

**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 31<sup>st</sup> 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       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 31<sup>st</sup> 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 31<sup>st</sup> May 2023)</i>	Michael Bunclark	
		Anthony Glossop	
		Shirley Scott	

#### Representatives of the laity

<i>(Four elected by APCM each year, for 3 years)</i>	To 2023 APCM:	Bill Simpson	David Scott
	To 2024 APCM:	Christine Williams *	
	To 2025 APCM:	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 2<sup>nd</sup> & 3<sup>rd</sup> Sundays and the 4<sup>th</sup> 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 2<sup>nd</sup> 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 <sup>th</sup>	<p>AGREED – to replace Parish Office computer with a laptop and to replace the second computer with a new one.</p> <p>AGREED – to have a sound proofed lobby area with automatic door in church toilet area.</p> <p>AGREED – Emily Roe (ministerial student on placement) to act as liturgical deacon and administrate chalice.</p> <p>AGREED – no recommencement of live-streaming of services.</p>	<p>Garth Williams to research cost and funding.</p> <p>Anthony Glossop to submit plans.</p>	<p>St Martin's no longer able to use Roger Waters-Duke as Independent Examiner due to our income exceeding £250,000.</p> <p>Legacies received from Fred Allen and Margaret Benson.</p>
Feb 15 <sup>th</sup>	<p>AGREED – implement common-sense approach to lifting of Covid restrictions.</p> <p>AGREED – phase 2 refurbishment proposals to be submitted to chancellor.</p> <p>AGREED – new fire alarm system to be fitted in Parish Centre.</p> <p>AGREED – 'Holiday Activities and Food' (HAF) to be provided during Easter week.</p>	<p>Maintain current guidelines and communicate via Weekly Bulletin.</p> <p>Anthony Glossop to action this.</p> <p>Malcolm McMurray to organise this.</p> <p>David &amp; Shirley Scott to take this forward.</p>	
Mar 8 <sup>th</sup>	<p>AGREED – use of social media for Church activities.</p> <p>AGREED - Alison Fraser to be delegated trustee in regard to reporting serious safeguarding issues to the Charity Commission.</p>	<p>Shirley Scott to be 'named person' to whom submissions/comments for Facebook are accountable.</p>	<p>Sally Bishop is now our Independent Financial Advisor.</p> <p>Christine Williams and Julia Glossop are the other delegated Safeguarding Trustees.</p>
April 24 <sup>th</sup> APCM	<p><b>Elected:</b></p> <p>Churchwardens: Elizabeth Yarker Joy Grimwood</p> <p>Assistant Warden: Barbara Richards</p> <p>Treasurer: Garth Williams</p> <p>Deputy Treasurer: Bill Simpson</p> <p>Planned Giving Recorder: Christine Williams</p> <p>Acting Safeguarding Officer: Malcolm McMurray</p> <p>Electoral Roll Officer: Julia Glossop</p> <p><b>Elected to PCC:</b> Alfredo Ienzi &amp; Robin Walker</p>		<p><b>Reports Received:</b></p> <p>Electoral Roll Report</p> <p>Annual Report of the PCC</p> <p>Safeguarding Report</p> <p>Fabric Goods and Ornaments</p> <p>Audited Financial Statement</p> <p>Deanery Synod Report</p>
May 10 <sup>th</sup>	<p>AGREED – letter to be sent to Fliss Rothery (London Road Playgroup Manager) in reply to her complaints.</p>	<p>The Rector to sign and send letter.</p>	<p>Liz Frani resigned as Red Hill Primary School Governor. Val Hall to take her place.</p>

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

## Church Statistics

	2022	2021	2020	2019	2018
Number on the electoral roll (31 December)	120	116	123	118 <sup>(1)</sup>	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 20<sup>th</sup> 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**

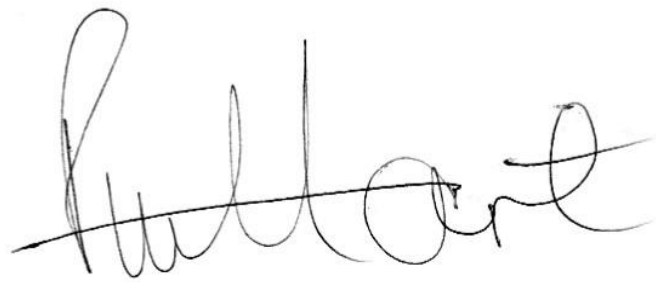
The PCC members are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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**

	Note	As at 31/12/2022 £	As at 31/12/2021 £
<b>Fixed assets</b>			
Investments	4(b)	184,458	209,239
		<u>184,458</u>	<u>209,239</u>
<b>Current assets</b>			
Debtors	5	5,265	3,686
Cash at bank and in hand		237,034	243,087
		<u>242,299</u>	<u>246,773</u>
<b>Liabilities</b>			
Creditors: Amounts falling due in one year	6	9,728	4,624
<b>Net current assets less current liabilities</b>		<u>232,571</u>	<u>242,149</u>
<b>Total assets less current liabilities</b>		<u>417,028</u>	<u>451,389</u>
<b>Total net assets less liabilities</b>	10	<u>417,028</u>	<u>451,389</u>
<b>Represented by</b>			
<b>Unrestricted</b>			
Unrestricted - General fund	2(b)	10,000	16,101
<b>Designated</b>			
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
<b>Restricted</b>	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
<b>Endowment</b>			
Endowment - John Frederick Carter Bequest	2(g)	183,791	208,470
<b>Funds of the church</b>		<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
<b>Income and endowments from:</b>						
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
<b>Total income</b>		<b>173,802</b>	<b>40,329</b>	<b>—</b>	<b>214,130</b>	<b>280,688</b>
<b>Expenditure on:</b>						
Raising funds	8(e)	318	—	—	318	100
Expenditure on charitable activities	8(f)	193,123	30,268	—	223,391	228,437
<b>Total expenditure</b>		<b>193,441</b>	<b>30,268</b>	<b>—</b>	<b>223,709</b>	<b>228,537</b>
Gains / losses on investment assets	4(b)	(103)	—	(24,678)	(24,782)	26,462
<b>Net income / (expenditure) resources before transfer</b>		<b>(19,743)</b>	<b>10,061</b>	<b>(24,678)</b>	<b>(34,361)</b>	<b>78,613</b>
<b>Transfers</b>						
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)
<b>Other recognised gains / losses</b>						
<b>Net movement in funds</b>		<b>(19,692)</b>	<b>10,010</b>	<b>(24,678)</b>	<b>(34,361)</b>	<b>78,613</b>
<b>Reconciliation of funds</b>						
<b>Total funds brought forward</b>	9	<b>161,983</b>	<b>80,936</b>	<b>208,470</b>	<b>451,389</b>	<b>372,775</b>
<b>Total funds carried forward</b>	10	<b>142,291</b>	<b>90,946</b>	<b>183,791</b>	<b>417,028</b>	<b>451,389</b>

*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 1<sup>st</sup> 2022 to December 31<sup>st</sup> 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	
<b>Sub-total</b>	<b>143,169</b>	<b>132,470</b>	<b>10,699</b>	<b>174,969</b>	<b>131,997</b>	<b>42,972</b>
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)
<b>Total</b>	<b>214,130</b>	<b>223,709</b>	<b>(9,579)</b>	<b>280,688</b>	<b>228,537</b>	<b>52,151</b>

*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 1<sup>st</sup> 2022 to December 31<sup>st</sup> 2022**

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### **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 1<sup>st</sup> 2022 to December 31<sup>st</sup> 2022**

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### **(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 1<sup>st</sup> 2022 to December 31<sup>st</sup> 2022**

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### **(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 1<sup>st</sup> 2022 to December 31<sup>st</sup> 2022

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### (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 1<sup>st</sup> 2022 to December 31<sup>st</sup> 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
<b>Total</b>	<b>£184,457</b>	<b>(£24,782)</b>	<b>£209,239</b>

### 5 Debtors

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

### 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 1<sup>st</sup> 2022 to December 31<sup>st</sup> 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
<b>Totals</b>	<b>451,389</b>	<b>0</b>	<b>214,130</b>	<b>223,709</b>	<b>(24,782)</b>	<b>417,028</b>
	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
<b>Totals</b>	<b>372,775</b>	<b>0</b>	<b>280,688</b>	<b>228,537</b>	<b>26,462</b>	<b>451,389</b>

*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)
<b>Net total assets</b>	<b>142,291</b>	<b>90,946</b>	<b>183,791</b>	<b>417,028</b>
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)
<b>Net total assets</b>	<b>161,983</b>	<b>80,936</b>	<b>208,470</b>	<b>451,389</b>

*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 1<sup>st</sup> 2022 to December 31<sup>st</sup> 2022**

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### **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.