was maintained with phone calls and an occasional distanced visit. PopIns started again, quietly, on August 5 2021, but has since grown in popularity and people are really glad to be able to come together again and chat over a cup of coffee. Harvest donations were sorted and delivered to Maggs, St Paul's Hostel, Worcester Food Bank and Bath Road Hostel for hearing impaired people. Poinsettias were delivered in early December to people who had been bereaved during the year, as well as to housebound members of our congregation. These plants are much appreciated and St. Peter's Garden Centre serves us well. Due to Covid restrictions, we were unable to hold our Lunch Party in February 2021, but plans are in hand for May this year.

Isobel Maher, Community Care Committee chair

Social Committee

Covid restrictions banned group meetings for most of the year, but during a brief relaxation of rules, we did manage to hold a Harvest Supper in Church on 25th September. The change of venue meant we were able to make use of the new kitchen facilities in the Lower Vestry. We had less guests than usual, but it was a happy event, with in-house entertainment, a tricky quiz and a tombola.

In early 2022 we have welcomed three new committee members to help in hopefully a busier year!

Alison Fraser and Isobel Maher, Social Committee

Missionary Committee

The Missionary Committee supports a spread of nine local, national and international charities. We report regularly in the Parish Magazine and to the PCC. Our charitable donations are included in "Donations to Charities" later in this report. Discrepancies in the figures may occur as we forward cheques payable to the beneficiaries. We fund-raise regularly throughout the year, with the Advent and Lent Appeals, the Plant Sale and Harvest Produce Sale and supporting events, and the monthly Open Church. Christian Aid Week money is paid directly to their bank account.

Elizabeth Yarker, Missionary Committee chair

Mainly Music

Mainly Music is a new venture, started by Sheila Farthing back in September and subsequently continued by Barbara Richards, Sophie Kelleher and the Rector. Mainly Music is a worldwide organisation which encourages parents and grandparents to bring their children/grandchildren to church to sing and to play together. Mainly Music provides the songs, and we are able now to put the songs up on the big TV screen. Some are well known nursery rhymes, others are new, but all are very singable. We have musical instruments to help us with the noisy songs, and the favourites are those where the children hide under a big sheet. Some songs have a spiritual content, others do not. Barbara, Sophie and the Rector are ably supported by a range of members of the congregation, who join us regularly to befriend the parents and children (and secretly, they really like the songs too.) There are currently 10 families on the books, so we have plenty of room for more children to come to St Martin's on a Wednesday morning at 9.30 during term time.

Revd Peter Hart, Team Rector

St Martin's Church Choir

The Year 2021-2022 saw the full return of choral singing albeit with an element of distance still needed. From before the covid hiatus, we have gained an additional soprano, alto and bass. The full regular choir is now 7 sopranos, 4 altos, 2 tenors and 3 basses. The choir's tenacity through all the regulations about singing has been rewarded with the arrival of long expected and prepared for cassocks. We are pleased that the fantastic work that Robin Walker does with us is now recognised with him being our "associate organist".

We have continued to learn new music; a number of John Barnard arrangements from the RSCM Church Year Book anthology, William Byrd's Ave Verum, a setting of the evening canticles in C by Charles Wood as well as an anthem by Elizabeth Hill are some highlights. And of course the new setting of the Eucharist music by David Thorne. Looking forward, we will be performing songs from each of HM Queen's reign at the street party of June 5th. We also have in mind a "Come and Sing Choral Evensong" afternoon.

John Swindells, Director of Music

Tunes and Chips

This started back in September 2021 and everyone who started with us is still coming. Plus new arrivals so we have 6 families attending now. They sang well at the Crib Service and will be holding an open house rehearsal/performance at 5:15pm on April 8th. Do come along, join in and spread the word. John hopes that in the summer term he can go into our local primary schools and recruit more and listen to what else we can do. The intention is that The T and C Choir will contribute to the Altogether Worship Service on April 24th.

John Swindells. Director of Music

Mothers' Union

During the pandemic we kept in touch with phone calls and the trustees produced a newsletter each month so that we would know what was going on in the diocese - this is continuing. We started meeting up in person again in September, on the first Wednesday of the month, and have a speaker each month. We are only a small group of eight members, and one indoor member although anyone can come to our meeting. We will be selling Easter chicks on Easter Sunday, and are organising a strawberry tea in July to which everyone is invited.

Barbara Richards, Deputy Churchwarden

Flower Club

We started meeting up again in October and meet once a month on a Monday. We have someone who comes to demonstrate a flower arrangement for us to do the following month. There are eight of us who meet up, but everyone is welcome to join us. You don't have to be a flower arranger to come. We also have a rota for doing the church flowers which anyone is welcome to join.

Barbara Richards, Deputy Churchwarden

St Martin's Parish Magazine

The parish magazine continues to be circulated following the departure of Nick and Hannah as editors. Thanks are due for their former hard work. In due course we hope to include some new features and a new monthly newsletter for children – *The Churchmouse* - started in February 2022 to appear in tandem with the main magazine, the format of which does not lend itself to material on children's activities. Early days, but so far, so good.

With thanks to George Bushell and our distributors, we were able to resume hand delivery of printed copies of the magazines to over 200 subscribing parishioners, and provide copies for sale in Church once again.

Beverley Hart, Magazine editor

Parish & Team Office

Having been based at home throughout most of the pandemic, providing office services remotely, Easter 2021 marked a gradual and flexible return to the usual office based working by September. A return to worship in Church on Palm Sunday 2021, marked the end of the creation of bespoke weekly service sheets for use online for the Zoom services on Sundays, which had become a core part of the weekly office routine, alongside the usual Weekly Bulletin preparation. Printing of weekly sheets then returned, although we have retained the practice of issuing the St Martin's Weekly Bulletin email on a Friday (the other Team Churches do similar), which seems to be well received. A new All Together Eucharist service was developed for the fourth Sunday of the month, with it's own new orange booklet.

Thankfully, baptisms began to increase in number once again, and regular Team baptism preparation sessions were introduced for parents and godparents, led by the Team Clergy; 31 families have attended one of these sessions since May 2021. Two new service booklets for Baptisms at St Martin's have been developed, one for use at the Eucharist service, and one for use as a stand alone baptism service.

Weddings returned last year (some having been postponed more than once). At the same time, a new system for the registration of marriages came into force from May 2021, with the responsibility for issuing marriage certificates now lying with the Registry and not the Church, bringing associated changes to our legal responsibilities and internal marriage administration processes.

It's been a year of transition to a new normal (with a new office laptop to replace an ageing PC), whilst all the time keeping up to date with the latest changes to guidance, and making sure to keep everyone informed. Thank you to all who encourage, provide valued support, and drop into the office with a friendly smile – much appreciated.

Rebecca Caskie, Parish Administrator

Red Hill Church of England Primary School

2021 was a very challenging year for the school. Covid restrictions put great pressures on Staff, pupils and parents.

The year started in lockdown with the school closed for all other than children of key workers. The challenge for Spencer and the teachers was to provide on-line lessons and materials that children could access at home – as well as in-person teaching of those who were in school.

The school re-opened fully in March but with significant precautionary measures designed to ensure children's safety and health. Staggered arrival and collection times, social distancing and enhanced hygiene, separation into class "bubbles" were introduced. No visitors were allowed and assemblies were discontinued. With only occasional slackening according to the national Covid situation and government guidelines, these restrictions stayed in place for virtually all of 2021.

With all the challenges the herculean efforts of Spencer and the teaching staff ensured that the education of the children was maintained throughout.

As Governors, we continued to support Spencer and the school, albeit at a distance. Meetings were mainly on Zoom and contact by email.

Thankfully, this year, restrictions are lifting, Covid outbreaks allowing. Assemblies have restarted with church assemblies on Wednesday and we are again able to welcome the school into Church for their seasonal services.

Let's pray for a more "normal" year in 2022.

Mike Bunclark, Vice-chair Red Hill School Governors

Deanery Synod Report

This report is a synopsis of the work of the re-formed Deanery Synod for the Worcester Area for the year 2021.

Our first meeting was on the 9th March and after being opened by the new Area Dean, Revd Diane Cooksey. Our zoom meeting showed 63 active screens including members from the former Deaneries of Martley and Worcester West, Worcester East, and the Saltway Team part of the Droitwich Deanery. We were given instruction by the two Archdeacons and Bishop Martin as to their expectations. Diane Cooksey stated who she intended to appoint as her Leadership Team of six and she was then Commissioned. Three further meetings for 2021 were planned and announced those being, June, September, and November.

Our June meeting was again held on Zoom with Alison Maddocks in her new role as 'Dean of Smaller Churches' speaking to us. We were told that the current definition of a 'smaller church' is based on an Electoral Roll of 20 or less. The 2018 figures are in use at this moment.

The September meeting was supposed to be 'face to face' and incorporate a Deanery Service to be held at All Saints in the Deansway. Unfortunately, some people did not appreciate that it was an actual meeting and not a voluntary attendance, misunderstood the instructions given, were worried about the lack of motor fuel then available in the UK, or the several other reasons that were given. As it was, those few that attended enjoyed the experience.

November's meeting was again back on Zoom with darker nights and a recurrence of Covid surging in the area. John Preston the Diocesan Secretary dealt with the financial health of the Diocese and explained in detail why certain decisions are being taken on our behalf. Whilst the details are not always pleasant to hear, I am sure that your appointed Deanery Synod Representative has already passed on to you, via your PCC's, the salient points.

On a more positive note, a Deanery Questionnaire was prepared by the Leadership Team and most churches, though not all have replied to that. Analysis of those answers is taking place at the time of writing this summary and some of that evidence and examples will be used at the Diocesan 'Open Conversations 3' due to be held throughout 2022.

Deanery Synod always used to be referred to something along the lines of a 'group of people in a meeting waiting to go home' and many felt that it had lost its way in the greater scheme of things. By reducing the number of Deaneries and increasing the sizes to now include both Rural and Urban Churches there is a strong chance that your church can by using the stronger voice of an expanded group have a meaningful input into the Worcester Diocese. I urge you to make sure that your Representatives regularly report back to you and that you also ensure that your views and wishes go back, via them into the melting pot.

Paul Fulbrook (Worcester Area Deanery Secretary – February 2022)

CONCERTS

After a break of over 15 months with no concerts due to the pandemic, live music finally returned to St Martin's at the WOW Open Day on 3 July. Stage 4 of the Government's lifting of restrictions had been delayed, so the Choir was not allowed to sing, but the day started with organ and trumpet music performed by the 'home team' of John Swindells and Robin Walker. Later in the month we were back in full swing for the Three Choirs Festival, for which we hosted 8 events, more than ever before.

- (a) **Coffee Concerts** were resumed at the beginning of that week and have continued on the fourth Saturday of every month except December, raising an average of £200 per month for the musicians' chosen charities and adding proceeds from coffee and homemade cake to the Concerts fund which benefits St Martin's General account.

There was a thirst for live music, by performers and audiences alike, and our schedules soon began to fill, with public concerts every month from July to December.

- (b) **Worcestershire Symphony Orchestra** was able to resume rehearsals in Church in May, and live streamed an informal concert without an audience in June. Finally, in November, they were able to give their first public concert since February 2020.

(c) **Tiny Tunes**

Our series of live concerts for babies and toddlers also resumed in July, as part of the Three Choirs Festival. This, and the August concert which was part of the Worcester Festival, brought in many new families from the extra publicity. These events were much appreciated during the school holidays when most other children's activities, including nurseries and playgroups, are suspended. Then from September we had to start building our audience again, because many of the previous regulars were no longer toddling, but new families came every month, the news spreading mostly by Facebook and word of mouth. Our youngest audience member was just 2 weeks old when he first came with his mum and big sister.

David and Shirley Scott, Concerts Committee

Donations to Charity

St Martin's aims to donate at least 5% of the church's income, and the Missionary Committee fundraise through the year. Donations to local, national and international charities are made from these sources and from other income. During 2021 donations to these good causes from St Martin's Church were severely disrupted because of the Coronavirus pandemic which affected normal fundraising activities, but some donations were possible and the following gifts are included in the church accounts.

Christian Aid	£1,227	St Paul's Hostel	£600
USPG	£1,100	Worcester Foodbank	£600
Church Army	£900	Worcester Home for the Deaf	£600
Maggs Day Centre	£740	Embrace the Middle East	£563
Acorns Childrens Hospice	£600	Biliki Project Georgia	£198
Childrens Society	£600	Bible Society	£75
Christians Against Poverty	£600	Mission Aviation Fellowship	£75
Church Mission Society	£600	Diocese of Cyprus & The Gulf	£65
Mothers Union	£600	TOTAL	£9,742

St Martin's sponsors concerts featuring local artists who choose a charity to benefit from a collection during the performance. The proceeds are paid directly to the charity and are not included in the church accounts. Due to Covid restrictions only a limited number of concerts took place in 2021. The table below shows the amounts raised net of gift-aid as this is claimed by the charity concerned.

Cancer Research UK	£293	Maggs Day Centre	£173
National Youth Orchestra	£206	St Richards Hospice	£105

St Martin's also organises collections for many charities (including for Christian Aid Week) and facilitates charitable donations at funerals and other events which are not included in the church accounts, but many of these were not possible in 2021 due to Covid restrictions. However a steady stream of gifts (including the Harvest Festival food collection) went to St Paul's Hostel, Maggs Day Centre, Worcester Foodbank, and the Worcester Home for the Deaf.

Financial Report

2021 has been very challenging in many ways, following on from an equally challenging 2020, not least financially due to the Coronavirus pandemic which closed St Martin's Church and Parish Centre at various times. This considerably affected our income from hall and church rental and service plate collections. However, we are very grateful to our planned givers who have continued to support the church financially, in some cases digging deep to give very generous donations well above their normal gifts. We also continued to monitor costs to ensure that any expenditure was justified and gave value-for-money, and In 2021 paid our full Parish Share to the Worcester Diocese.

During some of the pandemic two of our three employees were furloughed but we continued to pay them their full pay. We claimed grants from the Coronavirus Job Retention Scheme and also received Covid-19 Discretionary Business grants from Worcester City Council, both helping considerably to reduce the gap between income and expenditure.

In 2021 the church embarked on several projects. Phase 1 included the refurbishment of the lower vestry kitchen, the installation of a new disabled toilet and improved disabled access at the lower level. Phase 2 includes improving the toilets and refreshment facilities adjacent to the nave, and this was in the planning stage at the end of 2021. Funds for these projects were raised through appeals and grant applications, and a Projects Fund was set up to aid financial management.

Late in 2021 St Martin's received two legacies, one from Fred Allan and a second from Margaret Benson, both long-serving church members who are sadly missed. The latter legacy has some restrictions so a Margaret Benson Memorial Fund was set up to manage this legacy. For most of 2021 the church was heading for a considerable financial deficit. However at the years' end, St Martin's Church finances overall are in good health, due to the generosity of Fred Allan and Margaret Benson and to our planned givers who continue to support the church.

Detailed figures for church income, expenditure and fund balances are given later in this document.

Garth Williams, PCC Treasurer

The Parochial Church Council of St Martin with St Peter

Financial Review

Statement of the PCC members responsibilities regarding financial matters

The PCC members are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the PCC members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC incoming resources and application of resources for that period. In preparing these financial statements, the PCC members are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP 2019
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC members are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the PCC and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the Church Accounting Regulations 2006. They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the PCC on 8/3/22 and signed on their behalf by


(Chair)
Chair of
PCC

Independent Examiner's Report to the Trustees of The Parish of St Martin with St Peter, Worcester

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021 which are set out on pages 20 to 29.

Responsibilities and basis of report

As the charity'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 charity'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.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records ; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.

Signed:

Sally Bishop FCA
Bishops Accountancy Ltd
Chartered Accountants
Unit 3 Elgar Business Centre
Moseley Road
Hallow
Worcester
WR2 6NJ

Date: 5th April 2022

The Parochial Church Council of St Martin with St Peter

Balance sheet (Church of England)

As at: 31 December 2021

	Note	As at 31/12/2021 £	As at 31/12/2020 £
Fixed assets			
Investments	4(b)	209,239	182,777
		<u>209,239</u>	<u>182,777</u>
Current assets			
Debtors	5	3,686	6,153
Cash at bank and in hand		243,087	186,641
		<u>246,773</u>	<u>192,794</u>
Liabilities			
Creditors: Amounts falling due in one year	6	4,624	2,796
Net current assets less current liabilities		<u>242,149</u>	<u>189,998</u>
Total assets less current liabilities		<u>451,389</u>	<u>372,775</u>
Total net assets less liabilities	10	<u>451,389</u>	<u>372,775</u>
Represented by			
Unrestricted			
Unrestricted - General fund	2(b)	16,101	14,203
Designated			
Designated - Concerts Fund	2(c)	1,500	1,500
Designated - Parish Centre Fund	2(d)	2,000	2,000
Designated - Reserve Fund	2(b)	142,382	151,806
Restricted	3		
Restricted - Biliki Fund		—	—
Restricted - Community Care Fund		479	293
Restricted - Flower Fund		680	1,352
Restricted - Margaret Benson Memorial Fund		50,007	—
Restricted - Missionary Appeals Fund		2,014	1,536
Restricted - Organ and Church Music Fund		8,197	13,778
Restricted - Projects Fund		14,871	—
Restricted - Youth Fund		4,688	4,356
Endowment			
Endowment - John Frederick Carter Bequest	2(g)	208,470	181,951
Funds of the church		<u>451,389</u>	<u>372,775</u>

There may be minor discrepancies in the totals as the pence are not being shown

The Parochial Church Council of St Martin with St Peter
Statement of Financial Activities
For the period from 01 January 2021 to 31 December 2021

	Note	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	8(b)	120,106	110,215	—	230,321	132,885
Income from charitable activities	8(c)	30,260	5,481	—	35,741	21,543
Investments	8(d)	11,783	7	—	11,790	12,153
Other income		2,835	—	—	2,835	2,592
Total income		164,985	115,703	—	280,688	169,173
Expenditure on:						
Raising funds	8(e)	100	—	—	100	224
Expenditure on charitable activities	8(f)	172,355	56,082	—	228,437	173,560
Total expenditure		172,455	56,082	—	228,537	173,784
Gains / losses on investment assets	4(b)	(56)	—	26,518	26,462	11,336
Net income / (expenditure) resources before transfer		(7,526)	59,621	26,518	78,613	6,725
Transfers						
Gross transfers between funds - in	8(g)	18,378	—	—	18,378	9,821
Gross transfers between funds - out		(18,378)	—	—	(18,378)	(9,821)
Other recognised gains / losses						
Net movement in funds		(7,526)	59,621	26,518	78,613	6,725
Reconciliation of funds						
Total funds brought forward	9	169,509	21,315	181,951	372,775	366,051
Total funds carried forward	10	161,983	80,936	208,470	451,389	372,775

There may be minor discrepancies in the totals as the pence are not being shown

The Parochial Church Council of St Martin with St Peter

Summary of income and expenditure From January 1st 2021 to December 31st 2021

	2021 (£)			2020 (£)		
	Income	Expenditure	Difference	Income	Expenditure	Difference
Planned giving	77,770			87,743		
Gift Aid received	19,070			21,633		
Plate collections	1,935			656		
Legacies	56,889			1,000		
Donations	5,245			8,797		
Coronavirus Grants	8,162			9,080		
Bank/Building Society interest	608			1,015		
John Carter Bequest	5,290			5,109		
Parish Share		105,914			105,914	
Church Insurance		5,400			5,520	
Church utility bills		4,797			5,459	
Church maintenance & repairs		3,660			3,748	
Alms from St Martin's		6,640			7,150	
Sub-total	174,969	126,411	48,558	135,033	127,791	7,242
Salaries, honoraria & expenses	2,000	28,672	(26,672)	2,000	28,773	(26,773)
Missionary Fund	3,422	2,944	478	2,023	1,872	151
Biliki Fund	198	198	0	88	88	0
Projects Fund	52,630	37,759	14,871	-	-	-
Young People	8,933	8,601	332	1,903	1,792	110
Parish Centre	17,070	7,593	9,477	14,398	6,330	8,068
Garages	5,892	0	5,892	6,029	0	6,029
Concerts	7,620	1,795	5,826	1,787	474	1,313
Magazines (printing costs n/a)	2,280	0	2,280	3,416	46	3,370
Other income and expenditure	5,672	14,564	(8,892)	2,496	6,619	(4,123)
Total	280,688	228,537	52,151	169,173	173,784	(4,611)

There may be minor discrepancies in the figures above as the pence are not being shown

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2021 to December 31st 2021

1 Summary of significant accounting policies

(a) General information and basis of preparation

The charity (St Martin with St Peter PCC) constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

Unrestricted general funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Unrestricted designated funds are used by the trustees for particular projects and purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. These funds cannot be used by the trustees for any other purposes unless determined by the Courts or the Charity Commissioners. The aim and use of each restricted fund is set out in note 3 in the financial statements. Specific fund policies are detailed in note 2.

Endowment funds are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2021 to December 31st 2021

(c) Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Dividends and interest are accounted for when receivable.

Gift Aid received from donations is recognised during the financial year in which the donation is received.

Rental income from the letting of church premises, income from church magazine adverts and any other income is recognised when receivable.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Costs of raising funds comprise those costs directly attributable to fund raising events.

(e) Tangible fixed assets

Expenditure on equipment used within the church is depreciated on a straight line basis over 4 years. Individual items of equipment costing £1,500 or less are written off when the asset is acquired

(f) Fixed asset investments

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2021 to December 31st 2021

(g) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(h) Pensions

Contributions to defined contribution plans are expensed in the period to which they relate.

(i) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2 Specific fund policies

(a) Free Reserves

The PCC will try to maintain a balance on Free Reserves equivalent to at least six months Unrestricted Funds expenditure. This is held to smooth out fluctuations in cash flow and to meet emergencies. If the reserves fall below this level, the PCC will plan to reduce expenditure and increase income so that this balance can be achieved. Free Reserves comprise the General Fund and the Designated Funds. Refer to note 11 for a compliance check.

(b) General Fund

This must be maintained at a higher level than the total of the other unrestricted funds (except the Reserve Fund). If needed, the Treasurer can transfer money from the Reserve Fund to the General Fund.

(c) Concerts Fund

This generates profits received from church musical events. A balance of £1,500 in this fund is maintained at year-end, with the surplus being transferred to the General Fund.

(d) Parish Centre Fund

This fund is used to financially manage the Parish Centre and any profit is used for the church general purposes as decided by the PCC. A balance of £2,000 in the Parish Centre Fund is maintained at year end by transfer to or from the General Fund.

(e) Projects Fund

This was set up by the PCC in January 2021 to financially manage major church projects. The PCC reserves the right to close the Projects Fund and transfer any money to the General Fund.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2021 to December 31st 2021

(f) Margaret Benson Memorial Fund

St Martin's Church received a substantial legacy in 2021 from the estate of the late Margaret Benson. The legacy was donated to the Vicar and Churchwardens of St Martin's Church "for such religious purposes in the said Parish as the said Vicar and Churchwardens shall in their absolute discretion think fit". Accordingly the legacy was deposited in the restricted Margaret Benson Memorial Fund.

(g) Endowment Fund - John Frederick Carter Bequest

St Martin's Church received a bequest in 2008 from the estate of John Frederick Carter. The capital is invested in the CBF Church of England Investment Fund administered by CCLA. The church receives the dividend from the investment but is not allowed to spend the capital.

3 St Martin's Restricted Funds

These funds contain donations for particular purposes specified by the donor. By law these funds cannot be used by the PCC for any other purpose. The groups managing these funds have to give notice to the PCC for any substantial expenditure, and the PCC has the authority to veto such expenditure if it was to cause financial hardship to St Martin's Church.

- **Biliki Fund** – to support charitable activity in Biliki, Georgia. Donations to this fund are from specific appeals, and the donations are distributed by the Missionary Committee.
- **Community Care Fund** – to support charitable activity in the parish. This is administered by the Community Care Committee. Fundraising is mainly from donations at the weekly Pop-ins café in St Martin's Church lower vestry.
- **Flower Fund** – to fund the cost of flowers in St Martin's Church. Supported by donations and administered by the church Flower group.
- **Margaret Benson Memorial Fund** – a bequest from a late member of St Martin's Church to support religious activities in the parish, at the discretion of the Rector and Churchwardens.
- **Missionary Appeals Fund** – to support local, national and international charities. Donations through regular appeals, coffee mornings, plant sales etc, and administered by the Missionary Committee.
- **Projects Fund** – to financially manage current and future planned projects. The Fund is administered by the PCC.
- **Organ and Church Music Fund** – for the maintenance of the St Martin's pipe organ, together with funding for replacement of printed church music and support for the church choir. The Fund is administered by the church Director of Music.
- **Youth Fund** – to support young people's activities in church and in the community. Fundraising by specific appeals and events. It is administered by the Younger Generations Committee.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2021 to December 31st 2021

4 Fixed Assets (Capital value)

(a) **Church Furniture, Office Fittings and Equipment, etc.**

Assets have been written off in the year of purchase or depreciated to Nil.

(b) **Investment assets**

(i) CBF Church of England Fixed Interest Securities Fund – 486 shares

The income from this is paid into the General Fund. No shares were added or sold during the year.

(ii) CBF Church of England Investment Fund – 8,902.07 shares

The income is paid into the General Fund and can be used for any ecclesiastical purpose but the capital (received from a 2008 bequest) cannot be spent. No shares were added or sold during the year.

	Valuation 31/12/21	Change in value in 2021	Valuation 31/12/20
CBF Fixed Interest Securities Fund	£770	(£56)	£826
CBF Investment Fund (capital)	£208,470	£26,519	£181,951
Total	£209,239	£26,462	£182,777

5 Debtors

	2021	2020
Gift Aid rebate	£2,168	£3,232
Other debtors	£1,518	£2,921
Total	£3,686	£6,153

6 Liabilities: Amounts falling due within one year

Creditors for goods and services	£4,624	£2,796
There are no long term creditors.		

7 Staff Costs

(a) Mrs Rebecca Caskie (Team Administrator) - gross		
St Martin's PCC contribution :	£10,619	£10,534
Worcester South East Team contribution:	£2,000	£2,000
(b) Mrs Donna Vickers (cleaner) - gross	£8,700	£8,745
(c) John Swindells (Director of Music) - gross	£7,081	£7,000
(d) Organist holiday cover	£80	£0
(e) Gross wages, salaries and benefits in kind	£28,480	£28,278
(f) Employer's national insurance costs	£0	£0
(g) Pension costs	£192	£190
(h) Total staff costs	£28,672	£28,468

No employees received total employee benefits (excluding employer pension costs) of more than £60,000.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2021 to December 31st 2021

8 Statement of Financial Activities

In this statement:

- (a) *Unrestricted Funds* includes Unrestricted and Designated Funds
- (b) *Donations and Legacies* includes Planned Giving and Gift Aid
- (c) *Income from charitable activities* includes Parish Centre rents, magazine income, fees from weddings and funerals etc.
- (d) *Income from Investments* includes the dividend from the church investment assets (see note 4) and garage rents.
- (e) *Expenditure on raising funds* includes Planned Giving and Concerts expenses
- (f) All other expenditure is classed as *charitable activities*, including Parish Share, insurance, energy costs, salaries etc. For further details, refer to the *Summary of Income and Expenditure*.
- (g) The *transfers between funds* are predominantly the transfers of income from the Concerts and Parish Centre Funds to the General Fund, and from the transfers of funds between the General Fund and the Reserve Fund.

9 Fund Reconciliation

FUNDS	At 1.1.2021 £	Transfers £	Income £	Outgoings £	Gains/ (Losses) £	At 31.12.2021 £
Unrestricted	169,509	0	164,985	172,455	(56)	161,983
Restricted	21,315	0	115,703	56,082	0	80,936
Endowment	181,951	0	0	0	26,518	208,470
Totals	372,775	0	280,688	228,537	26,462	451,389
	At 1.1.2020 £	Transfers £	Income £	Outgoings £	Gains/ (Losses) £	At 31.12.2020
Unrestricted	172,731	0	164,831	168,082	29	169,509
Restricted	22,675	0	4,342	5,701	0	21,315
Endowment	170,645	0	0	0	11,307	181,951
Totals	366,051	0	169,173	173,784	11,336	372,775

There may be minor discrepancies in the figures above as the pence are not being shown

10 Analysis of net assets by fund

2021	Unrestricted Funds (£)	Restricted Funds (£)	Endowment Funds (£)	Total (£)
Fixed assets	770	0	208,470	209,239
Current assets	164,164	82,609	0	246,773
Current liabilities	(2,951)	(1,673)	0	(4,624)
Net total assets	161,983	80,936	208,470	451,389
2020	Unrestricted Funds (£)	Restricted Funds (£)	Endowment Funds (£)	Total (£)
Fixed assets	826	0	181,951	182,777
Current assets	170,600	22,194	0	192,794
Current liabilities	(1,917)	(879)	0	(2,796)
Net total assets	169,509	21,315	181,951	372,775

There may be minor discrepancies in the figures above as the pence are not being shown

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2021 to December 31st 2021

11 Check for compliance to Reserves Policy

Free Reserves (General Fund + Designated Funds) at year-end: £161,983

Six months Unrestricted Funds expenditure: £86,228

Therefore St Martins Church conforms to the PCC Reserves Policy (see note 2a).

12 Independent examiner's remuneration

The independent examiner's remuneration for the 2021 accounts amounts to an independent examination fee of £400 + VAT, totalling £480. (2020: nil)

13 Related party transaction

In 2021 St Martin's received donations of £45,595 (2020: £45,585) from PCC members.

14 Trustees' and key management personnel remuneration and expenses

St Martin's considers its key management personnel are the members of the PCC.

PCC members neither received nor waived any remuneration during 2021 (2020: £nil).

The members of the PCC did not have any expenses reimbursed during 2021 (2020: £nil).

15 Contingent asset

During 2021 the charity received a legacy of £50,000. A further amount in the region of £30,000 is expected to be received in the future. As the amount cannot be accurately measured it is not included in these financial statements.

Accounts

THE PARISH OF ST MARTIN WITH ST PETER

In the Worcester East Deanery of the Diocese of Worcester

Worcester South East Team Ministry

**ANNUAL REPORT
&
FINANCIAL STATEMENTS**

of the

PAROCHIAL CHURCH COUNCIL

For the year ended 31st December 2020

Incumbent: Rev'd Peter Hart
The Rectory
6 St Catherine's Hill
Worcester
WR5 2EA

Bank: CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Independent Examiner: Mr Roger Waters-Duke
Jasmine House
77 Glaziers Lane
Normandy
Guildford
Surrey
GU3 2DF

Parish No. W6.08a

Registered Charity No. 1128519

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Current PCC members (until 2021 Annual Parochial Church Meeting)

Ex officio:

Rector:	Chair	Revd Peter Hart	
Other Clergy:	Assistant Curate	Revd Dr Robin Parry	
Licensed Reader:	<i>(Appointed by APCM)</i>	Mike Bunclark	
Churchwardens:	<i>(Elected annually by AVM)</i>	Elizabeth Yarker	Vacancy
Deputy Churchwardens:	<i>(Elected annually by AVM)</i>	Barbara Richards	Vacancy
Representatives on the Deanery Synod:	<i>(Elected by APCM for 3yrs to 31st May 2023)</i>	Michael Bunclark	
		Anthony Glossop	
		Shirley Scott	

Representatives of the laity

(Four elected by APCM each year, for 3 years)

<i>To 2021 APCM:</i>	Ginny Duckett	Joy Grimwood
<i>To 2022 APCM:</i>	Ruth Kirwan	
	Elizabeth Frani	Julia Glossop*
	Gail Rowley*	Martin Rowley
<i>To 2023 APCM:</i>	Bill Simpson	Christine Williams*
	Sheila Farthing	David Scott

Co-opted: (Max'm of 2) *(Elected annually by PCC)*

Maximum voting members: 23, actual: 19 A quorum is one third of voting members

PCC Officers:

(Elected annually By PCC)

Lay Vice Chair	Elizabeth Yarker
Secretary	Nick Harrison
Hon. Treasurer	Garth Williams
Hon. Deputy Treasurer	Bill Simpson
Planned Giving Recorder	Christine Williams
<i>(Appointed by APCM)</i> Safeguarding Officer	Malcolm McMurray (pro-tem)
Electoral Roll Officer	Julia Glossop
Independent Examiner	Roger Waters-Duke

AVM:- Annual Vestry Meeting.

The Lay Vice Chair must be a PCC member. Appointments continue until changed by the APCM.

Deputy Churchwardens and PCC Officers are NOT PCC members unless otherwise elected or co-opted.

**Trustees (three) to whom responsibility has been delegated for the reporting of serious safeguarding and other incidents to the Charity Commission.*

Structure, Governance and Management:

The method of appointment of PCC members is 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 carries out its activities via a number of committees and working parties, using a mixture of PCC members and co-opted members. It has a Standing Committee to undertake any urgent PCC business between PCC meetings, and to prepare agendas for the PCC meetings.

Other committees are:

Community Care (Chair: Isobel Maher)	Concerts (Chair: Shirley Scott)
Finance & Management (Chair: Anthony Glossop)	Magazine & Publicity (Chair: Jim Wheldon)
Missionary (Chair: Elizabeth Yarker)	Social (Chair: Alison Fraser)

Rector's Report

It gives me great pleasure to commend this report to the parish. These have been difficult times, we have been hugely restricted, but faith, prayer and a desire to worship have enabled us to continue functioning as a parish through three lockdowns and the limitations imposed by social distancing. I have only been here for 8 months, but I still feel that we have done a lot of work together, as well as maintain our worship and our social contacts.

I owe a great deal of thanks to many people. Elizabeth Yarker has worked tirelessly as warden, and has even mastered Zoom for PCC meetings. Her initiative and week by week commitment to the life of St Martin's is admirable. John Swindells has continued to provide us with excellent music, both in church and online, and he has been coaxing the choir back little by little. David & Shirley Scott have ensured the digital presence of the parish has continued, so that both on a Sunday and through the week parishioners – and many others from around the world - have been able to join us in worship from their own homes.

I am delighted that Sheila Farthing has taken up the challenge of co-ordinating our work with children and families, working alongside Sian Morgan our Mission Enabler to bring families together online and to start realistic planning for the safe return of parish activities for families through the week at St Martin's. Carol Parry, ably helped by Robin, has already got us started with Forest Church, meeting in Whittington churchyard, and the response has been very positive. There are many opportunities ahead, and everyone can get involved in one way or another with all our work with families. Nick Harrison and his merry band of contributors and editors have kept the parish magazine going through thick and thin, and we are most grateful to all of them for their hard work. Special thanks also go to Anthony Glossop and David Hall for making such quick progress with the development work in the lower vestry – it is a space of which we can be very proud. Terry Dillingham has worked with Garth Williams, our excellent treasurer, to raise over £45,000 already for this work, and we must acknowledge his expertise in fundraising and wish him well as he steps back from this task: he has got the Widening our Welcome fundraising campaign off to a flying start.

Mike Bunclark has assisted me wonderfully with the administration of worship, both in church and online – it is Mike who has kept our prayer and worship going through these difficult times, and we are very grateful for all that he has done over the year. At the heart of St Martin's and the Worcester South East Team is Rebecca, our administrator, who keeps me on the straight and narrow, quietly but efficiently maintains our parish communications and ensures the smooth running of the office. I would be lost without her.

The future remains uncertain, despite various easings of restrictions being dangled before us. We will proceed with caution, doing our utmost not to put people's health at risk as we start to spend more time together in church and in our homes. The first thing to look out for is the return of the full choir, and soon we will start to welcome families to St Martin's for the baptism of their children. We have been able to hold some Bible Study sessions online, but we will be looking to meet together in church for study and spiritual development, especially now that we have such good facilities in the lower vestry. The clergy team will be holding regular baptism preparation sessions in church, starting in May, so that families who are looking for baptism know and understand exactly what we will be doing for their child and their wider family on the day. Music in its rich variety is set to return to St Martin's too, starting (we hope) on Saturday 3rd July with a concert and other contributions from our choir and organists, local schools and the Worcester Philharmonic Orchestra as we officially launch our Widening our Welcome Appeal. We will also be hosting some of the Three Choirs Festival concerts this summer, which will bring a wider audience into St Martin's.

How we set out priorities now will determine how we can grow as a parish. We have great facilities, a large pool of people and expertise on which to draw, a lot of creative thinking and energy, backed up by prayer and faithful witness. I trust that this coming year will be one of opening St Martin's up increasingly to the

local community, so that we can share Christ's love in practical ways as well as spiritual ways, and so that Christ's kingdom of justice and peace can be ushered in more fully in our parish. The Kingdom priorities of love, care and worship, social engagement and action to address the climate emergency must characterise the life and work of St Martin's in this year of opportunity. It is very exciting, and I look forward to exploring all that God has in store for us over the coming year.

Peter

Churchwarden's Report

We survived 2020, a very strange year.

When we first heard of a dangerous new illness in Wuhan in January, it seemed very remote. By the end of February coronavirus was rampant in Europe, and spreading in Britain. By 15th March government precautions peremptorily cancelled our Lent Hunger Lunch. And by Mothering Sunday all churches were shut for the first time since King John quarrelled with the Pope in 1208. Services were quickly moved onto "Zoom." People unfamiliar with this technology adapted rapidly. We thank our clergy Andy Stand and Robin Parry for team-wide worship, which Mike Bunclark "hosted." As well as the Sunday service, Morning Prayer and Compline have been said most days. A telephone chain was established to keep the congregation in touch, which has been a lifeline for many people who have valued the regular contacts. After eleven ordinary Sundays we were shut for nineteen, before we were able to re-open cautiously on 2nd August in the Lady Chapel with chairs precisely two metres apart. The following week services resumed in the Nave, with the Peter and Paul Altar below the Chancel steps. David and Shirley Scott live-streamed them on Facebook. We rejoiced to be back, to hear the organ, then the choir, back in good voice, though it was hard not to be able to sing with them. At last we could take communion again, though with hands slathered in sanitiser, and no chalice, it did not feel quite right. We were locked down again in November after fourteen weeks of freedom, just after a successful All Souls Day memorial service. However our Remembrance Day Ceremony was limited to the Rector and churchwarden, with the bugler, John Swindells our organist, attended by David and Shirley on camera and sound. A small crowd of parishioners watched from the pavement. Luckily the lockdown was lifted after four weeks, so we could celebrate Advent and Christmas in a rather sober style, before going back on-line again in the New Year. What a year!

While worship and all church social activities were badly affected, administration and finance also took a hit. Rebecca Caskie has been working from home, emailing the Bulletin and Magazine. Luckily, she found a business which printed and posted the bulletin to people not on-line. We thank her for juggling work with home-schooling, keeping us all informed, and helping us through all uncertainties. Garth and Christine Williams, with help from Bill Simpson, have guarded the Church finances, hard hit by closure of the Parish Centre, orchestra and concerts, with more than usual efficiency. They took advantage of the government furlough scheme to support John Swindells, and Donna Vickers our cleaner. Other supporting grants, generous donations and faithful planned givers have helped us pay the Parish Share in full, and to give our usual Alms. Thank you, everyone.

In January we welcomed Sian Morgan as Mission Enabler to the Team, on the Calling Young Disciples scheme. She has helped Messy Church and Jam Club with on-line activities, while encouraging cross-team co-operation for future activities. Gail and Martin Rowley with Liz Frani and Karen Vallance have been in constant touch with our church families, giving practical support where needed. Barbara Richards has sent all of them birthday cards. The young people made a banner thanking the NHS which went up outside Church. Many of them also 'joined our flock', making sheep which went round the crib at Christmas. The 4 Front Theatre came again in December. Then the children were given a Real Advent Calendar with the Christmas story included, and they enjoyed the Posada. We thank Gail and Martin for all they have done for our young people, particularly through this difficult time.

In July we said farewell to Lindsey Coulthard as she was licensed to work at St Stephen's before her Ordination in September. Our loss is St Stephen's gain. We thank Lindsey for her long and thoughtful involvement at St Martin's, and for her loving care for us.

However, the most eagerly anticipated event in 2020 was the arrival of our new Rector, Rev'd Peter Hart and Beverley. We expected them in May, but coronavirus delayed them until 1st September. We were allowed just thirty people at the Institution, so everyone present took a part. (In fact we had thirty one, as the new Bishop of Dudley slipped in to see how it was done.) Despite our regret at the limited festivities the sense of relief was palpable. Social distancing and restrictions have made it a difficult start, but Peter soon got us moving.

As the APCM was delayed until October Peter was able to chair it. First, we thanked Philip Clayton, Deputy Warden, and Sheila Treacher, Safeguarding Officer, who were both standing down. Malcolm McMurray retired after his six enormously valuable years as Church Warden, having spent an extra six months in office because of the delayed APCM. Malcolm worked tirelessly to keep us in line with Covid regulations and restrictions, and spent lockdown sweeping the church free of cobwebs! (Sadly, the spiders are fighting back.) He remains Parish Centre Manager, and continues to nurse the boiler. He has also taken over Safeguarding. We owe Malcolm a huge debt of gratitude. Then Peter outlined his clear intention to reach out to far more people in the Parish, and urged us to develop the plans that had been aired for some time. This was widely welcomed. By December David Hall had organised the refurbishment of the Lower Vestry with a much enlarged kitchen, and appropriate permissions were applied for, ready to start in January. Interesting moves to insert a disabled toilet in the Boiler Room were also well in hand, and longer-term thought was being given to improving the existing upstairs toilets.

We began 2021 in lockdown again, but encouraged and optimistic

Report on the fabric, goods and ornaments of the church

The Finance and Management Committee have worked hard to ensure that the fabric of the Church is in good repair.

Efforts have so far failed to establish the cause of a leak in the roof during a particularly heavy downpour. A drone has been used to inspect the area of the leak without success. Other measures are in hand.

A new sink and water-heater have been installed in the Sacristy to enable the Communion vessels to be washed in hot water, as the existing heater was worn out, and the sink was very small.

The Nave floor was repolished during the summer, and worn locks were replaced on the Office door and on the main East End door.

Efforts to improve the heating in church continue. A leaking valve has been replaced in the boiler. It was unreliable, and has subsequently found to be faulty. We hope its replacement has solved the problem. A sensor has also been installed which can be read remotely.

The broken Warden's staff has been replaced.

Plans to refurbish the Lower Vestry have been approved to begin work in January. Plans to install a disabled toilet in the boiler room are well advanced, but await appropriate permissions.

A Quinquennial Inspection is due in 2021.

Safeguarding Report

The Parochial Church Council and the incumbent have a duty of care to ensure the protection of the vulnerable in their church community. In terms of safeguarding, the incumbent and the PCC have implemented The House of Bishops' Safeguarding Policy 'Promoting a Safer Church', and is compliant with its 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).

Our Safeguarding Officer, Sheila Treacher, has stood down after 7 years in the role. We are thankful for all her work over a period that has seen dramatic changes to safeguarding practices in the Church of England. No nominations for the role were received at the APCM.

Malcolm McMurray has agreed to stand as acting P.S.O. until such time as a permanent appointment can be made.

The PCC has adopted a policy statement on the recruitment of ex-offenders, and ensures that all those responsible for working with children, young people and vulnerable adults on behalf of the church are recruited in accordance with the House of Bishops' Safer Recruitment Practice Guidance.

We currently have three activities involving children: Messy Church, JAM (Jesus and Me) Club, and Tiny Tunes, although all three have been suspended since March due to coronavirus.

Activities involving adults are: Home Communion, Community Care home visits and Community Care outings and lunches.

Role descriptions for most posts to which safeguarding applies have been adopted by the PCC, and others are in preparation.

Two DBS referrals for working with children were processed in 2020. Four DBS accreditations lapsed, two of which are being renewed and two are no longer active.

No training took place due to Coronavirus. 'Foundations' (C1) repeat training is now overdue for ten people. Also, PCC members are now required to undertake 'Basic Awareness' (CO) training.

Both of these courses are now available on the CofE safeguarding training portal:

<https://safeguardingtraining.cofeportal.org> Any member of the church who is interested in finding out more about safeguarding in the Church of England should view the 'Basic Awareness' training module.

Currently, we have ten people working with children, ten with adults and five with both.

Clergy and Churchwardens are processed by the Diocesan Office.

It was not necessary to seek advice from the Diocesan Safeguarding Advisor or her assistant.

There are no current safeguarding agreements in place.

No serious incidents have occurred which would require a report to the Charity Commission.

The PCC agenda includes a standing item for a Safeguarding report, and it regularly reviews our safeguarding policy and procedures. An updated Safeguarding policy was adopted by the PCC at its meeting on 14th January 2020.

The safeguarding audit is now actioned using the online Safeguarding Dashboard App, and at the end of 2020 we were compliant with 45 of the 77 measures.

The Dashboard generates an Action Plan for the PCC to consider, and identifies specific issues to be addressed in order to achieve greater compliance. In particular, we need to catch up with training, and ensure compliance with the "Safer Recruitment Practice Guide", and the "Safer Environment and Activities Practice Guide".

The Parochial Church Council of St Martin with St Peter

Decisions and Actions 2020

Mtg Date	Decisions	Actions	Notes
14 th Jan. L. Vestry	AGREED to adopt a Policy for Legacies AGREED to adopt a new Safeguarding Policy, replacing the previous two policies.	The Missionary Committee has made donations to 8 charities totalling £825. Julia Glossop was appointed to the Trustee Panel for the reporting of serious safeguarding events.	No date yet for the Induction of Peter Hart as Rector. The community Care lunch will be on 14th February, and the Lent Lunch on 15th March.
11 th Feb. L. Vestry	The PCC Handbook was ADOPTED It was AGREED that the Treasurer should set up an arrangement to enable donations to be received via the church website	A report was received from Gail about the Calling Young Disciples Hub meeting. The work that the Mission Enabler, Sian Morgan, will be undertaking in the team over the next three years was outlined.	A date of 17th May has been suggested for the Induction of Peter Hart, but there are no further details as yet. 58 bookings had been received for the Community Care Lunch on 14th February
10 th Mar. L. Vestry	The results of the questionnaire about the Weekly Bulletin were considered and it was AGREED to continue with the new format and to provide 10 copies of "Live the Word" for those who required them. It was AGREED that Malcolm should act as Assistant Safeguarding Officer to process the safeguarding audit using the Parish Dashboard App. The draft Annual Report was ADOPTED	It was reported that we are complying with the recent C of E Coronavirus guidance for church services. The Electoral Role and the APCM Notices have been issued. The APCM is to be on 28th April.	The Lent Lunch is to be held on Sunday 15th March. A Team Barbecue is being planned for 11th July
DUE TO THE GOVERNMENT LOCKDOWN, THE CHURCH WAS CLOSED TO ALL PUBLIC SERVICES FROM TUESDAY 22 ND MARCH			
14 th July ZOOM	It was AGREED that the first public service will be on 9th August at 10.00am The Induction of Peter Hart as Rector will be on 1st September. Further details are awaited. It was AGREED that the APCM will be on 11th October. A Lone Worker Policy was ADOPTED	The Zoom Services were generally felt to be a success. When Services resume in church, they will be live-streamed on Facebook. A Coronavirus Risk Assessment has been prepared for the re-opening of the church for public worship. The annual financial report has been signed off by the auditor.	The Revd Peter Hart and Sian Morgan joined the meeting
8 th Sept L. Chapel	A procedure for managing safeguarding concerns or allegations was ADOPTED. A list of church members authorised to work with children or vulnerable adults was ADOPTED and will be displayed in the church. For safeguarding purposes, Messy Church, Jam Club and Tiny Tunes were Confirmed as church activities. Role descriptions for Home Communion Assistant, Children's Work Leader and Children's Work Assistant were ADOPTED.	Peter Hart is to give consideration to the pattern of worship. Robin presented proposals for Forest Church for children and families. Sheila Treacher has decided to step down as Parish Safeguarding Officer. Malcolm will 'stand in' until a new PSO is appointed. All PCC members are now required to complete 'Basic Awareness' Safeguarding Training.	Services during lockdown were reviewed, what was missed / not missed, and what should be kept or dropped. It is planned to hold the APCM in the church on 11th October Peter Hart explained the consultation document on the reduction of deaneries from 13 to 6.

DUE TO THE GOVERNMENT LOCKDOWN, THE CHURCH WAS CLOSED TO ALL PUBLIC SERVICES FROM THURSDAY 5th NOVEMBER UNTIL SUNDAY 6th DECEMBER

Mtg Date	Decisions	Actions	Notes
11 th Oct AVM & APCM In Church	Elizabeth Yarker elected as Churchwarden (one vacancy) Barbara Richards elected as Deputy Churchwarden (one vacancy) Julia Glossop elected as Electoral Roll Officer There were no nominations for Parish Safeguarding Officer (Malcolm McMurray will continue as Acting PSO) Roger Waters Duke appointed as Independent Examiner. Mike Bunclark, Anthony Glossop & Shirley Scott elected as Deanery Synod Representatives. Sheila Farthing, David Scott, Bill Simpson, Christine and Garth Williams elected to the PCC.	Reports received: - Electoral Roll report - Annual Report of the PCC - Safeguarding report - Fabric, Goods & Ornaments report - Audited Financial Statement - Deanery Synod Proceedings	
11 th Oct PCC In Church	Elected: - Elizabeth Yarker as Vice Chair - Nick Harrison as PCC Secretary - Garth Williams as Treasurer - Bill Simpson as Deputy Treasurer - Christine Williams as Planned Giving Recorder - Sidespersons		
10 th Nov ZOOM	It was AGREED to: - donate Alms to the ten Charities supported in previous years (approx. £7000) - Continue to pay our full Parish Share for 2020 - Continue to pay our three employees their full pay. It was AGREED to progress the proposed improvements to the Lower Vestry. Policies relating to the recruitment of ex-offenders and the use of Social Media were ADOPTED It was AGREED to donate the old concert lighting to another church.	Peter Hart introduced his draft Mission Statement and indicated that the Mission Action Plan should now be reviewed. Arrangements need to be put in place for the regular review of PCC Policies All PCC members are now required to undertake the safeguarding 'Basic Awareness' training. This can be done online.	Elizabeth is cataloguing the church archives. The Treasurer reported that the full year deficit for 2020 is likely to be £15,000 to £20,000. The Harvest Produce Sale realised £579. The Advent Appeal will be in aid of 'Embrace the Middle East'
8 th Dec ZOOM	The refurbishment of the Lower Vestry and the alterations to the boiler room to provide a disabled toilet were considered and APPROVED.	Peter outlined the plans for Christmas Services.	It was confirmed that the WSO have a Safeguarding Policy in place. There are ongoing problems with the church boiler which are being addressed. The Treasurer reported that due to several generous donations, the full year deficit for 2020 will be less than anticipated.

The Parochial Church Council of St Martin with St Peter

Church Statistics

	2020	2019	2018	2017	2016
Number on the electoral roll (31 December)	123	118 ⁽¹⁾	155	157	158
Average attendance at Sunday services (adults/children)	[2]	92/4	102/2	106/3	109/5
Total attending services on Easter eve/day	[2]	131	218	161	176
Total attending services on Christmas eve/day	[2]	272	378	471	449
Average attendance at Messy Church, Children	[2]	32	27	22	26
Adults (including helpers)		36	34	30	34
Total "worshipping community"	165	189	161	156	158
Safeguarding					
Persons registered as working with children	16	9	9	9	N/A
Persons registered as working with vulnerable adults	16	16	22	27	N/A
Audit: Fully compliant measures	<i>See Safe-guarding Report</i>	<i>See Safe-guarding Report</i>	12	13	N/A
Partially compliant measure			6	5	N/A
Not compliant measures			1	1	N/A
Number of weddings/blessings at St. Martin's	3	7	5	7	7
Number of baptisms	2	15	12	14	15
Number of church funerals/burial of ashes/ crem. funerals	13	20	26	29	28
Planned giving (including gift aid)	£109,376	£110,518	£101,318	£100,136	£100,148
No. of Planned Givers (S.O.'s and envelopes)	92	96	104	106	108
Average giving per giver	£1,188.87	£1,151.23	£974.21	£944.68	£927.30
Parish Share (to Diocese)	£105,914	£103,837	£110,411	£91,894	£78,655
Total expenditure	£173,784	£179,499	£158,710	£165,178	£161,341
Surplus / (Deficit)	(£4,611)	(£3,820)	(£16,847)	(£107)	£16,722
Current Assets less Liabilities "liquid assets"	£189,998	£195,254	£198,411	£215,257	£215,365
Total funds c/f	£372,775	£369,493	£340,894	£362,017	£350,048

NOTES: [1] New Electoral Roll.

[2] Due to COVID19, Services were held in church on 11 Sundays only; Easter and Christmas attendance was much reduced

The Parochial Church Council of St Martin with St Peter

Balance sheet (Church of England)

As at: 31 December 2020

	As at 31/12/2020	As at 31/12/2019
	£	£
Fixed assets		
Investments	182,777	171,441
	<u>182,777</u>	<u>171,441</u>
Current assets		
Debtors	6,153	4,934
Cash at bank and in hand	186,641	192,814
	<u>192,794</u>	<u>197,748</u>
Liabilities		
Creditors: Amounts falling due in one year	2,796	3,138
Net current assets less current liabilities	<u>189,998</u>	<u>194,610</u>
Total assets less current liabilities	<u>372,775</u>	<u>366,051</u>
Total net assets less liabilities	<u>372,775</u>	<u>366,051</u>
Represented by		
Unrestricted		
Unrestricted - General fund	14,203	18,388
Designated		
Designated - Concerts Fund	1,500	1,500
Designated - Parish Centre Fund	2,000	2,000
Designated - Reserve Fund	151,806	150,843
Restricted		
Restricted - Biliki Fund	—	—
Restricted - Community Care Fund	293	441
Restricted - Flower Fund	1,352	1,475
Restricted - Missionary Appeals Fund	1,536	1,250
Restricted - Organ and Church Music Fund	13,778	15,351
Restricted - Youth Fund	4,356	4,158
Endowment		
Endowment - John Frederick Carter Bequest	181,951	170,645
Funds of the church	<u>372,775</u>	<u>366,051</u>

The financial report was approved by the Parochial Church Council on March 16th 2021, subject to any errors found in the Independent Examination. The approval is recorded in the minutes.

The meeting was held on Zoom due to CoronaVirus restrictions.

There may be minor discrepancies in the totals as the pence are not being shown

The Parochial Church Council of St Martin with St Peter
Statement of Financial Activities
For the period from 01 January 2020 to 31 December 2020

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<i>Income and endowments from:</i>					
Donations and legacies	129,481	3,405	—	132,885	120,164
Income from charitable activities	20,606	937	—	21,543	39,194
Investments	12,153	—	—	12,153	12,904
Other income	2,592	—	—	2,592	3,416
Total income	164,831	4,342	—	169,173	175,679
<i>Expenditure on:</i>					
Raising funds	224	—	—	224	222
Expenditure on charitable activities	167,858	5,701	—	173,560	179,257
Total expenditure	168,083	5,701	—	173,784	179,479
Net income / (expenditure) resources before transfer	(3,251)	(1,360)	—	(4,611)	(3,801)
<i>Transfers</i>					
Gross transfers between funds - in	9,821	0	—	9,821	15,403
Gross transfers between funds - out	(9,821)	—	—	(9,821)	(15,403)
<i>Other recognised gains / losses</i>					
Gains / losses on investment assets	29	—	11,307	11,336	28,958
Net movement in funds	(3,222)	(1,360)	11,307	6,725	25,157
<i>Reconciliation of funds</i>					
Total funds brought forward	172,731	22,675	170,645	366,051	340,894
Total funds carried forward	169,509	21,315	181,951	372,775	366,051

In the Statement of Financial Activities (SOFA) above:

- *Unrestricted Funds* includes Unrestricted and Designated Funds
- *Donations and Legacies* includes Planned Giving and Gift Aid
- *Income from charitable activities* includes Parish Centre rents, magazine income, fees from weddings and funerals etc.
- *Expenditure on raising funds* includes Planned Giving and Concerts expenses
- All other expenditure is classed as *charitable activities*, including Parish Share, insurance, energy costs, salaries etc.
- The *transfers between funds* are predominantly the transfers of income from the Concerts and Parish Centre Funds to the General Fund, and from the transfers of funds between the General Fund and the Reserve Fund.

The SOFA classifications are defined by the Church of England and listed in "PCC Accountability" (Church House Publications).

There may be minor discrepancies in the totals as the pence are not being shown

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2020 to December 31st 2020

Analysis of Income and Expenditure	2020 (£)			2019 (£)		
	Income	Expenditure	Difference	Income	Expenditure	Difference
Planned giving	87,743			88,362		
Gift Aid received	21,633			22,156		
Plate collections	656			4,622		
Legacies	1,000			0		
Donations	8,797			578		
Coronavirus Grants	9,080			0		
Bank & Building Society interest	1,015			1,860		
John Carter Bequest	5,109			4,960		
Parish Share		105,914			103,837	
Church Insurance		5,520			5,558	
Church utility bills		5,459			7,341	
Church maintenance and repairs		3,748			3,361	
Alms from St Martin's		7,150			6,560	
Sub-total	135,033	127,791	7,242	122,538	126,657	(4,119)
Salaries, honoraria and expenses	2,000	28,773	(26,773)	2,000	26,356	(24,356)
Missionary Fund	2,023	1,872	151	2,842	2,431	411
Biliki Fund	88	88	0	323	323	0
Young People inc. Messy Church	1,903	1,792	110	2,323	1,778	545
Parish Centre	14,398	6,330	8,068	20,709	8,956	11,753
Garages	6,029	0	6,029	6,084	1,265	4,819
Concerts	1,787	474	1,313	6,954	1,128	5,826
Magazines	3,416	496	2,920	3,909	1,292	2,617
Other income and expenditure	2,496	6,168	(3,672)	7,997	9,293	(1,296)
Total	169,173	173,784	(4,611)	175,679	179,479	(3,801)

There may be minor discrepancies in the figures above as the pence are not being shown

1 Statement of Accounting Policies

- The statements have been prepared under the historic cost convention.
- Gift Aid received from donations (including the Gift Aid Small Donations Scheme) is recognised during the financial year in which the donation is received.
- Rental income from the letting of church premises and from church magazine adverts is recognised when due.
- Other incoming resources are recognised when received.
- Expenditure on equipment used within the church is depreciated on a straight line basis over 4 years. Individual items of equipment costing £1,500 or less are written off when the asset is acquired.

2 PCC policies

- The PCC will try to maintain a balance on Free Reserves equivalent to at least six months Unrestricted Funds expenditure. This is held to smooth out fluctuations in cash flow and to meet emergencies. If the reserves fall below this level, the PCC will plan to reduce expenditure and increase income so that this balance can be achieved. Free Reserves comprise the General Fund and the Reserve Fund. See Note 8 for Fund designations.
- The General Fund must be maintained at a higher level than the total of the other unrestricted funds (except the Reserve Fund). If needed, the Treasurer can transfer money from the Reserve Fund to the General Fund.
- For financial management purposes, a balance of £2,000 in the Parish Centre Fund is maintained at year end by transfer to or from the General Fund.
- The Concerts Fund generates profits received from concert performances. A balance of £1,500 in this fund is maintained at year-end, with the surplus being transferred to the General Fund.

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2020 to December 31st 2020

3 Fixed Assets (Capital value)

a) Church Furniture, Office Fittings and Equipment, etc.

Assets have been written off in the year of purchase or depreciated to Nil.

b) Investment assets

(i) CBF Church of England Fixed Interest Securities Fund

The income from this is paid into the General Fund.

(ii) CBF Church of England Investment Fund

The income is paid into the General Fund and can be used for any ecclesiastical purpose for the Parish but the capital (received from a 2008 bequest) cannot be spent.

	Investment Value 31/12/20	Investment Value 31/12/19	Change
CBF Fixed Interest Securities Fund	£826	£796	£30
CBF Investment Fund (capital)	£181,951	£170,645	£11,306
Total	£182,777	£171,441	£11,336

4 Analysis of Net Assets by Fund

Unrestricted Funds

Restricted Funds

Endowment Funds

2020 Total

Fixed and Investment Assets	£826	£0	£181,951	£182,777
Current Liabilities	-£2,796	£0	£0	-£2,796
Current Assets	£171,479	£21,315	£0	£192,794
Total	£169,509	£21,315	£181,951	£372,775

5 Debtors

2020

2019

Gift Aid rebate	£3,232	£2,041
Other debtors	£2,921	£2,893
Total	£6,153	£4,934

6 Liabilities: Amounts falling due within one year

Creditors for goods and services	£2,796	£3,138
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7 Staff Costs

a) Mrs Rebecca Caskie continued as Team Administrator in 2020.

St Martin's PCC contribution to Team Administrator's salary: £10,724 £10,458

Worcester South East Team contribution: £2,000 £2,000

b) During 2020 Mrs Donna Vickers continued as cleaner. £7,692 £7,461

c) During 2020 John Swindells (employed from October 2019) continued as Director of Music £7,000 £1,166

8 Fund Categories – a short guide

- Unrestricted General Fund** – this general-purpose fund is used to pay for the day-to-day expenses of the church at the discretion of the PCC.
- Unrestricted Designated Funds** – these funds are used by the PCC for particular projects and purposes, for example the administration of the Parish Centre. The money can be moved to other unrestricted funds by the PCC.
- Restricted Funds** – these funds contain donations for particular purposes specified by the donor. By law these funds cannot be used by the PCC for any other purposes unless determined by the courts or the Charity Commissioners.
- Endowment Funds** – these funds are donated to the PCC for longer-term investment. The donor can specify whether the capital or income is to be spent.

Definitions with acknowledgement to "PCC Accountability – The Charities Act and the PCC", 5th Edition

9 Check for compliance to Reserves Policy

Free Reserves (General Fund + Reserve Fund) at year-end: £166,009

Six months Unrestricted Funds expenditure: £84,042

Therefore St Martins Church conforms to the PCC Reserves Policy (see note 2a).

The Parochial Church Council of St Martin with St Peter

Notes to the Financial Statements From January 1st 2020 to December 31st 2020

10 Donations to Charity

St Martin's aims to donate at least 5% of the church's income, and the Missionary Committee fundraise through the year. Donations to local, national and international charities are made from these sources and from other income. During 2020 donations to these good causes from St Martin's Church were severely disrupted due to the effect of the Coronavirus pandemic which affected normal fundraising activities. However some donations were possible and the following gifts are included in the church accounts.

USPG	£1,250	Worcester Foodbank	£650
Church Army	£1,198	Worcester Home for the Deaf	£650
Children's Society	£736	Christian Aid	£269
Maggs Day Centre	£715	Embrace the Middle East	£160
Acorns Childrens Hospice	£650	Bible Society	£100
Christians Against Poverty	£650	Messy Church national organisation	£100
Church Mission Society	£650	Mission Aviation Fellowship	£65
Mothers Union	£650	Diocese of Cyprus & The Gulf	£65
St Pauls Hostel	£650	TOTAL	£9,208

St Martin's sponsors concerts featuring local artists who choose a charity to benefit from a collection during the performance. The proceeds are paid directly to the charity and are not included in the church accounts. Due to Covid restrictions only two concerts took place in 2020. The table below shows the amounts raised net of gift-aid as this is claimed by the charity concerned.

Support Dogs	£262	St Richards Hospice	£132
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St Martin's also organises collections for many charities (including for Christian Aid Week), and facilitates charitable donations at funerals and other events which are not included in the church accounts, but many of these were not possible in 2020 due to Covid restrictions. However a steady stream of gifts (including the Harvest Festival food collection) went to St Paul's Hostel, Maggs Day Centre, Worcester Foodbank, the Worcester Home for the Deaf and to HM Prison Hewell.

11 Treasurer's Comments

2020 has been very challenging in many ways, not least financially due to the effects of the Coronavirus pandemic. This led to the closure of St Martin's Church and Parish Centre at various times which considerably affected our income from hall and church rental and service plate collections. However, we are very grateful to our planned givers who have continued to support the church financially, in some cases digging deep to give very generous donations well above their normal gifts. We also continued to monitor costs to ensure that any expenditure was justified and gave value-for-money. All this enabled the PCC to pay our full Parish Share for 2020 to the Worcester Diocese, plus donate 5% of the church income from 2019 to worthy causes, as outlined in note 10 (above).

During 2020 two of our three employees were furloughed but we continued to pay them their normal pay. We claimed grants from the Coronavirus Job Retention Scheme and also received Covid-19 Discretionary Business grants from Worcester City Council. Both of these helped considerably to reduce the widening gap between income and expenditure, so although we needed to raid our reserves by £4,600 to cover expenditure, this was much less than predicted earlier in the year.

Independent Examiner's Report to the Trustees of The Parish of St Martin with St Peter

I report on the accounts of the church for the year ended 31 December 2020, which are set out on pages 9 to 13.

Respective responsibilities of trustees and 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 the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

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

- 1) which gives me reasonable cause to believe that in any material respect the requirements
 - keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met: or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Roger Waters-Duke FCCA
Jasmine House, 77 Glaziers Lane, Normandy Surrey