
***The Ecclesiastical Parish of St Michael and St Mary
Magdalene, Easthampstead***

In the Archdeaconry of Berkshire, Diocese of Oxford



DRAFT Trustees Annual Report for Standing Committee

1st January to 31st December 2020

**The Diocesan Pilgrimage Church of St Michael and St Mary Magdalene,
The Church@The Pines Local Ecumenical Partnership,
St Francis and St Clare Church, Jennett's Park.**

Registered Address:

The Parish Office, The Parish Centre, Crowthorne Road, Bracknell, Berkshire, RG12 7ER

www.stmichaelseasthampstead.org.uk

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ABBREVIATIONS

| | |
|-------------|-------------------------------------|
| APCM | Annual Parochial Church Meeting |
| GA | Gift Aid |
| GDPR | General Data Protection Regulations |
| LA | Local Authority |
| LED | Light emitting diode |
| LEP | Local Ecumenical Partnership |
| PCC | Parochial Church Council |
| PPE | Personal Protection Equipment |
| Q1, 2, 3, 4 | Quarter Years |

AIM AND PURPOSES

The Parochial Church Council (the PCC) of St Michael & St Mary Magdalene has the responsibility to co-operate with the minister in 'promoting in the ecclesiastical Parish the whole mission of the Church; pastoral, evangelistic, social and ecumenical', [see Parochial Church Council (Powers) Measure 1956]. We are one of the largest single Parishes in the Church of England serving a growing population of over 40,000. Our three worship centres are: The Parish Church of St Michael and St Mary Magdalene; St Francis and St Clare, Jennett's Park and The Church at the Pines, LEP, with the Methodist Church.

The PCC is also responsible for the maintenance of St Michael & St Mary Magdalene Church, the Parish Centre and grounds and Magdalene House.

OUR MISSION

Our mission to worship God, serve others and make disciples and we try to enable ordinary people to live out their faith as part of our parish community. When planning our activities, we consider the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. Fuller details on the activities of our Church Groups and our Community Outreach are given in the Parish Annual report and can be found on our website. Please contact the Parish Administrator if you would like to have a paper copy.

2020 has been a year where many of our normal or planned activities were directly impacted by Covid-19 lockdown and social distancing rules. From March our buildings were closed for several months, services were live streamed and when opened for brief periods, congregation sizes were limited by social-distancing rules. Many of our community have not been able to attend congregational worship. Meetings and study courses were held on-line and social activities and schools activities ceased.

WORSHIP AND PRAYER

Worship is at the heart of who and what we are as a church community.

TABLE OF OUR REGULAR SERVICES

Our regular pattern of worship pattern was adhered to until the end of March 2020 when a full national Lockdown came into force as a result of the Corona-virus pandemic. Churches in England were closed for all worship and activities for the first time in 800 years.

Since then, the PCC and clergy have always followed Church of England and Government guidelines, often interpreting them with caution to safeguard everyone. The effects of this on our regular services can be seen in the table below. Adjustments to our regular services in 2020 caused by the regulations concerning Covid-19 are indicated below **in bold**.

| SERVICE | WHEN | DESCRIPTION |
|--------------------------|--------------------------------|---|
| THE PARISH CHURCH | | |
| The Eucharist | Sunday Weekly 8am | A quiet devotional Eucharist with a short sermon. Suspended from 23/03 |
| Parish Eucharist | Sunday Weekly 9.30am | The main Sunday Eucharist for the Church family. Children's Church, for children aged 3+ Live streamed from 29/03; limited congregation present from 24/05. |
| Family Service | 3 rd Sunday 11.30am | A 30-minute family-friendly service with songs. Suspended from 23/03 |

| | | |
|---------------------------------------|--|--|
| Church4U | 1st & 3rd Sundays 3.30pm | For young children and their families. Songs and crafts in the context of a short and simple Eucharist. Suspended from 23/03 then live streamed from 04/04 |
| Christ in Quiet | 2nd Sunday 6.30pm | A quiet informal service for thought, prayer and reflection. Pre-recorded from end March 2020 and streamed |
| The Eucharist | Tuesday 7.00pm | A quiet devotional Eucharist with a short sermon. Suspended from 23/03 |
| Path to Peace | 4th Tuesday 7.00pm | Bereavement Ministry. included in Tuesday Eucharist until 23/03 then Live streamed from 29/03. |
| Toddler Service | Thursday term time Weekly 9.30am | Songs, story and a prayer followed by free play and refreshments in the Parish Centre Suspended from 23/03 |
| The Eucharist | Thursday Weekly 10.30am | A quiet devotional Eucharist with a short sermon Suspended from 23/03 live streamed from 07/05, with limited congregation |
| ST FRANCIS & ST CLARE | | |
| Family Eucharist | Sunday Weekly 11.00am | A service for all ages. A family friendly Eucharist with contemporary songs, craft, a Bible story, a short homily and interactive prayers. Suspended from end March. Café-style Communion Services Sept to Nov. live - streamed from December. |
| CHURCH@THE PINES | | |
| All-Age Worship/ Communion Service | Sunday Weekly 11.00am | An informal service, welcoming newcomers, lasting about one hour. Congregational worship suspended from 23/03 until 25/10. All other services conducted by video link and Zoom. |

LIVE STREAMING

From the start of the first lockdown, our worship provision became a combination of pre-recorded and live streamed services; with social distancing by a reduced congregation when churches re-opened for public worship. During full lockdown when no clergy were permitted to enter the church, services were streamed from the Rectory.

This has not been an easy adjustment and we are greatly indebted to the many people whose dedication and skills made this possible. Further details of the arrangements and scope of the

work involved are contained in the Parish Report.

Throughout 2020 the range of our broadcast services continued to grow and for much of the year we had been using equipment which was loaned to us free of charge. It had previously been a long-term objective of the PCC to record or broadcast some services. As a result, the PCC approved the purchase of its own equipment so that Live streaming could continue after Covid restrictions have been lifted.

The numbers for live streaming have been high and have drawn a congregation from across the UK, USA, South Africa, and Australia, to name but a few. As the videos on YouTube are available after live streaming, they are often still being watched months later. Viewing numbers for our earliest live streamed videos continue to rise a year later. It should also be borne in mind that the figures are for the number of devices watching the videos which may represent more than one person viewing.

The viewing figures cover 22nd March to 31st December 2020. They were counted on 24th March 2021, just over a year after we started live streaming. The viewing figures have fluctuated across the period depending on the Church Year and whether a congregation was possible in lockdown easing.

The average Sunday viewing figure 22nd March to 31st December 2020 is 169. This is for the 09.30 Sunday Eucharist only, averaged over 38 Sundays. The viewing figures for Easter and Christmas are the combined viewing figures for all services on those days; Easter 575, Christmas 402, Christmas Carol Service 223.

In light of rising transmission rates, and a third lockdown in the offing, the PCC decided in December to cease public worship in church again on the first Sunday in 2021.

Despite the difficulties, our Director of Music and the Choir recorded both an Advent Carol and a Christmas Carol service. Our serving team has been stood down for a year. The bells in the tower have been silent. Throughout the liturgical year, our congregations have had to learn to worship via a computer screen and experience Spiritual Communion. However, through a massive team effort, we have managed to keep the worship of the church going and maintained a sense of being community. and we look forward to the time when we will be able to worship together in church without restrictions.

St. Francis and St. Clare

Revd Carol Dunk was licensed as Associate Priest in June 2020, with particular responsibility for the work and Mission of St Francis and St Clare with oversight of our Youth & Children's Ministry. Once church meetings were permitted, Sunday worship became a socially distanced Café style Communion service, followed by refreshments (also Covid friendly). A Service of the Word via Zoom during a lockdown was less successful although later live streamed services were better attended. After discussions, it is likely that the Café style services will be adopted in the future.

MISSION DISCIPLESHIP AND EVANGELISM

We conduct many activities and courses that help deepen our discipleship and develop our sense of community. We plan these to meet the needs for each stage of an individual's faith journey and to ensure that parishioners are kept informed of the important matters affecting our church. Our Lent and Advent courses took place online. However, a result of the pandemic, many regular study and worship activities were cancelled. Octoberfest, National Gallery Study Days, Choral Evensongs at St Paul's Cathedral, Supper with the Saints and the Passover Meal fell victim to lockdown and no children were able to make their First Communion on Mothering Sunday. It was not possible to host the regular Civic Service and the Waitrose Family Carol Service.

On 21st October the Rt Revd Olivia Graham, Bishop of Reading confirmed and celebrated the Eucharist with 3 confirmands from the Reading Episcopal Area. This was one few of the

Confirmation Services to take place in the Diocese during the Pandemic. It followed PCC, Church of England and Government guidelines and took place here because of the size of our church building and our live streaming capabilities. It was organised by Rev Carol Dunk. Ordinarily this parish would have one of the highest confirmation rates in the episcopal area. However, no candidates from this parish were presented as the dates of the Confirmation Course coincided with the first National Lockdown and Lockdown easing.

In addition to live streamed worship 11 baptisms and 2 marriages took place before lockdown or in lockdown easing. The clergy have also taken 14 funerals.

FELLOWSHIP

In a normal year, we are a busy church where we hope we can provide something for everyone. We have approximately 20 church groups which support our mission and objectives; the PCC and our groups are keen to offer a range of activities and services during the week and over the course of the year which our community finds both beneficial and spiritually fulfilling. We encourage our parishioners to contribute to the church and their own spiritual life by offering time and talents for the building up of the church and furthering its mission. We have not forgotten the benefits of social time after our services and this year we have held phone coffee and tea meetings after our Sunday and Thursday Eucharists. We consider it important that everyone should feel part of our community and that they know that their contribution to our church life is valued. Activities are varied and include bell ringing, the living churchyard, flower arranging, church cleaning and setting up the church for worship as well as welcoming and supporting those in need. New initiatives are often suggested by church members with particular interests and many have a social aspect to them.

Many of our activities, including our occasional Film Nights and the Christmas Party, which normally provide occasions for combining teaching, social activities and food were cancelled or re-arranged. Our annual Church/School Fete could not take place. Groups were stood down and staff placed on furlough. Choir input was severely reduced, bell-ringing took place electronically and flower-arranging was limited.

YOUTH AND CHILDREN

Young people are valued as members of the Church and ordinarily we aim to provide a wide range of age-appropriate activities for their growth and spiritual development. It must be recorded, however, that all these activities were affected by the restrictions caused by the pandemic in 2020. Our acolytes and readers were unable to serve at our Eucharists and Toddler Group was suspended as was Junior Church. We were unable to prepare our young people for First Communion or Confirmation. Church4U was conducted on-line and social distancing concerns meant that our Christmas Nativity Service was cancelled. However, the popular Annual Pumpkin Service in late October was successfully held in the church car park with social distancing.

OUR SCHOOLS WORK

9 Primary and 2 Secondary schools are located within our parish and our work with the primary schools in particular forms an important part of our ministry. The Rector and other church members serve as Governors of St Michael's VA and Jennett's Park Schools; church members also sit on the governing bodies of several LA Schools and ordinarily we would support a coffee morning for parents at the school through Church@ThePines.

The Rector, Father Guy Cole, and Associate Vicar, Rev Carol Dunk, maintained contact with schools via recorded assemblies and Governors' meetings were conducted by Zoom. The Rector and Churchwardens are Custodian Trustees for School House and parts of the playground of St Michael's School, for the purpose of maintaining the former headmaster's house in good order and to use the building for educational purposes within the parish.

Unable to visit schools in person during lockdown, our "Open the Book" volunteers maintained contact by email and signposted links to resources and recordings from Open The Book and The

Bible Society websites.

Our traditional provision of 'Christmas Unwrapped - a young persons' exploration of the meaning of Christmas through craft, song and acting. and 'Exploring Easter'- where children learn of and discuss the events of Holy Week and The Resurrection could not take place. During these weeks we normally welcome 400+ children into church. The sessions are designed to support the schools' teaching of major Christian festivals and are also a valuable outreach to the community.

LOOKING AHEAD

Our planning for 2021 will feature ongoing work with children and young people being conducted in line with Covid regulations. It is hoped that we can resume previously cancelled activities and develop new areas of interest, although nothing can be confirmed at this stage until the lockdown easing roadmap is available.

COMMUNITY OUTREACH

Helping those in need is a demonstration of our Christian faith and values. As part of this, we are committed to looking outward to develop our mission, community support and outreach in the parish and beyond in different ways.

Ordinarily, we are involved with several outside agencies who work to help those in need. Several of the congregation continued to work at the Foodbank although we could not continue to collect and donate food beyond March 2020. In 2020, our collaboration with the Pilgrim Hearts and other local churches in running the Bracknell Homeless Night Shelter, ceased as Bracknell Forest Council assumed responsibility to provide accommodation for rough sleepers. The Mothers' Union branch worked to promote its mission to offer Christian support for families in need both within the UK and worldwide but was unable to meet for several months.

In 2020 PCC approved the following charitable donations:

- £333 each to the three primary schools we support: The Pines, Jennett's Park, St Michael's. to provide food or Christmas presents to families known to be in difficulties.
- £500 to St Catherine's Church Bethlehem to relieve acute hardship among the Christian population after the collapse of tourism due to the pandemic.
- £500 to Just around the Corner – a local charity which provides support in various forms for autistic children and others with difficulties.
- £500 to DEBRA: a locally-based national charity supporting people with the genetic condition Epidermolysis Bullosa (EB).
- The 2020 Christmas Charity appeal raised £450 to support a refuge for the homeless.

Our church buildings are available for use by the community as part of our local outreach. At the start of 2020, the following groups were using the Parish Centre: Alcoholics Anonymous, Alzheimer's Association, Lace Makers, Patchwork, Shuhari, Slimming World, Waitrose, AJDF (Dance classes), Tai Chi for Health, Female Fitness (Yoga), Sun Martial Arts and the Night Shelter, as well as our uniformed organisations, Rainbows, Brownies and Guides. Since restrictions started only a small number have been able to use the hall: Alcoholics Anonymous, Shuhari, Slimming World, AJDF (dance class), Tai Chi, Female Fitness (Yoga) and a new group Entertain Arts.

Our Welcomers and Sidespeople are an integral part of our ministry to support and assist newcomers to our church. They continued to provide a welcoming and inviting face to those entering the church building on Sundays, for weddings and for funerals until lockdown and again when the church was open for public worship. Risk assessments were conducted to ensure the safety of everyone involved and social distancing was maintained. Arrangements were put in place for the congregation to meet in a telephone chat-room following the Sunday and Thursday Eucharists.

PASTORAL CARE

Home Communion could no longer be taken to the house-bound and residents of Beechcroft Court sheltered accommodation.

The church provides an ongoing Bereavement Ministry. All bereaved families known to us are invited to both our Path to Peace monthly Quiet Time and Eucharist and the reflective Christ in Quiet services. These continue to support those who need it, most notably focusing upon the recently bereaved. Our Christ in Quiet service affords a quiet time of reflection, to light a candle and pray and also offers the opportunity to be anointed: a powerful and embracing way to feel God's healing, peace and love. We regret that we were unable to hold our Wave of Light Service in October as part of Baby Loss Awareness Week, in memory of babies who have died too soon.

ECUMENICAL RELATIONSHIPS

We have built up good relationships with our local Anglican churches and were represented at the monthly all-denominational planning meetings for the Bracknell Town Centre Ministry until its dissolution. Our Rector is currently serving as the Area Dean.

Local Ecumenical Partnership

We are part of the Church@ThePines which is the only LEP in the deanery. Working together with Methodists, we continued to provide a presiding Anglican priest in 2020. Worship and witness continued through the pandemic, with services being conducted by video link or Zoom. The church community was able to meet for worship, communion and celebrate Harvest Thanksgiving on 25th October 2020. The church will continue to maintain and strengthen their calling by God, to be a worshipping community in response to God's love for all of us.

Bracknell Deanery Synod

Synod consists of clergy and lay representatives of each PCC within the deanery. It forms an administrative, strategic, and pastoral link between the parishes and the diocese. The Bracknell Deanery consists of eight parishes: Ascot Heath, Binfield, Bracknell, Easthampstead, Sunningdale, Sunninghill and South Ascot, Warfield, Winkfield and Cranbourne. The number of delegates from each parish is determined by the size of its electoral roll. At the Synod elections in 2020 we appointed a full team of six delegates from Easthampstead to serve for 3 years. We play a significant role within the deanery with the appointment of three of our representatives as Area Dean, Deanery Treasurer and Associate Lay Chair. The Deanery Officers are: Area Dean: Fr Guy Cole, Lay Chair: Mrs Caroline Kallipetis, Associate Lay Chair: Mr Lee Townsend, Secretary: Mrs Lesley Philpott, Associate Secretary: Fr Malcolm Chalmers, Treasurer: Mr Chris Boutle.

Between the eight parishes there are twenty-one churches with a broad range of worship styles and church traditions. There are twelve full-time stipendiary clergy, eight incumbents, one Self-Supporting Minister one curate in training, twelve retired clergy with permission to officiate, nine Licensed Lay Ministers and several Authorised Lay Ministers preaching and leading worship. The Deanery Synod meets three times a year interspersed with meetings of the Deanery Standing and Pastoral Committee and Deanery Officers. These have all been conducted online during the pandemic.

Our deanery vision is to be one that encourages and enhances parish mission and ministry as we seek to be a Christ-like Church. In implementing the diocesan Common Vision, the deanery's priorities are:

- Youth and children's work,
- Community engagement and evangelism,
- Worship,
- Discipleship,
- Missional use of Buildings,
- Every-person ministry.

In 2020 the parishes of the deanery have shared the same choices and challenges caused by the pandemic. Despite this, the deanery managed to pay Share in full for the fourth consecutive year. The long-awaited dissolution of the Bracknell Team Ministry was achieved and reformed as the Parish of Holy Trinity, Bracknell. Sadly, the Vicar of Winkfield and Cranbourne, Revd Huw Mordecai, died after a long illness. An interim minister has been appointed and the future of the parish is being discussed. The future of the Bracknell Town Centre Ministry project is also being discussed in light of the dissolution of the old Team Ministry and the departure of the Pioneer Minister who ran the project. The long-term deanery objective of a chaplain for Ranelagh and Sandhurst schools was achieved. In lieu of the annual October deanery gathering at Ascot Priory, a Zoom quiet morning was held with Rt Revd Olivia Graham, Bishop of Reading.

OUR CHURCH COMPLEX

Our church buildings consist of the Parish Church, the Annexe, the Parish Centre, Magdalene House (currently let privately) and the grounds. The PCC and Standing Committee review building priorities and requests for their upkeep in order to provide tight controls and to ensure such requests support our aims and objectives and are in line with budgetary forecasting. The Churchwardens continue to balance the needs of the building with the needs of mission and the costly items that are on the horizon.

The Church continues to be in good condition and benefits from years of good care and an army of volunteers who work tirelessly to keep it in good order. Information on the major works approved and carried out during 2019 is contained in the PCC Review of the Year below. We are still awaiting coordination with the mobile phone mast companies so that we can plan repairs to the tower pinnacle. We started the refurbishments of Magdalene House during 2020 which are due for completion in early 2021.

OVERVIEW OF ACHIEVEMENTS AND PERFORMANCE 2020

Parish Objectives

Before the pandemic, PCC identified their objectives for the year. The tables below indicate progress made by end December 2020. In light of the ongoing effects of the pandemic on our church life, it was not possible to meet many of our 2020 objectives and these have now been carried forward into 2021. Information on these future plans is contained in this document.

| OBJECTIVES ACHIEVED BY DECEMBER 2020 | |
|---|---|
| OBJECTIVE | OUTCOME |
| Appointment of Associate Vicar | Revd Carol Dunk licensed June 2020 |
| Live streaming of church services. | Commenced in March equipment purchased in October 2020 and used regularly. |
| PCC Financial Policy. Manage income and expenditure such that revenue items are break even or with a small surplus. Support capital expenditure and Church initiatives consistent with the cash available and reserves policy. (If there were a major costed and agreed item then this could be added.) | Achieved – see Accounts. Completed end Q4 Achieved – see Accounts completed end Q4 |
| Acquisition of contactless pedestal for donations. | Goodbox purchased and installed |

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| Fit external lights to the front of church. acquired and | Installed December 2020 (funded by a donation) |
|---|--|

Looking Ahead: Our Objectives For 2021

| Objectives Carried forward from 2020 | |
|--|--|
| Objective | Status at 1st January 2021 |
| Worship Mission & Evangelism | |
| The development of Jennett's Park Mission. | Deferred until lockdown is eased. |
| The development of Children's, Adult & Family Work Strategy. | Deferred until lockdown is eased. |
| Finalise the Parish Vision Plan and start of implementation | to present at APCM in Q2. |
| Increase whole parish awareness of safeguarding and extend safeguarding training. | Deferred until lockdown is eased. |
| All PCC members to attend services at our Parish churches not usually attended | Deferred until lockdown is eased. |
| Finance | |
| Manage income and expenditure such that the revenue items deficit (mainly caused by the caused by the Covid 19 pandemic restrictions) is kept to less than £20,000 | End Q4 |
| Maintain reserves (£100K) | End Q4 |
| Buildings & Maintenance | |
| Magdalene House refurbishment. | Due for completion during Q1 |
| Church Security Review (H&S implications.) | Deferred until lockdown is eased |
| New church lighting. | Plans under discussion Dec 2020 Completion End Q4 |
| New signage to Rectory, Magdalene House and Annexe | Completion end Q1 |
| Replace remainder of church 'additional' chairs'. | Deferred until lockdown is eased |
| New Chancel/Nave Altar | Deferred until lockdown is eased |
| Environmental survey for church. | Deferred until lockdown is eased |

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| Annexe coping stones to be repaired. | Ongoing. |
| Ongoing review of tower parapet and pinnacle repairs | Watching brief is maintained. Quinquennial inspection due in 2021 |

PCC STRUCTURE, GOVERNANCE AND MANAGEMENT

The PCC has been formed and operates under the Parochial Church Council (Powers) Measure 1956.

Structure and Governance

The PCC members are the Trustees of the charity. They are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. PCC membership consists of the Clergy, churchwardens, and lay members elected annually by those of the congregation who are on the electoral roll of the church. All PCC members have equal voting rights and responsibilities, with the Rector having a casting vote. Day to day management is delegated to the Rector.

ELECTIONS TO PCC

PCC elections take place at the APCM. Church Representation Rules define the election process, categories and total membership of the PCC and require the APCM to discuss and approve any alternative election scheme every 6 years. At the 2017 APCM, the meeting approved an alternative election scheme for implementation in 2018. As the standard scheme was not adopted discussion and approval will be required six-yearly thereafter.

At the APCM which was held on 27th October 2020 there were 342 names on the Electoral Roll. By the year end this number had increased to 346.

As a result of the national Covid-19 lockdown in March 2020 and by Order of the Bishop of Oxford the scheduled 2020 Annual Meeting was postponed to October with the existing PCC remaining in post until then. For clarity, their names are given below.

| MEMBERS OF THE PAROCHIAL CHURCH COUNCIL April 2019 - October 2020 | | |
|---|---|------------|
| The Revd Guy Cole | Rector, (PCC Chair), Area Dean | Ex officio |
| The Revd Emily Davis | Associate Priest until 31 st January 2020? | Ex officio |
| Elected at the Vestry Meeting 9th April 2019 | | |
| Lee Townsend | Churchwarden | Ex officio |
| Jeff Newbold | Churchwarden | Ex officio |
| Deanery Synod Representative elected at the APCM in 2017 for 3 years | | |
| Lee Townsend | Health & Safety Officer | Ex officio |
| Chris Boutle | Deanery Synod Treasurer, PCC Treasurer | Ex officio |
| Joan Maxwell | | Ex officio |
| Lynn Clitherow | St Francis & St Clare Representative | Ex officio |
| Frank Brenchley-Brown | Deputy Churchwarden | Ex officio |
| Robert Wakefield | Deanery Synod Representative | Ex officio |
| Elected at the APCM 9th April 2019 | | |

| | | |
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| Helen Smith | PCC Secretary | Elected |
| Marion Gunning | PCC Lay-Chair | Elected |
| Grace Okao | Treasurer | Elected |
| Judy Collyer | GDPR Officer, Safeguarding Officer | Elected |
| Diane Collins | Electoral Roll Officer | Elected |
| Grant Mobbs | | Elected |
| Lyusbeth (Jane) Simpson | | Elected |
| Nick Roworth | | Elected |
| Co-opted at the PCC 9th April 2019 | | |
| Brian Gennery | Church@thePines LEP Representative | Co-opted |

Deputy Churchwardens are elected for a period of one year by the church members at the Annual Vestry meeting, which precedes the APCM but are not required to be members of the PCC.

Elected to serve as at the Vestry Meeting 9th April 2019.

Jackie Miles, Karen Biggs, Chris Boutle, Chris Long, Frank Brenchley Brown

Sidespeople Adopted as at the Vestry Meeting:

Margery Barnes, Rowena Greenhow, Dave Stone, Jo Gosling, Karen Biggs, Marie Salter, Norma Balamoan, Paul Fox, Kevin Tidy, Julie Laid, Jackie Miles, Sheila Reece, Fred Reece, Chris Fellowes, Lorraine Horner, Barbara Karcamitas

Election for a new PCC took place in October 2020 via a Zoom meeting and those who were elected will continue in office until the next APCM, in July 2021.

| MEMBERS OF THE PAROCHIAL CHURCH COUNCIL 2020 | | |
|---|---|------------|
| The Revd Guy Cole | Rector, (PCC Chair), Area Dean | Ex officio |
| The Revd Carol Dunk | Associate Vicar from 1st June 2020 | Ex officio |
| Elected at the Vestry Meeting 27th October 2020 | | |
| Lee Townsend | Churchwarden | Ex officio |
| Judy Collyer | Churchwarden | Ex officio |
| Deanery Synod Representative elected at the APCM for 3 years | | |
| Lee Townsend | Churchwarden, Health & Safety Officer | Ex officio |
| Chris Boutle | Deanery Synod Treasurer, PCC Treasurer | Ex officio |
| Judy Collyer | Churchwarden, GDPR & Safeguarding Officer | Ex officio |
| Nick Roworth | St Francis & St Clare Representative | Ex officio |
| S. Diane Collins | Electoral Roll Officer | Ex officio |
| Marion Gunning | PCC Lay Chair | Ex officio |

| Elected at the APCM 27th October 2020 for 1 year | | |
|--|------------------------------------|----------|
| Paul Fox | | Elected |
| Helen Smith | | Elected |
| Grant Mobbs | | Elected |
| Lyusbeth (Jane) Simpson | | Elected |
| Kevin Tidy | PCC Secretary | Elected |
| Co-opted at the PCC 27th October 2020 | | |
| Brian Gennery | Church@thePines LEP Representative | Co-opted |

Deputy Churchwardens are elected for a period of one year by the church members at the Annual Vestry meeting, which precedes the APCM but are not required to be members of the PCC.

Elected to serve as at the Vestry Meeting 27th October 2020:

Karen Biggs, Geraldine Samuelsson- Brown, Chris Boutle, Jackie Miles, Chris Fellows, Andrew Wyard

Sidespeople: Adopted as at the Vestry Meeting:

Margery Barnes, Rowena Greenhow, Jo Gosling, Karen Biggs, Norma Balamoan, Paul Fox, Kevin Tidy, Julie Laid, Jackie Miles, Sheila Reece, Fred Reece, Chris Fellows, Andrew Wyard, Chris Boutle

The Standing Committee

Ex-officio members:

The Rector, Clergy, Churchwardens, Lay-Chair, Secretary and Treasurer.

The Lay-Chair, Secretary and Treasurer and Officers are elected from among the existing membership at the first PCC meeting following the APCM. Standing Committee is the only committee required by law, with powers to transact the business of the PCC between its meetings. It has delegated powers to make decisions between PCC meetings as necessary and is also authorised to strategically monitor and control income and expenditure to ensure that our church remains financially sustainable.

Parish Officers

See PCC membership above. Officers with relevant skills and experience are elected from among the existing membership at the first PCC meeting following the APCM. Alternatively, these positions can be held by co-opted members of PCC. The PCC may co-opt a member to fill a vacancy which requires specific skills or experience which cannot be met by the existing members. Responsibility for Data Protection, Health and Safety and Safeguarding (of vulnerable children and adults) rests directly with the PCC.

Regular Training is provided to PCC members:

- | | |
|------------------------------------|--------------------------|
| ○ Induction | by the Rector |
| ○ Churchwardens, Secretary, | by the Diocese of Oxford |
| ○ Treasurer & Safeguarding Officer | by the Diocese of Oxford |

EMPLOYEES

In 2020 the PCC employed the following staff who are accountable to the PCC via the Rector.

- Part-time Parish Administrator
- Part-time Organist and Director of Music

The pay and remuneration of key staff is determined after the consideration of the rates recommended by the Diocese, the Royal School of Church Music, other professional bodies and the local press and approved annually by the PCC. During the Covid-19 lockdowns, the Organist was

paid under the terms of the national furlough scheme and the Parish Administrator was paid in accordance with their reduced hours of work.

MANAGEMENT OF PCC BUSINESS

This year the PCC held regular meetings six times, in January, March, May, July, September and November. Since March all meetings have been via Zoom video conferences. An extra-ordinary PCC briefing meeting was held at the end of March to discuss the impact of Covid-19 on the conduct of PCC business. In June, a further extra-ordinary meeting took place to approve the 2019 Trustees and Financial reports.

The Standing Committee, the only one required by law, met in February, April, June, August, October and December.

The Finance Sub-committee met regularly and was combined with Standing Committee where necessary.

Appointments Committee was convened on an ad-hoc basis to consider and advise PCC on vacancies for School Governors and the clergy.

Missions Committee met to identify suitable beneficiaries which were approved by PCC to receive charitable support in 2020. Information on these is contained elsewhere in the report

REVIEW OF THE YEAR.

We had another busy year in 2020 and items discussed at PCC included:

- The introduction of the Parish Giving Scheme followed a successful trial which led to its continued use in the church.
- The successful change to our accounting tools from Sage to QuickBooks.
- Notice to leave was given to the current tenants of Magdalene House, in order to improve and redecorate the building prior to re-letting once complete.
- Health & Safety implications of Coronavirus and its impact on our work and worship were discussed. Risk assessments were carried out throughout the year, and PPE equipment and a Fogger were purchased.
- PCC and Standing Committee meetings were conducted online from March as were the Vestry and APCM Meetings in November.
- PCC approved the purchase of a/v equipment for use the parish church for recording and Live streaming of services.
- Buildings work:
 - Lighting:
 - Emergency lighting and bulbs in the Church, Annexe and the Parish Centre have been replaced with longer-lasting LEDs.
 - The colour-changing light strip behind the High Altar reredos enables us to change the colour around the East Window throughout the liturgical year.
 - A Faculty was granted to improve the lighting outside the main church door.
 - Plans to upgrade the church lighting are still under discussion.
 - Mr N Barr was appointed as our Church Architect, following the retirement of Mr D Fellowes.
 - Faculties were obtained to dispose of and replace the fire-damaged altar in the Resurrection Chapel with one donated to us.
 - Replacement chairs were purchased to replace those deemed to be unsafe.
 - Looking ahead: We are still awaiting coordination with the mobile phone mast companies so that we can plan repairs to the tower pinnacle.

- The Appointments Committee worked on the appointment of both Diocesan and PCC Foundation Governors for our two church schools. It worked closely with the Archdeacon's Office to appoint an Associate Vicar, with a ministry to both St Francis & St Clare and parish-wide Youth Children's and Family work. Revd Carol Dunk was officially licensed to the Parish by the Bishop of Reading on 1st June 2020 via an online video conference.
- Parish Development Plan Work on continued during 2020.
- PCC approved the application for a member of the congregation to receive training through the Berkshire Organists Association Local Education Scheme.
- When the new General Data Protection Act came into effect in 2019, the PCC approved procedures for collecting personal data to enable safe communication and the efficient management of all church groups. The church holds a list of contact details of all parishioners who have given their permission. This list is held securely and can be used only by church officers and only for legitimate church purposes. During lockdown, this list enabled the distribution of the church Weekly Update by email to most parishioners. Requests to remove details can be made at any time.
- Safeguarding
 - The Safeguarding Team acts as a point of contact for anyone who has concerns about the welfare of children or vulnerable adults in our church community or the wider community. We support all the volunteers who work in the parish with children or vulnerable adults. This includes verifying criminal records checks and arranging training sessions. We look forward in hope to arranging more training sessions in 2021, to which all parishioners will be invited.
 - The PCC has reviewed and approved the Parish Safeguarding Profile, which is displayed in the church, the Annexe, the Parish Centre and at St Francis & St Clare's, alongside a list of useful contact numbers and a chart showing how and to whom concerns should be reported.
 -
 - The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The Church of England takes safeguarding very seriously. All clergy and church officers have received recent training.
- The PCC also discussed other matters pertaining to our church, including the Deanery.

RESOURCE AND THANKS

The Trustees (the PCC) extend their thanks to everyone whose voluntary help enables us to fulfil our mission and meet our objectives. Without their skills and dedication most church activities would be unsustainable as the size of the Parish and our congregations together with the range of our activities require a collaborative and shared leadership. Prior to the pandemic we estimated that our unpaid, lay volunteers who give up their time and effort to support the clergy and help with the running of the Parish, the Centre and all the various committees, groups and activities in all our worship centres as being the equivalent of 15 full-time staff. This included lay co-ordination of key pastoral ministries in Baptism, Marriage and Path to Peace alongside most parish groups and administrative functions.

Although our activity was reduced from March 2020, many people have continued to carry out their usual tasks during lockdown with commitment and imagination, employing social distancing and online meetings.

FINANCIAL REVIEW

Bankers: NatWest Bank, 5 High Street, Bracknell, Berkshire, RG12 1DH
Lloyds Bank, 10 High Street, Bracknell, Berkshire, RG12 1DH

The attached accounts for 2020 have been prepared in accordance with the Charity Commission and Church Accounting Regulations.

OVERVIEW

The attached Management Report provides the figures for the year ending 31st December 2020.

The year has been hit by the Covid 19 pandemic restrictions, including periods when the Church was not open for several months. While planned giving held up well, events, such as the Church fete, were cancelled and bookings were cancelled in the Parish Centre. All contributed to a loss of income.

The decision was taken to maintain the Major Projects initiative, this included the purchase of equipment to facilitate video streaming, necessitated by the pandemic restrictions, and the refurbishment of Magdalene House.

Details of the income, expenditure and assets for the year are in the accounts, which are associated with but are filed separately from this report.

RESERVES

The Church's policy is to have at least £100,000 in reserve and is identified within the accounts as 3000 Church Reserves. The £100,000 figure is broadly equivalent to one year's Parish Share or 6 months income.

RISKS

Pinnacle stonework.

At the 2016 Quinquennial inspection cracking was identified in the pinnacle on top of the tower. The cost of rebuilding the stonework and parapets is in the region of £50-70,000. Subsequently an architect's inspection advised that as long as the cracks did not get any worse and were inspected every year, there was no immediate need to do the work. We are also negotiating with the mobile phone companies who wish to renew their systems; there may be opportunities to re-use the phone companies' scaffolding when working on the pinnacle. However, these discussions are protracted and on-going. External funding would be sought if the pinnacle stonework became more urgent and if we were unable to make use of the mobile phone companies' scaffolding.

2021 Quinquennial Inspection

The next Quinquennial Inspection is due in 2021. Whilst we do not anticipate any major work over and above that previously identified, there is always a risk that such an inspection will identify new problems. A risk factor of up to £30,000 could be attributed to further work due to the Quinquennial.

Loss of income

The on going pandemic restrictions have caused a loss of income which will extend well into 2021 with on going loss of income which will probably result in a deficit for the coming year. The financial situation is such that the Parish can weather this storm, but clearly we look forward to the end of the restrictions not only for the sake of the finances but for the life of the Church itself.

The Ecclesiastical Parish of St Michael and St Mary Magdalene, Easthampstead
Annual Report of the Trustees for the year ended 31st December 2020

1a

Statement of Financial Activities (SOFA)

| | | Unrestricted Funds | Designated Funds | Restricted Funds | Endowment Funds | Total this year | Total last year |
|--|------|--------------------|------------------|------------------|-----------------|------------------|------------------|
| | | £ | £ | £ | £ | £ | £ |
| INCOMING RESOURCES | | | | | | | |
| | Note | | | | | | |
| Voluntary income | 2(a) | 89,532 | 2,044 | 6,350 | 0 | 97,926 | 116,026 |
| Activities for generating funds | 2(b) | 217 | 39,910 | 0 | 0 | 40,127 | 62,945 |
| Income from investments | 2(c) | 0 | 1,422 | 9 | 237 | 1,668 | 1,640 |
| Church activities | 2(d) | 5,235 | 0 | 0 | 0 | 5,235 | 10,675 |
| Other incoming resources | 2(e) | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL INCOMING RESOURCES | | 94,985 | 43,376 | 6,358 | 237 | 144,956 | 191,285 |
| RESOURCES EXPENDED | | | | | | | |
| Church activities | 3(a) | 165,975 | 10,011 | 2,279 | 0 | 178,264 | 185,436 |
| Cost of generation of voluntary income | 3(b) | 0 | 0 | 0 | 0 | 0 | 0 |
| Fund raising trading costs | 3(c) | 0 | 155 | 0 | 0 | 155 | 4,260 |
| Governance costs | | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL RESOURCES EXPENDED | | 165,975 | 10,167 | 2,279 | 0 | 178,420 | 189,696 |
| NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES | | | | | | | |
| | | -70,990 | 33,209 | 4,080 | 237 | -33,464 | 1,590 |
| Gains on investment assets: | | | | | | | |
| on disposal | 5 | 0 | 0 | 0 | 0 | 0 | 0 |
| on revaluation | 5 | 0 | 10,647 | 0 | 1,328 | 11,976 | 0 |
| NET MOVEMENT IN FUNDS | | -70,990 | 43,857 | 4,080 | 1,565 | -21,488 | 1,590 |
| BALANCES B/FWD 1 JANUARY | | 102,011 | 1,176,216 | 14,206 | 6,627 | 1,299,059 | 1,306,252 |
| BALANCES C/FWD 31 DECEMBER | | 31,021 | 1,220,072 | 18,286 | 8,192 | 1,277,571 | 1,307,842 |

Approved by the PCC on.....

Signed on their behalf by.....(PCC chairman)

The Ecclesiastical Parish of St Michael and St Mary Magdalene, Easthampstead
Annual Report of the Trustees for the year ended 31st December 2020

1b

Balance Sheet

| | | | Unrestricted Funds | Designated Funds | Restricted Funds | Endowment Funds | Total this year | Total last year |
|--|---|--|--------------------|------------------|------------------|-----------------|------------------|------------------|
| | | | £ | £ | £ | £ | £ | £ |
| FIXED ASSETS | | | | | | | | |
| Tangible assets | 5 | | 1,176 | 927,294 | 0 | 0 | 928,470 | 931,386 |
| Investments | 5 | | 0 | 50,667 | 0 | 7,122 | 57,790 | 46,905 |
| Total fixed assets | | | 1,176 | 977,961 | 0 | 7,122 | 986,259 | 978,291 |
| CURRENT ASSETS | | | | | | | | |
| Stock | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Debtors | 6 | | 5,828 | 2,408 | 0 | 0 | 8,236 | 11,403 |
| Short term investments | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Cash at bank and in hand | | | 43,626 | 226,664 | 18,397 | 0 | 288,687 | 316,265 |
| LIABILITIES | | | | | | | | |
| Creditors due within one year | 7 | | 108 | 0 | 111 | 0 | 219 | 649 |
| NET CURRENT ASSETS / (LIABILITIES) | | | 49,346 | 229,072 | 18,286 | 0 | 296,704 | 327,020 |
| Total assets less current liabilities | | | 50,522 | 1,207,033 | 18,286 | 7,122 | 1,282,963 | 1,305,310 |
| Long term creditors | | | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL NET ASSETS | | | 50,522 | 1,207,033 | 18,286 | 7,122 | 1,282,963 | 1,305,310 |
| PARISH FUNDS | | | | | | | | |
| Unrestricted funds | | | 50,522 | 0 | 0 | 0 | 50,522 | 70,519 |
| Designated Funds | | | | 1,207,033 | 0 | 0 | 1,207,033 | 1,206,984 |
| Restricted funds | | | | | 18,286 | 0 | 18,286 | 20,922 |
| Permanent endowment funds | | | 0 | 0 | 0 | 7,122 | 7,122 | 6,885 |
| TOTAL FUNDS | | | 50,522 | 1,207,033 | 18,286 | 7,122 | 1,282,963 | 1,305,310 |

The Ecclesiastical Parish of St Michael and St Mary Magdalene, Easthampstead
Annual Report of the Trustees for the year ended 31st December 2020

Notes to the financial statements
For the year ended 31 December 2020

ACCOUNTING POLICIES

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at fair value.

| | |
|--|--|
| INCOMING RESOURCES | |
| Recognition of income and endowments | |
| These are included in the Statement of Financial Activities (SOFA) when: | |
| <ol style="list-style-type: none"> 1. the PCC becomes legally entitled to the use of the resources; 2. and inflow of economic benefit is probable; and 3. the monetary value can be measured with sufficient reliability. | |
| Fundraising costs | Funds raised from events and trading activities (e.g. a fete, a garden party or sales of books and magazines) are reported gross in the SOFA – i.e., before any related costs that may have been deducted from the gross proceeds. |
| Grants and donations | Grants and donations are included in the SOFA when any pre- conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received. |
| Gift Aid Tax claims, etc., on cash donations | Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate. |
| Gifts in kind | <p>Gifts in kind are accounted for at a reasonable estimate of their fair value at the time of gift, if feasible, or else at the amount actually realised from their disposal.</p> <p>Gifts in kind for sale to fund the PCC are included in the accounts at their estimated fair value at the date of gift, if feasible – or else recognised when sold by the charity.</p> <p>Gifts in kind for the PCC's own use are included in the SOFA as incoming resources at their fair value when receivable, and expensed as and when consumed in use. Gifts of fixed assets, if material, are included in the balance sheet at their fair value and expensed over the asset's useful economic life.</p> |
| Donated services and facilities | These are included in income (and at the same time in resources expended) at the estimated fair value to the PCC of the service or facility received. |
| Volunteer help | The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report. |
| Rental income | Rental income from the letting of the church is recognised when the rental is due |
| Investment income | This is included in the accounts when receivable. |
| Investment gains and losses | This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year. |
| EXPENDITURE AND LIABILITIES | |
| Liability recognition | Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable. |
| Governance costs | Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters. |
| Grants payable without performance conditions | These are recognised in the accounts when a commitment has been made externally and there are no pre-conditions still to be met for entitlement to the grant which remain within the control of the PCC. |
| Support Costs (If allocated across more than one heading) | Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources. |

The Ecclesiastical Parish of St Michael and St Mary Magdalene, Easthampstead
Annual Report of the Trustees for the year ended 31st December 2020

| | | | | | | | | | |
|---|---|--------|-----|--------------|-----|-----------------------|----------|-------------|---------|
| ASSETS | | | | | | | | | |
| Consecrated and benefice property | In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements. | | | | | | | | |
| Moveable church furnishings | <p>These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts- in-kind, at a reasonable estimate of their open market value on receipt.</p> <p>Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:</p> | | | | | | | | |
| Tangible fixed assets for use by charity | <p>These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts- in-kind, at a reasonable estimate of their open market value on receipt.</p> <p>Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>• Land</td><td>Nil</td></tr> <tr> <td>• Buildings*</td><td>Nil</td></tr> <tr> <td>• Fixtures & Fittings</td><td>20 years</td></tr> <tr> <td>• Equipment</td><td>5 years</td></tr> </table> <p>*No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.</p> | • Land | Nil | • Buildings* | Nil | • Fixtures & Fittings | 20 years | • Equipment | 5 years |
| • Land | Nil | | | | | | | | |
| • Buildings* | Nil | | | | | | | | |
| • Fixtures & Fittings | 20 years | | | | | | | | |
| • Equipment | 5 years | | | | | | | | |
| Investments | Investments quoted on a recognised stock exchange or whose value derives from them (CIFs, etc.) are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value. | | | | | | | | |
| Trading Stocks | These are valued at the lower of cost (or gift value) or year end fair value. | | | | | | | | |
| Short term deposits | Include cash held on deposit either with the CBF Church of England Funds or at the bank. | | | | | | | | |
| FUNDS | | | | | | | | | |
| Unrestricted Funds | These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report. | | | | | | | | |
| Restricted Funds | These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts. | | | | | | | | |
| Endowment Funds | These 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 Ecclesiastical Parish of St Michael and St Mary Magdalene, Easthampstead
Annual Report of the Trustees for the year ended 31st December 2020

2 INCOME AND ENDOWMENTS FROM:

2(a) Voluntary income

Planned giving:
 Donations
 Tax recoverable
 Other
 Collections (open plate)
 Donations, appeals etc
 Legacies

| Unrestricted funds £ | Designated funds £ | Restricted funds £ | Endowment funds £ | Total this year £ | Total last year £ |
|-------------------------|-----------------------|-----------------------|----------------------|----------------------|----------------------|
| 64,211 | 0 | 3,120 | 0 | 67,331 | 74,804 |
| 16,708 | 0 | 660 | 0 | 17,368 | 17,065 |
| 0 | 2,097 | 0 | 0 | 2,097 | 1,873 |
| 3,134 | 0 | 0 | 0 | 3,134 | 6,255 |
| 5,480 | 0 | 2,517 | 0 | 7,998 | 14,715 |
| 0 | 0 | 0 | 0 | 0 | 1,314 |
| 89,532 | 2,097 | 6,297 | 0 | 97,926 | 116,026 |

2(b) Activities for generating funds

Fund raising
 Fete
 Parish Centre lettings
 NHS Use of Car Park
 Magdalene House let
 Mobile Phone mast income

| | | | | | |
|------------|---------------|----------|----------|---------------|---------------|
| 217 | 0 | 0 | 0 | 217 | 0 |
| 0 | 0 | 0 | 0 | 0 | 5,874 |
| 0 | 9,023 | 0 | 0 | 9,023 | 21,709 |
| 0 | 1,800 | 0 | 0 | 1,800 | 1,800 |
| 0 | 9,837 | 0 | 0 | 9,837 | 14,311 |
| 0 | 19,250 | 0 | 0 | 19,250 | 19,250 |
| 217 | 39,910 | 0 | 0 | 40,127 | 62,945 |

2(c) Income from investments

Dividends and interest including tax
 recoverable

| | | | | | |
|----------|--------------|----------|------------|--------------|--------------|
| 0 | 1,422 | 9 | 237 | 1,668 | 1,640 |
| 0 | 1,422 | 9 | 237 | 1,668 | 1,640 |

2(d) Income from church activities

Wedding and Funeral Fees
 Magazines and Books

| | | | | | |
|--------------|----------|----------|----------|--------------|---------------|
| 5,235 | 0 | 0 | 0 | 5,235 | 10,675 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 5,235 | 0 | 0 | 0 | 5,235 | 10,675 |

2(e) Other incoming resources

| | | | | | |
|----------|----------|----------|----------|----------|----------|
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |

TOTAL INCOMING RESOURCES

| | | | | | |
|---------------|---------------|--------------|------------|----------------|----------------|
| 94,985 | 43,428 | 6,306 | 237 | 144,956 | 191,285 |
|---------------|---------------|--------------|------------|----------------|----------------|

3 EXPENDITURE

3(a) Church Activities

Mission and charitable giving

Overseas:

Parish in Bethlehem
 ARK

Home:

The Pines School
 Jennett's Park School
 St Michael's School

JAC

DEBRA

St Michael's Homeless Fund

Church 4 U Fund

Friends of St Michael's School (fete share)

Alexander Devine (fete charity)

Total Mission and charitable giving

8

| Unrestricted funds £ | Designated funds £ | Restricted income funds £ | Endowment funds £ | Total this year £ | Total last year £ |
|-------------------------|-----------------------|---------------------------------|----------------------|----------------------|----------------------|
| 500 | 0 | 0 | 0 | 500 | 0 |
| | 0 | 0 | 0 | 0 | 0 |
| 333 | 0 | 0 | 0 | 333 | 3,009 |
| 333 | 0 | 0 | 0 | 333 | 0 |
| 333 | 0 | 0 | 0 | 333 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 500 | 0 | 0 | 0 | 500 | 0 |
| 500 | 0 | 0 | 0 | 500 | 0 |
| 0 | 0 | 0 | 0 | 0 | 898 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 2,499 | 0 | 0 | 0 | 2,499 | 3,907 |

Ministry: Diocesan parish share

Other ministry costs

Church running and maintenance

Depreciation church equipment

Churchyard

Parish Centre costs

Printing and stationery

Parish Administrator, Organist and Centre Cleaner

Bank charges

Church Activities Total

| | | | | | |
|----------------|---------------|--------------|----------|----------------|----------------|
| 103,358 | 0 | 0 | 0 | 103,358 | 99,930 |
| 30,740 | 0 | 436 | 0 | 31,177 | 14,104 |
| 17,254 | 1,039 | 216 | 0 | 18,509 | 19,969 |
| 0 | 1,740 | 1,176 | 0 | 2,916 | 865 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 7,232 | 0 | 0 | 7,232 | 18,998 |
| 1,155 | 0 | 0 | 0 | 1,155 | 1,900 |
| 8,173 | 2,432 | 0 | 0 | 10,605 | 25,400 |
| 216 | 0 | 0 | 0 | 216 | 364 |
| 163,396 | 12,443 | 1,828 | 0 | 177,668 | 185,437 |

The staff costs of the Parish Administrator, Organist and Centre Cleaner were divided as follows:

Gross wages

8,173

Employer National Insurance after HMRC Incentive Payment

2,432

Pension costs

0

10,605

Average number of employees

3

The following charitable collections were made and passed directly to the recipient so are not included in the accounts

The Ecclesiastical Parish of St Michael and St Mary Magdalene, Easthampstead
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Bishops Outreach Fund
 Royal British Legion
 Thames Valley Hospice
 The Children's Society (Christingle)

9

Total

| | |
|----------|------------|
| 0 | 253 |
| 0 | 140 |
| 0 | 0 |
| 0 | 112 |
| 0 | 505 |

Total Charitable Giving by the Parish (sum of 8 & 9)

| | |
|--------------|--------------|
| 2,499 | 4,411 |
|--------------|--------------|

Generation of voluntary income

3(b) Giving envelopes and function costs

| | | | | | |
|----------|----------|----------|----------|----------|----------|
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |

Fund raising costs

3(c) Fete and Function costs

| | | | | | |
|----------|------------|----------|----------|------------|--------------|
| 0 | 301 | 0 | 0 | 301 | 4,260 |
| 0 | 301 | 0 | 0 | 301 | 4,260 |

TOTAL RESOURCES EXPENDED

| | | | | | |
|----------------|---------------|--------------|----------|----------------|----------------|
| 163,396 | 12,745 | 1,828 | 0 | 177,969 | 189,697 |
|----------------|---------------|--------------|----------|----------------|----------------|

PAYMENTS TO PCC MEMBERS

4

No emoluments were paid to any member of the PCC.
 Members of the PCC received occasional, small payments (£10-£20) for officiating at weddings and funerals as a vergers, chorister, flower arranger or bellringer.
 2 members of the PCC were re-imbursed Travelling and Related Expenses totalling:

1,163

FIXED ASSETS

(a) Tangible

5

ACTUAL/DEEMED COST

At Jan 1st 2020
 Acquisitions
 Disposal
 Revaluation
 At Dec 31st 2020

| Freehold land and buildings £ | Church equipment Restricted £ | Church equipment Unrestricted £ | Total £ |
|----------------------------------|-------------------------------------|---------------------------------------|----------------|
| 926,438 | 2,407 | 2,906 | 931,751 |
| - | - | - | - |
| - | - | - | - |
| - | - | - | - |
| 926,438 | 2,407 | 2,906 | 931,751 |

Under Freehold land and buildings, the Parish Centre is now valued at its insurance value of £512,796 and Magdalene House at a value of £340,508 as estimated by Nationwide. All assets are now fully depreciated.

DEPRECIATION

At 1 Jan 2020
 Withdrawn on disposals
 Charge for the year
 At Dec 31st 2020

| | | | |
|----------------|--------------|--------------|----------------|
| - | - | - | - |
| - | - | - | - |
| - | 1,176 | 1,740 | 2,916 |
| - | 1,176 | 1,740 | 2,916 |
| 926,438 | 1,231 | 1,166 | 928,835 |

BOOK VALUE

At Dec 31st 2020

(b) Investments

Market value 1 January 2020
 Revaluation Gain
 Market value 31 December 2020

| Unrestricted funds £ | Designated funds £ | Restricted Funds £ | Endowment Funds £ | Total this year £ | Total last year £ |
|-------------------------|-----------------------|-----------------------|----------------------|----------------------|----------------------|
| 0 | 40,020 | 0 | 6,627 | 46,647 | 46,674 |
| 0 | 10,647 | 0 | 1,328 | 11,976 | 0 |
| 0 | 50,667 | 0 | 7,955 | 58,622 | 46,674 |

Minor Assets (not included in Balance Sheet)

| | | | | | |
|----------|----------|----------|----------|----------|----------|
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |

DEBTORS

6

Gift Aid
 VAT on Maintenance
 Prepayments
 Other

| | | | | | |
|--------------|--------------|----------|----------|--------------|---------------|
| 5,722 | 0 | 0 | 0 | 5,722 | 3,847 |
| 106 | 0 | 0 | 0 | 106 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 2,408 | 0 | 0 | 2,408 | 7,557 |
| 5,828 | 2,408 | 0 | 0 | 8,236 | 11,403 |

LIABILITIES

7

Creditors
 Special Collections
 Long term Creditors
 Accruals
 Fees
 Other

| | | | | | |
|------------|----------|------------|----------|------------|------------|
| 0 | 0 | 111 | 0 | 111 | 583 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 108 | 0 | 0 | 0 | 108 | 20 |
| 0 | 0 | 0 | 0 | 0 | 46 |
| 108 | 0 | 111 | 0 | 219 | 649 |

The Ecclesiastical Parish of St Michael and St Mary Magdalene, Easthampstead

Annual Report of the Trustees for the year ended 31st December 2020

Endowment and Restricted Funds

8

These are included under Restricted or Endowment Funds headings in the SOFA and Balance sheets above.

| Key | PE | Permanent Endowment Funds |
|---|------------------|--|
| | R | Restricted Income Funds |
| Restoration | R | For the restoration of the church. |
| Piano Fund | R | For the new digital piano |
| Easthampstead Graveyard Trust | PE | For maintaining the graveyard |
| Easthampstead Mrs WA Davies Bequest | PE | For maintaining the graveyard and the grave of Mrs Davies' husband |
| Easthampstead Churchyard Trust | PE | For maintain the churchyard and other expenses |
| G Samuel Charity and Educational Foundation | PE | For the poor of Easthampstead Parish |
| Rev'd O Gordon Charity | PE | For the Choir Children |
| The Charity of Mrs Frances May | PE | For maintaining the graveyard |
| The Ridgeway Bequest | PE | For the poor of Easthampstead Parish |
| Movement of Major Funds | | |
| Fund Name | | |
| Incoming resources | Restoration Fund | Endowment Funds |
| Expenditure | | Restricted Funds |
| Transfers | 3,841.30 | 237.22 |
| Gains and Losses | 216.00 | 237.22 |
| Net movement | 0.00 | 0.00 |
| Opening balance | 0.00 | 1,328.24 |
| Closing Book Balance | 3,625.30 | 1,328.24 |
| Less asset expenditure not yet depreciated | 6,629.89 | 5,794.24 |
| Unspent Funds | 10,255.19 | 7,122.48 |
| | | 8,030.55 |

| Restricted Fund Details: | Income | Expenditure | Funds |
|-------------------------------------|----------|-------------|----------|
| Server Fund | 0.00 | 0.00 | 498.02 |
| Thursday Group Fund | 0.00 | 0.00 | 119.70 |
| Childrens Communion Books | 0.00 | 0.00 | 8.17 |
| Choir Fund | 0.00 | 0.00 | -486.97 |
| Choir Robes | 0.00 | 0.00 | 0.00 |
| Youth Work Fund | 0.00 | 0.00 | 11.13 |
| Social Event Fund | 398.00 | 436.35 | 966.13 |
| Altar Textiles Fund | 0.00 | 0.00 | 117.40 |
| Outreach Fund | 0.00 | 0.00 | 0.00 |
| Parish Centre Fund | 0.00 | 0.00 | 0.00 |
| Jennetts Park Fund | 0.00 | 0.00 | -18.00 |
| Progressive Christians Fund | 0.00 | 0.00 | 100.00 |
| Confirmation Resource Fund | 0.00 | 0.00 | 0.00 |
| Heritage Weekend | 0.00 | 0.00 | 581.96 |
| Living Churchyard | 0.00 | 0.00 | 84.48 |
| Sunday School Fund | 0.00 | 0.00 | 1.67 |
| Octoberfest | 0.00 | 0.00 | 400.00 |
| C4U Charity Fund (10% of donations) | 8.70 | 0.00 | 316.47 |
| 150th Anniversary Funds | 0.00 | 0.00 | 135.00 |
| Flower Festival | 0.00 | 0.00 | 102.89 |
| Homeless Fund Reserves | 1,245.71 | 450.34 | 5,403.76 |
| | 1,652.41 | 886.69 | 8,341.81 |

Trading and General Funds

These are funds which the PCC has designated for particular purposes. They are included under the Unrestricted Funds in the SOFA and Balance Sheet above. Their designation can be changed by the PCC at any time.

9

| | Clergy Housing Fund | Parish Centre Fund | Development Fund | General Fund |
|--|---------------------|--------------------|------------------|--------------|
| Incoming resources | 9,836.99 | 9,022.71 | 21,050.00 | 97,028.55 |
| Expenditure | 1,038.92 | 8,972.14 | 11,150.78 | 154,979.29 |
| Transfers | 0.00 | 0.00 | 0.00 | 0.00 |
| Interest/dividends | 1,422.12 | 0.00 | 0.00 | 0.00 |
| Gains and Losses | 10,647.27 | 0.00 | 0.00 | 0.00 |
| Net movement | 20,867.46 | 50.57 | 9,899.22 | -57,950.74 |
| Opening balance | 32,175.45 | 0.00 | 217,602.10 | 102,010.87 |
| Closing Book Balance | 53,042.91 | 50.57 | 227,501.32 | 44,060.13 |
| Less asset expenditure not yet depreciated | 0.00 | 855.68 | 0.00 | 1,176.00 |
| Unspent Funds | 53,042.91 | -805.11 | 227,501.32 | 42,884.13 |

Note

£50,667 of the funds are held in investments.

PCC Trading Funds

The Ecclesiastical Parish of St Michael and St Mary Magdalene, Easthampstead
Annual Report of the Trustees for the year ended 31st December 2020

10

Clergy Housing

| | | Total this year | Total last year |
|----|-------------------------------|-----------------|-----------------|
| 11 | Income | | |
| | Magdalene House Rental Income | 9,837 | 14,311 |
| | Investments | 1,422 | 1,381 |
| | Total Income | 11,259 | 15,692 |
| | Expenditure | | |
| | Clergy Housing - Repairs | 180 | 468 |
| | Magdalene House Expenses | 859 | 643 |
| | Total Expenditure | 1,039 | 1,111 |
| | Profit/Loss | 10,220 | 14,581 |

Parish Centre

| | | Total this year | Total last year |
|----|------------------------------|-----------------|-----------------|
| 12 | Income | | |
| | Centre Lets | 9,023 | 21,709 |
| | Total Income | 9,023 | 21,709 |
| | Expenditure | | |
| | Cleaning Costs | 2,250 | 4,412 |
| | Centre Insurance | - | 1,517 |
| | Centre Water Rates | 210 | 2,142 |
| | Gas & Electric | 1,900 | 2,682 |
| | Repairs and Maintenance | 2,872 | 8,246 |
| | Miscellaneous & Depreciation | 1,740 | 865 |
| | Total Expenditure | 8,972 | 19,863 |
| | Profit/Loss | 51 | 1,846 |

Development

| | | Total this year | Total last year |
|----|--------------------------------------|-----------------|-----------------|
| 13 | Income | | |
| | Church Fete Income | - | 5,874 |
| | Mobile Phone Income | 19,250 | 19,250 |
| | NHS Use of Car Park | 1,800 | 1,800 |
| | Donations | - | 143 |
| | Total Income | 21,050 | 27,067 |
| | Expenditure | | |
| | Church Fete Costs | 155 | 4,260 |
| | Fete Proceed Donations & Expenditure | - | 500 |
| | Church Improvements | - | - |
| | Youth Worker | - | 12,361 |
| | Depreciation on Equipment | - | - |
| | Total Expenditure | 155 | 17,121 |
| | Profit/Loss | 20,895 | 9,946 |

General Fund

| | | Total this year | Total last year |
|----|--|-----------------|-----------------|
| 14 | Income | | |
| | Donations and Collections | 68,345 | 81,832 |
| | Gift Aid | 16,708 | 15,921 |
| | Donations from Church@Pines | 4,480 | 4,815 |
| | Weddings, Funerals and Baptisms | 5,235 | 10,675 |
| | Deanery Share Rebate | - | 1,873 |
| | Investments | 189 | - |
| | Magazines | - | - |
| | Miscellaneous | 2,072 | 16 |
| | Total Income | 97,029 | 115,132 |
| | Expenditure | | |
| | Parish Share | 103,358 | 99,930 |
| | Service Costs | 3,673 | 3,944 |
| | Wedding, Funeral and Baptism Costs | 1,643 | 4,998 |
| | Charitable Donations | 2,499 | 2,480 |
| | Salaries and Employer National Insurance | 10,605 | 13,038 |
| | Council Tax and Water Rates | 138 | 228 |
| | Gas and Electricity | 2,651 | 3,091 |
| | Building Insurance | 6,643 | 5,060 |
| | Equipment Maintenance | 650 | 921 |
| | Church Repairs | 3,751 | 2,303 |
| | Administration | 6,157 | 7,735 |
| | Miscellaneous & Depreciation | 24,061 | 1,957 |
| | Total Expenditure | 165,829 | 145,686 |
| | Profit/Loss | - 68,800 | - 30,553 |

Other Information to be Provided

The PCC has no material commitments not provided for in the accounts.
The PCC has no loans secured on its assets.
The PCC did not make any ex-gratia payments during the year.

***The Ecclesiastical Parish of St Michael and St Mary
Magdalene, Easthampstead***

In the Archdeaconry of Berkshire, Diocese of Oxford



DRAFT Trustees Annual Report for Standing Committee

1st January to 31st December 2020

**The Diocesan Pilgrimage Church of St Michael and St Mary Magdalene,
The Church@The Pines Local Ecumenical Partnership,
St Francis and St Clare Church, Jennett's Park.**

Registered Address:

The Parish Office, The Parish Centre, Crowthorne Road, Bracknell, Berkshire, RG12 7ER

www.stmichaelseasthampstead.org.uk

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ABBREVIATIONS

| | |
|-------------|-------------------------------------|
| APCM | Annual Parochial Church Meeting |
| GA | Gift Aid |
| GDPR | General Data Protection Regulations |
| LA | Local Authority |
| LED | Light emitting diode |
| LEP | Local Ecumenical Partnership |
| PCC | Parochial Church Council |
| PPE | Personal Protection Equipment |
| Q1, 2, 3, 4 | Quarter Years |

AIM AND PURPOSES

The Parochial Church Council (the PCC) of St Michael & St Mary Magdalene has the responsibility to co-operate with the minister in 'promoting in the ecclesiastical Parish the whole mission of the Church; pastoral, evangelistic, social and ecumenical', [see Parochial Church Council (Powers) Measure 1956]. We are one of the largest single Parishes in the Church of England serving a growing population of over 40,000. Our three worship centres are: The Parish Church of St Michael and St Mary Magdalene; St Francis and St Clare, Jennett's Park and The Church at the Pines, LEP, with the Methodist Church.

The PCC is also responsible for the maintenance of St Michael & St Mary Magdalene Church, the Parish Centre and grounds and Magdalene House.

OUR MISSION

Our mission to worship God, serve others and make disciples and we try to enable ordinary people to live out their faith as part of our parish community. When planning our activities, we consider the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. Fuller details on the activities of our Church Groups and our Community Outreach are given in the Parish Annual report and can be found on our website. Please contact the Parish Administrator if you would like to have a paper copy.

2020 has been a year where many of our normal or planned activities were directly impacted by Covid-19 lockdown and social distancing rules. From March our buildings were closed for several months, services were live streamed and when opened for brief periods, congregation sizes were limited by social-distancing rules. Many of our community have not been able to attend congregational worship. Meetings and study courses were held on-line and social activities and schools activities ceased.

WORSHIP AND PRAYER

Worship is at the heart of who and what we are as a church community.

TABLE OF OUR REGULAR SERVICES

Our regular pattern of worship pattern was adhered to until the end of March 2020 when a full national Lockdown came into force as a result of the Corona-virus pandemic. Churches in England were closed for all worship and activities for the first time in 800 years.

Since then, the PCC and clergy have always followed Church of England and Government guidelines, often interpreting them with caution to safeguard everyone. The effects of this on our regular services can be seen in the table below. Adjustments to our regular services in 2020 caused by the regulations concerning Covid-19 are indicated below **in bold**.

| SERVICE | WHEN | DESCRIPTION |
|--------------------------|--------------------------------|---|
| THE PARISH CHURCH | | |
| The Eucharist | Sunday Weekly 8am | A quiet devotional Eucharist with a short sermon. Suspended from 23/03 |
| Parish Eucharist | Sunday Weekly 9.30am | The main Sunday Eucharist for the Church family. Children's Church, for children aged 3+ Live streamed from 29/03; limited congregation present from 24/05. |
| Family Service | 3 rd Sunday 11.30am | A 30-minute family-friendly service with songs. Suspended from 23/03 |

| | | |
|---------------------------------------|--|--|
| Church4U | 1st & 3rd Sundays 3.30pm | For young children and their families. Songs and crafts in the context of a short and simple Eucharist. Suspended from 23/03 then live streamed from 04/04 |
| Christ in Quiet | 2nd Sunday 6.30pm | A quiet informal service for thought, prayer and reflection. Pre-recorded from end March 2020 and streamed |
| The Eucharist | Tuesday 7.00pm | A quiet devotional Eucharist with a short sermon. Suspended from 23/03 |
| Path to Peace | 4th Tuesday 7.00pm | Bereavement Ministry. included in Tuesday Eucharist until 23/03 then Live streamed from 29/03. |
| Toddler Service | Thursday term time Weekly 9.30am | Songs, story and a prayer followed by free play and refreshments in the Parish Centre Suspended from 23/03 |
| The Eucharist | Thursday Weekly 10.30am | A quiet devotional Eucharist with a short sermon Suspended from 23/03 live streamed from 07/05, with limited congregation |
| ST FRANCIS & ST CLARE | | |
| Family Eucharist | Sunday Weekly 11.00am | A service for all ages. A family friendly Eucharist with contemporary songs, craft, a Bible story, a short homily and interactive prayers. Suspended from end March. Café-style Communion Services Sept to Nov. live - streamed from December. |
| CHURCH@THE PINES | | |
| All-Age Worship/ Communion Service | Sunday Weekly 11.00am | An informal service, welcoming newcomers, lasting about one hour. Congregational worship suspended from 23/03 until 25/10. All other services conducted by video link and Zoom. |

LIVE STREAMING

From the start of the first lockdown, our worship provision became a combination of pre-recorded and live streamed services; with social distancing by a reduced congregation when churches re-opened for public worship. During full lockdown when no clergy were permitted to enter the church, services were streamed from the Rectory.

This has not been an easy adjustment and we are greatly indebted to the many people whose dedication and skills made this possible. Further details of the arrangements and scope of the

work involved are contained in the Parish Report.

Throughout 2020 the range of our broadcast services continued to grow and for much of the year we had been using equipment which was loaned to us free of charge. It had previously been a long-term objective of the PCC to record or broadcast some services. As a result, the PCC approved the purchase of its own equipment so that Live streaming could continue after Covid restrictions have been lifted.

The numbers for live streaming have been high and have drawn a congregation from across the UK, USA, South Africa, and Australia, to name but a few. As the videos on YouTube are available after live streaming, they are often still being watched months later. Viewing numbers for our earliest live streamed videos continue to rise a year later. It should also be borne in mind that the figures are for the number of devices watching the videos which may represent more than one person viewing.

The viewing figures cover 22nd March to 31st December 2020. They were counted on 24th March 2021, just over a year after we started live streaming. The viewing figures have fluctuated across the period depending on the Church Year and whether a congregation was possible in lockdown easing.

The average Sunday viewing figure 22nd March to 31st December 2020 is 169. This is for the 09.30 Sunday Eucharist only, averaged over 38 Sundays. The viewing figures for Easter and Christmas are the combined viewing figures for all services on those days; Easter 575, Christmas 402, Christmas Carol Service 223.

In light of rising transmission rates, and a third lockdown in the offing, the PCC decided in December to cease public worship in church again on the first Sunday in 2021.

Despite the difficulties, our Director of Music and the Choir recorded both an Advent Carol and a Christmas Carol service. Our serving team has been stood down for a year. The bells in the tower have been silent. Throughout the liturgical year, our congregations have had to learn to worship via a computer screen and experience Spiritual Communion. However, through a massive team effort, we have managed to keep the worship of the church going and maintained a sense of being community. and we look forward to the time when we will be able to worship together in church without restrictions.

St. Francis and St. Clare

Revd Carol Dunk was licensed as Associate Priest in June 2020, with particular responsibility for the work and Mission of St Francis and St Clare with oversight of our Youth & Children's Ministry. Once church meetings were permitted, Sunday worship became a socially distanced Café style Communion service, followed by refreshments (also Covid friendly). A Service of the Word via Zoom during a lockdown was less successful although later live streamed services were better attended. After discussions, it is likely that the Café style services will be adopted in the future.

MISSION DISCIPLESHIP AND EVANGELISM

We conduct many activities and courses that help deepen our discipleship and develop our sense of community. We plan these to meet the needs for each stage of an individual's faith journey and to ensure that parishioners are kept informed of the important matters affecting our church. Our Lent and Advent courses took place online. However, a result of the pandemic, many regular study and worship activities were cancelled. Octoberfest, National Gallery Study Days, Choral Evensongs at St Paul's Cathedral, Supper with the Saints and the Passover Meal fell victim to lockdown and no children were able to make their First Communion on Mothering Sunday. It was not possible to host the regular Civic Service and the Waitrose Family Carol Service.

On 21st October the Rt Revd Olivia Graham, Bishop of Reading confirmed and celebrated the Eucharist with 3 confirmands from the Reading Episcopal Area. This was one few of the

Confirmation Services to take place in the Diocese during the Pandemic. It followed PCC, Church of England and Government guidelines and took place here because of the size of our church building and our live streaming capabilities. It was organised by Rev Carol Dunk. Ordinarily this parish would have one of the highest confirmation rates in the episcopal area. However, no candidates from this parish were presented as the dates of the Confirmation Course coincided with the first National Lockdown and Lockdown easing.

In addition to live streamed worship 11 baptisms and 2 marriages took place before lockdown or in lockdown easing. The clergy have also taken 14 funerals.

FELLOWSHIP

In a normal year, we are a busy church where we hope we can provide something for everyone. We have approximately 20 church groups which support our mission and objectives; the PCC and our groups are keen to offer a range of activities and services during the week and over the course of the year which our community finds both beneficial and spiritually fulfilling. We encourage our parishioners to contribute to the church and their own spiritual life by offering time and talents for the building up of the church and furthering its mission. We have not forgotten the benefits of social time after our services and this year we have held phone coffee and tea meetings after our Sunday and Thursday Eucharists. We consider it important that everyone should feel part of our community and that they know that their contribution to our church life is valued. Activities are varied and include bell ringing, the living churchyard, flower arranging, church cleaning and setting up the church for worship as well as welcoming and supporting those in need. New initiatives are often suggested by church members with particular interests and many have a social aspect to them.

Many of our activities, including our occasional Film Nights and the Christmas Party, which normally provide occasions for combining teaching, social activities and food were cancelled or re-arranged. Our annual Church/School Fete could not take place. Groups were stood down and staff placed on furlough. Choir input was severely reduced, bell-ringing took place electronically and flower-arranging was limited.

YOUTH AND CHILDREN

Young people are valued as members of the Church and ordinarily we aim to provide a wide range of age-appropriate activities for their growth and spiritual development. It must be recorded, however, that all these activities were affected by the restrictions caused by the pandemic in 2020. Our acolytes and readers were unable to serve at our Eucharists and Toddler Group was suspended as was Junior Church. We were unable to prepare our young people for First Communion or Confirmation. Church4U was conducted on-line and social distancing concerns meant that our Christmas Nativity Service was cancelled. However, the popular Annual Pumpkin Service in late October was successfully held in the church car park with social distancing.

OUR SCHOOLS WORK

9 Primary and 2 Secondary schools are located within our parish and our work with the primary schools in particular forms an important part of our ministry. The Rector and other church members serve as Governors of St Michael's VA and Jennett's Park Schools; church members also sit on the governing bodies of several LA Schools and ordinarily we would support a coffee morning for parents at the school through Church@ThePines.

The Rector, Father Guy Cole, and Associate Vicar, Rev Carol Dunk, maintained contact with schools via recorded assemblies and Governors' meetings were conducted by Zoom. The Rector and Churchwardens are Custodian Trustees for School House and parts of the playground of St Michael's School, for the purpose of maintaining the former headmaster's house in good order and to use the building for educational purposes within the parish.

Unable to visit schools in person during lockdown, our "Open the Book" volunteers maintained contact by email and signposted links to resources and recordings from Open The Book and The

Bible Society websites.

Our traditional provision of 'Christmas Unwrapped - a young persons' exploration of the meaning of Christmas through craft, song and acting. and 'Exploring Easter'- where children learn of and discuss the events of Holy Week and The Resurrection could not take place. During these weeks we normally welcome 400+ children into church. The sessions are designed to support the schools' teaching of major Christian festivals and are also a valuable outreach to the community.

LOOKING AHEAD

Our planning for 2021 will feature ongoing work with children and young people being conducted in line with Covid regulations. It is hoped that we can resume previously cancelled activities and develop new areas of interest, although nothing can be confirmed at this stage until the lockdown easing roadmap is available.

COMMUNITY OUTREACH

Helping those in need is a demonstration of our Christian faith and values. As part of this, we are committed to looking outward to develop our mission, community support and outreach in the parish and beyond in different ways.

Ordinarily, we are involved with several outside agencies who work to help those in need. Several of the congregation continued to work at the Foodbank although we could not continue to collect and donate food beyond March 2020. In 2020, our collaboration with the Pilgrim Hearts and other local churches in running the Bracknell Homeless Night Shelter, ceased as Bracknell Forest Council assumed responsibility to provide accommodation for rough sleepers. The Mothers' Union branch worked to promote its mission to offer Christian support for families in need both within the UK and worldwide but was unable to meet for several months.

In 2020 PCC approved the following charitable donations:

- £333 each to the three primary schools we support: The Pines, Jennett's Park, St Michael's. to provide food or Christmas presents to families known to be in difficulties.
- £500 to St Catherine's Church Bethlehem to relieve acute hardship among the Christian population after the collapse of tourism due to the pandemic.
- £500 to Just around the Corner – a local charity which provides support in various forms for autistic children and others with difficulties.
- £500 to DEBRA: a locally-based national charity supporting people with the genetic condition Epidermolysis Bullosa (EB).
- The 2020 Christmas Charity appeal raised £450 to support a refuge for the homeless.

Our church buildings are available for use by the community as part of our local outreach. At the start of 2020, the following groups were using the Parish Centre: Alcoholics Anonymous, Alzheimer's Association, Lace Makers, Patchwork, Shuhari, Slimming World, Waitrose, AJDF (Dance classes), Tai Chi for Health, Female Fitness (Yoga), Sun Martial Arts and the Night Shelter, as well as our uniformed organisations, Rainbows, Brownies and Guides. Since restrictions started only a small number have been able to use the hall: Alcoholics Anonymous, Shuhari, Slimming World, AJDF (dance class), Tai Chi, Female Fitness (Yoga) and a new group Entertain Arts.

Our Welcomers and Sidespeople are an integral part of our ministry to support and assist newcomers to our church. They continued to provide a welcoming and inviting face to those entering the church building on Sundays, for weddings and for funerals until lockdown and again when the church was open for public worship. Risk assessments were conducted to ensure the safety of everyone involved and social distancing was maintained. Arrangements were put in place for the congregation to meet in a telephone chat-room following the Sunday and Thursday Eucharists.

PASTORAL CARE

Home Communion could no longer be taken to the house-bound and residents of Beechcroft Court sheltered accommodation.

The church provides an ongoing Bereavement Ministry. All bereaved families known to us are invited to both our Path to Peace monthly Quiet Time and Eucharist and the reflective Christ in Quiet services. These continue to support those who need it, most notably focusing upon the recently bereaved. Our Christ in Quiet service affords a quiet time of reflection, to light a candle and pray and also offers the opportunity to be anointed: a powerful and embracing way to feel God's healing, peace and love. We regret that we were unable to hold our Wave of Light Service in October as part of Baby Loss Awareness Week, in memory of babies who have died too soon.

ECUMENICAL RELATIONSHIPS

We have built up good relationships with our local Anglican churches and were represented at the monthly all-denominational planning meetings for the Bracknell Town Centre Ministry until its dissolution. Our Rector is currently serving as the Area Dean.

Local Ecumenical Partnership

We are part of the Church@ThePines which is the only LEP in the deanery. Working together with Methodists, we continued to provide a presiding Anglican priest in 2020. Worship and witness continued through the pandemic, with services being conducted by video link or Zoom. The church community was able to meet for worship, communion and celebrate Harvest Thanksgiving on 25th October 2020. The church will continue to maintain and strengthen their calling by God, to be a worshipping community in response to God's love for all of us.

Bracknell Deanery Synod

Synod consists of clergy and lay representatives of each PCC within the deanery. It forms an administrative, strategic, and pastoral link between the parishes and the diocese. The Bracknell Deanery consists of eight parishes: Ascot Heath, Binfield, Bracknell, Easthampstead, Sunningdale, Sunninghill and South Ascot, Warfield, Winkfield and Cranbourne. The number of delegates from each parish is determined by the size of its electoral roll. At the Synod elections in 2020 we appointed a full team of six delegates from Easthampstead to serve for 3 years. We play a significant role within the deanery with the appointment of three of our representatives as Area Dean, Deanery Treasurer and Associate Lay Chair. The Deanery Officers are: Area Dean: Fr Guy Cole, Lay Chair: Mrs Caroline Kallipetis, Associate Lay Chair: Mr Lee Townsend, Secretary: Mrs Lesley Philpott, Associate Secretary: Fr Malcolm Chalmers, Treasurer: Mr Chris Boutle.

Between the eight parishes there are twenty-one churches with a broad range of worship styles and church traditions. There are twelve full-time stipendiary clergy, eight incumbents, one Self-Supporting Minister one curate in training, twelve retired clergy with permission to officiate, nine Licensed Lay Ministers and several Authorised Lay Ministers preaching and leading worship. The Deanery Synod meets three times a year interspersed with meetings of the Deanery Standing and Pastoral Committee and Deanery Officers. These have all been conducted online during the pandemic.

Our deanery vision is to be one that encourages and enhances parish mission and ministry as we seek to be a Christ-like Church. In implementing the diocesan Common Vision, the deanery's priorities are:

- Youth and children's work,
- Community engagement and evangelism,
- Worship,
- Discipleship,
- Missional use of Buildings,
- Every-person ministry.

In 2020 the parishes of the deanery have shared the same choices and challenges caused by the pandemic. Despite this, the deanery managed to pay Share in full for the fourth consecutive year. The long-awaited dissolution of the Bracknell Team Ministry was achieved and reformed as the Parish of Holy Trinity, Bracknell. Sadly, the Vicar of Winkfield and Cranbourne, Revd Huw Mordecai, died after a long illness. An interim minister has been appointed and the future of the parish is being discussed. The future of the Bracknell Town Centre Ministry project is also being discussed in light of the dissolution of the old Team Ministry and the departure of the Pioneer Minister who ran the project. The long-term deanery objective of a chaplain for Ranelagh and Sandhurst schools was achieved. In lieu of the annual October deanery gathering at Ascot Priory, a Zoom quiet morning was held with Rt Revd Olivia Graham, Bishop of Reading.

OUR CHURCH COMPLEX

Our church buildings consist of the Parish Church, the Annexe, the Parish Centre, Magdalene House (currently let privately) and the grounds. The PCC and Standing Committee review building priorities and requests for their upkeep in order to provide tight controls and to ensure such requests support our aims and objectives and are in line with budgetary forecasting. The Churchwardens continue to balance the needs of the building with the needs of mission and the costly items that are on the horizon.

The Church continues to be in good condition and benefits from years of good care and an army of volunteers who work tirelessly to keep it in good order. Information on the major works approved and carried out during 2019 is contained in the PCC Review of the Year below. We are still awaiting coordination with the mobile phone mast companies so that we can plan repairs to the tower pinnacle. We started the refurbishments of Magdalene House during 2020 which are due for completion in early 2021.

OVERVIEW OF ACHIEVEMENTS AND PERFORMANCE 2020

Parish Objectives

Before the pandemic, PCC identified their objectives for the year. The tables below indicate progress made by end December 2020. In light of the ongoing effects of the pandemic on our church life, it was not possible to meet many of our 2020 objectives and these have now been carried forward into 2021. Information on these future plans is contained in this document.

| OBJECTIVES ACHIEVED BY DECEMBER 2020 | |
|---|---|
| OBJECTIVE | OUTCOME |
| Appointment of Associate Vicar | Revd Carol Dunk licensed June 2020 |
| Live streaming of church services. | Commenced in March equipment purchased in October 2020 and used regularly. |
| PCC Financial Policy. Manage income and expenditure such that revenue items are break even or with a small surplus. Support capital expenditure and Church initiatives consistent with the cash available and reserves policy. (If there were a major costed and agreed item then this could be added.) | Achieved – see Accounts. Completed end Q4 Achieved – see Accounts completed end Q4 |
| Acquisition of contactless pedestal for donations. | Goodbox purchased and installed |

| | |
|--|--|
| Fit external lights to the front of church. acquired and | Installed December 2020 (funded by a donation) |
|--|--|

Looking Ahead: Our Objectives For 2021

| Objectives Carried forward from 2020 | |
|--|--|
| Objective | Status at 1st January 2021 |
| Worship Mission & Evangelism | |
| The development of Jennett's Park Mission. | Deferred until lockdown is eased. |
| The development of Children's, Adult & Family Work Strategy. | Deferred until lockdown is eased. |
| Finalise the Parish Vision Plan and start of implementation | to present at APCM in Q2. |
| Increase whole parish awareness of safeguarding and extend safeguarding training. | Deferred until lockdown is eased. |
| All PCC members to attend services at our Parish churches not usually attended | Deferred until lockdown is eased. |
| Finance | |
| Manage income and expenditure such that the revenue items deficit (mainly caused by the caused by the Covid 19 pandemic restrictions) is kept to less than £20,000 | End Q4 |
| Maintain reserves (£100K) | End Q4 |
| Buildings & Maintenance | |
| Magdalene House refurbishment. | Due for completion during Q1 |
| Church Security Review (H&S implications.) | Deferred until lockdown is eased |
| New church lighting. | Plans under discussion Dec 2020 Completion End Q4 |
| New signage to Rectory, Magdalene House and Annexe | Completion end Q1 |
| Replace remainder of church 'additional' chairs'. | Deferred until lockdown is eased |
| New Chancel/Nave Altar | Deferred until lockdown is eased |
| Environmental survey for church. | Deferred until lockdown is eased |

| | |
|--|--|
| Annexe coping stones to be repaired. | Ongoing. |
| Ongoing review of tower parapet and pinnacle repairs | Watching brief is maintained. Quinquennial inspection due in 2021 |

PCC STRUCTURE, GOVERNANCE AND MANAGEMENT

The PCC has been formed and operates under the Parochial Church Council (Powers) Measure 1956.

Structure and Governance

The PCC members are the Trustees of the charity. They are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. PCC membership consists of the Clergy, churchwardens, and lay members elected annually by those of the congregation who are on the electoral roll of the church. All PCC members have equal voting rights and responsibilities, with the Rector having a casting vote. Day to day management is delegated to the Rector.

ELECTIONS TO PCC

PCC elections take place at the APCM. Church Representation Rules define the election process, categories and total membership of the PCC and require the APCM to discuss and approve any alternative election scheme every 6 years. At the 2017 APCM, the meeting approved an alternative election scheme for implementation in 2018. As the standard scheme was not adopted discussion and approval will be required six-yearly thereafter.

At the APCM which was held on 27th October 2020 there were 342 names on the Electoral Roll. By the year end this number had increased to 346.

As a result of the national Covid-19 lockdown in March 2020 and by Order of the Bishop of Oxford the scheduled 2020 Annual Meeting was postponed to October with the existing PCC remaining in post until then. For clarity, their names are given below.

| MEMBERS OF THE PAROCHIAL CHURCH COUNCIL April 2019 - October 2020 | | |
|---|---|------------|
| The Revd Guy Cole | Rector, (PCC Chair), Area Dean | Ex officio |
| The Revd Emily Davis | Associate Priest until 31 st January 2020? | Ex officio |
| Elected at the Vestry Meeting 9th April 2019 | | |
| Lee Townsend | Churchwarden | Ex officio |
| Jeff Newbold | Churchwarden | Ex officio |
| Deanery Synod Representative elected at the APCM in 2017 for 3 years | | |
| Lee Townsend | Health & Safety Officer | Ex officio |
| Chris Boutle | Deanery Synod Treasurer, PCC Treasurer | Ex officio |
| Joan Maxwell | | Ex officio |
| Lynn Clitherow | St Francis & St Clare Representative | Ex officio |
| Frank Brenchley-Brown | Deputy Churchwarden | Ex officio |
| Robert Wakefield | Deanery Synod Representative | Ex officio |
| Elected at the APCM 9th April 2019 | | |

| | | |
|--|------------------------------------|----------|
| Helen Smith | PCC Secretary | Elected |
| Marion Gunning | PCC Lay-Chair | Elected |
| Grace Okao | Treasurer | Elected |
| Judy Collyer | GDPR Officer, Safeguarding Officer | Elected |
| Diane Collins | Electoral Roll Officer | Elected |
| Grant Mobbs | | Elected |
| Lyusbeth (Jane) Simpson | | Elected |
| Nick Roworth | | Elected |
| Co-opted at the PCC 9th April 2019 | | |
| Brian Gennery | Church@thePines LEP Representative | Co-opted |

Deputy Churchwardens are elected for a period of one year by the church members at the Annual Vestry meeting, which precedes the APCM but are not required to be members of the PCC.

Elected to serve as at the Vestry Meeting 9th April 2019.

Jackie Miles, Karen Biggs, Chris Boutle, Chris Long, Frank Brenchley Brown

Sidespeople Adopted as at the Vestry Meeting:

Margery Barnes, Rowena Greenhow, Dave Stone, Jo Gosling, Karen Biggs, Marie Salter, Norma Balamoan, Paul Fox, Kevin Tidy, Julie Laid, Jackie Miles, Sheila Reece, Fred Reece, Chris Fellowes, Lorraine Horner, Barbara Karcamitas

Election for a new PCC took place in October 2020 via a Zoom meeting and those who were elected will continue in office until the next APCM, in July 2021.

| MEMBERS OF THE PAROCHIAL CHURCH COUNCIL 2020 | | |
|---|---|------------|
| The Revd Guy Cole | Rector, (PCC Chair), Area Dean | Ex officio |
| The Revd Carol Dunk | Associate Vicar from 1st June 2020 | Ex officio |
| Elected at the Vestry Meeting 27th October 2020 | | |
| Lee Townsend | Churchwarden | Ex officio |
| Judy Collyer | Churchwarden | Ex officio |
| Deanery Synod Representative elected at the APCM for 3 years | | |
| Lee Townsend | Churchwarden, Health & Safety Officer | Ex officio |
| Chris Boutle | Deanery Synod Treasurer, PCC Treasurer | Ex officio |
| Judy Collyer | Churchwarden, GDPR & Safeguarding Officer | Ex officio |
| Nick Roworth | St Francis & St Clare Representative | Ex officio |
| S. Diane Collins | Electoral Roll Officer | Ex officio |
| Marion Gunning | PCC Lay Chair | Ex officio |

| Elected at the APCM 27th October 2020 for 1 year | | |
|--|------------------------------------|----------|
| Paul Fox | | Elected |
| Helen Smith | | Elected |
| Grant Mobbs | | Elected |
| Lyusbeth (Jane) Simpson | | Elected |
| Kevin Tidy | PCC Secretary | Elected |
| Co-opted at the PCC 27th October 2020 | | |
| Brian Gennery | Church@thePines LEP Representative | Co-opted |

Deputy Churchwardens are elected for a period of one year by the church members at the Annual Vestry meeting, which precedes the APCM but are not required to be members of the PCC.

Elected to serve as at the Vestry Meeting 27th October 2020:

Karen Biggs, Geraldine Samuelsson- Brown, Chris Boutle, Jackie Miles, Chris Fellows, Andrew Wyard

Sidespeople: Adopted as at the Vestry Meeting:

Margery Barnes, Rowena Greenhow, Jo Gosling, Karen Biggs, Norma Balamoan, Paul Fox, Kevin Tidy, Julie Laid, Jackie Miles, Sheila Reece, Fred Reece, Chris Fellows, Andrew Wyard, Chris Boutle

The Standing Committee

Ex-officio members:

The Rector, Clergy, Churchwardens, Lay-Chair, Secretary and Treasurer.

The Lay-Chair, Secretary and Treasurer and Officers are elected from among the existing membership at the first PCC meeting following the APCM. Standing Committee is the only committee required by law, with powers to transact the business of the PCC between its meetings. It has delegated powers to make decisions between PCC meetings as necessary and is also authorised to strategically monitor and control income and expenditure to ensure that our church remains financially sustainable.

Parish Officers

See PCC membership above. Officers with relevant skills and experience are elected from among the existing membership at the first PCC meeting following the APCM. Alternatively, these positions can be held by co-opted members of PCC. The PCC may co-opt a member to fill a vacancy which requires specific skills or experience which cannot be met by the existing members. Responsibility for Data Protection, Health and Safety and Safeguarding (of vulnerable children and adults) rests directly with the PCC.

Regular Training is provided to PCC members:

- | | |
|------------------------------------|--------------------------|
| ○ Induction | by the Rector |
| ○ Churchwardens, Secretary, | by the Diocese of Oxford |
| ○ Treasurer & Safeguarding Officer | by the Diocese of Oxford |

EMPLOYEES

In 2020 the PCC employed the following staff who are accountable to the PCC via the Rector.

- Part-time Parish Administrator
- Part-time Organist and Director of Music

The pay and remuneration of key staff is determined after the consideration of the rates recommended by the Diocese, the Royal School of Church Music, other professional bodies and the local press and approved annually by the PCC. During the Covid-19 lockdowns, the Organist was

paid under the terms of the national furlough scheme and the Parish Administrator was paid in accordance with their reduced hours of work.

MANAGEMENT OF PCC BUSINESS

This year the PCC held regular meetings six times, in January, March, May, July, September and November. Since March all meetings have been via Zoom video conferences. An extra-ordinary PCC briefing meeting was held at the end of March to discuss the impact of Covid-19 on the conduct of PCC business. In June, a further extra-ordinary meeting took place to approve the 2019 Trustees and Financial reports.

The Standing Committee, the only one required by law, met in February, April, June, August, October and December.

The Finance Sub-committee met regularly and was combined with Standing Committee where necessary.

Appointments Committee was convened on an ad-hoc basis to consider and advise PCC on vacancies for School Governors and the clergy.

Missions Committee met to identify suitable beneficiaries which were approved by PCC to receive charitable support in 2020. Information on these is contained elsewhere in the report

REVIEW OF THE YEAR.

We had another busy year in 2020 and items discussed at PCC included:

- The introduction of the Parish Giving Scheme followed a successful trial which led to its continued use in the church.
- The successful change to our accounting tools from Sage to QuickBooks.
- Notice to leave was given to the current tenants of Magdalene House, in order to improve and redecorate the building prior to re-letting once complete.
- Health & Safety implications of Coronavirus and its impact on our work and worship were discussed. Risk assessments were carried out throughout the year, and PPE equipment and a Fogger were purchased.
- PCC and Standing Committee meetings were conducted online from March as were the Vestry and APCM Meetings in November.
- PCC approved the purchase of a/v equipment for use the parish church for recording and Live streaming of services.
- Buildings work:
 - Lighting:
 - Emergency lighting and bulbs in the Church, Annexe and the Parish Centre have been replaced with longer-lasting LEDs.
 - The colour-changing light strip behind the High Altar reredos enables us to change the colour around the East Window throughout the liturgical year.
 - A Faculty was granted to improve the lighting outside the main church door.
 - Plans to upgrade the church lighting are still under discussion.
 - Mr N Barr was appointed as our Church Architect, following the retirement of Mr D Fellowes.
 - Faculties were obtained to dispose of and replace the fire-damaged altar in the Resurrection Chapel with one donated to us.
 - Replacement chairs were purchased to replace those deemed to be unsafe.
 - Looking ahead: We are still awaiting coordination with the mobile phone mast companies so that we can plan repairs to the tower pinnacle.

- The Appointments Committee worked on the appointment of both Diocesan and PCC Foundation Governors for our two church schools. It worked closely with the Archdeacon's Office to appoint an Associate Vicar, with a ministry to both St Francis & St Clare and parish-wide Youth Children's and Family work. Revd Carol Dunk was officially licensed to the Parish by the Bishop of Reading on 1st June 2020 via an online video conference.
- Parish Development Plan Work on continued during 2020.
- PCC approved the application for a member of the congregation to receive training through the Berkshire Organists Association Local Education Scheme.
- When the new General Data Protection Act came into effect in 2019, the PCC approved procedures for collecting personal data to enable safe communication and the efficient management of all church groups. The church holds a list of contact details of all parishioners who have given their permission. This list is held securely and can be used only by church officers and only for legitimate church purposes. During lockdown, this list enabled the distribution of the church Weekly Update by email to most parishioners. Requests to remove details can be made at any time.
- Safeguarding
 - The Safeguarding Team acts as a point of contact for anyone who has concerns about the welfare of children or vulnerable adults in our church community or the wider community. We support all the volunteers who work in the parish with children or vulnerable adults. This includes verifying criminal records checks and arranging training sessions. We look forward in hope to arranging more training sessions in 2021, to which all parishioners will be invited.
 - The PCC has reviewed and approved the Parish Safeguarding Profile, which is displayed in the church, the Annexe, the Parish Centre and at St Francis & St Clare's, alongside a list of useful contact numbers and a chart showing how and to whom concerns should be reported.
 -
 - The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The Church of England takes safeguarding very seriously. All clergy and church officers have received recent training.
- The PCC also discussed other matters pertaining to our church, including the Deanery.

RESOURCE AND THANKS

The Trustees (the PCC) extend their thanks to everyone whose voluntary help enables us to fulfil our mission and meet our objectives. Without their skills and dedication most church activities would be unsustainable as the size of the Parish and our congregations together with the range of our activities require a collaborative and shared leadership. Prior to the pandemic we estimated that our unpaid, lay volunteers who give up their time and effort to support the clergy and help with the running of the Parish, the Centre and all the various committees, groups and activities in all our worship centres as being the equivalent of 15 full-time staff. This included lay co-ordination of key pastoral ministries in Baptism, Marriage and Path to Peace alongside most parish groups and administrative functions.

Although our activity was reduced from March 2020, many people have continued to carry out their usual tasks during lockdown with commitment and imagination, employing social distancing and online meetings.

FINANCIAL REVIEW

Bankers: NatWest Bank, 5 High Street, Bracknell, Berkshire, RG12 1DH
Lloyds Bank, 10 High Street, Bracknell, Berkshire, RG12 1DH

The attached accounts for 2020 have been prepared in accordance with the Charity Commission and Church Accounting Regulations.

OVERVIEW

The attached Management Report provides the figures for the year ending 31st December 2020.

The year has been hit by the Covid 19 pandemic restrictions, including periods when the Church was not open for several months. While planned giving held up well, events, such as the Church fete, were cancelled and bookings were cancelled in the Parish Centre. All contributed to a loss of income.

The decision was taken to maintain the Major Projects initiative, this included the purchase of equipment to facilitate video streaming, necessitated by the pandemic restrictions, and the refurbishment of Magdalene House.

Details of the income, expenditure and assets for the year are in the accounts, which are associated with but are filed separately from this report.

RESERVES

The Church's policy is to have at least £100,000 in reserve and is identified within the accounts as 3000 Church Reserves. The £100,000 figure is broadly equivalent to one year's Parish Share or 6 months income.

RISKS

Pinnacle stonework.

At the 2016 Quinquennial inspection cracking was identified in the pinnacle on top of the tower. The cost of rebuilding the stonework and parapets is in the region of £50-70,000. Subsequently an architect's inspection advised that as long as the cracks did not get any worse and were inspected every year, there was no immediate need to do the work. We are also negotiating with the mobile phone companies who wish to renew their systems; there may be opportunities to re-use the phone companies' scaffolding when working on the pinnacle. However, these discussions are protracted and on-going. External funding would be sought if the pinnacle stonework became more urgent and if we were unable to make use of the mobile phone companies' scaffolding.

2021 Quinquennial Inspection

The next Quinquennial Inspection is due in 2021. Whilst we do not anticipate any major work over and above that previously identified, there is always a risk that such an inspection will identify new problems. A risk factor of up to £30,000 could be attributed to further work due to the Quinquennial.

Loss of income

The on going pandemic restrictions have caused a loss of income which will extend well into 2021 with on going loss of income which will probably result in a deficit for the coming year. The financial situation is such that the Parish can weather this storm, but clearly we look forward to the end of the restrictions not only for the sake of the finances but for the life of the Church itself.

