



The Parochial Council of St. Peter's Church, Little Aston

Annual Report and Financial Statements

Year Ended 31 December 2021

Incumbent

Reverend Philip Daniel
3 Walsall Road
Little Aston B74 3BD

Honorary Assistant Priest

Reverend Jeremy Blunt

Readers

Andrew Farrow
Pamela Strong

Bank

HSBC UK
67 The Parade
Sutton Coldfield B72 1PD

Independent Examiner

Michael Johnson

stpeterslittleaston.co.uk



The Parochial Council of St. Peter's Church, Little Aston

Annual Report for the Year ended 31 December 2021

(This report is made in accordance with the Church Representation Rules (2011) and is separate from any other statement or address that the incumbent may wish to make or any reports that any other individual or parish group may present at the Annual Parochial Church Meeting)

Administrative Information

St. Peter's Church is situated on Roman Road, Little Aston B74 3AT. It is part of the Diocese of Lichfield within the Church of England. Correspondence is addressed to the Vicarage, 3 Walsall Road, Little Aston B74 3BD. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a Registered Charity 1128819.

Ex officio members

Incumbent	Reverend Philip Daniel
Church Warden	Jane Alderson
Church Warden	Tony Sweeney
Secretary	Brenda Clarke

Elected Members

Treasurer	Christopher Hulland
Gift Aid Secretary	Paul Eveleigh
Deanery Synod Representative & Electoral Roll	Margaret Pye
Deanery Synod Representative	Jill Hope
	Ethne Owen
	Jane Medlicott
	Richard Paxton
	Elisabeth Paxton
	Lynne Gibson
	Nina Diaper
	Kathryn Sweeney

It is considered that all PCC members and any others who could be understood to be 'managers' in the activities and affairs of the church, as defined in Schedule 6 of the Finance Act 2010, are 'fit and proper' persons under the terms of the Act.

All PCC members elected for the first time and those re-elected are supplied with minutes of PCC meetings and receive a copy of the last Annual Report and Accounts. They are entitled to ask for any explanations of their content. In service training is offered as appropriate.

Structure, government and management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Peter's the membership consists of the incumbent (our vicar), churchwardens and members elected by those members of the congregation that are on the electoral roll of the church.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including how the funds of the PCC are spent. New members receive initial training in the workings of the PCC.

The PCC met 6 times during the year.

There is a Standing Committee that is the only committee required to be in existence by church law and has the power to transact the business of the PCC between meetings, subject to ratification by the PCC. Weekly meetings were via Zoom.

Aims and purposes

St Peter's Parochial Church Council has the responsibility of cooperating with the incumbent, the Reverend Phillip Daniel, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of the community of St. Peter's. The PCC maintains an overview of worship and will feedback to the vicar suggestions and comments relating to forms of service undertaken. Our services are intended to put our faith into practice through prayer, Scripture, music and the sacraments.

We endeavour to enable ordinary people to live out their faith as part of our church community.

- Worship & Prayer - Bible studies, Discipleship courses, Lent courses, preaching and different types of service with some meeting particular needs are promoted.
- Provision of pastoral care for members of the congregation both within and out-with the parish. This includes our Authorised Lay Ministers taking communion to those unable to attend church and visiting in hospitals, nursing homes and homes.
- Missionary and outreach work - our targeted charitable giving and support for social opportunities are well understood supporting both local and international concerns.
- To facilitate all this, we consider it vital we maintain and, if possible, improve the fabric of the church of St. Peter's and also the Parish Room.

Achievements and Performance

Worship and Prayer

The PCC is keen to support our Vicar in offering a range of services to meet the requirements of the community who have differing preferences for worship. The Churchwardens have continued their extraordinary efforts to ensure our Vicar is supported at all times.

Covid-19 meant normal Service timings and attendances were initially impossible to maintain.

Adopting the statutory 2 metre social distancing meant numbers had to be restricted and a booking system set up to record the names of attendees. Face masks were mandatory and continue to be so.

Individual service sheets were provided to be retained by attendees and collections were suspended.

A maximum of 32 was allowable at each service. Initially only two services were held on Sunday mornings but demand dictated a third service was required from 1st November.

A Wednesday morning service was also continued.

Communion arrangements initially involved the vicar and the sacristan taking the bread to the congregation in the pews who then exited through the north door to maintain a one-way system. The sanctified wine was taken on their behalf by the celebrant. A sort of normality in receiving the sacraments returned in late September with communicants going up to the altar for the bread and receiving the wine in individual glasses rather than the Common Cup. Subsequently, in early December following the arrival of the Omicron variant we returned to bread only served in the pews and coffee was cancelled post services.

Booking arrangements were suspended at the end of September and thanks must go to Margaret Pye and Jane Medlicott who took many calls and messages regarding booking places.

Services are now publicised in a weekly Welcome to Worship that is also emailed to those in the Parish Directory. Without doubt, the use of technology in communicating has been enormously important with services and management meetings held over Zoom. Not everybody is on-line and Jane Alderson has put an incredible effort into this part of the organisation by ensuring universal inclusion in this different way of working.

Special Services have been held throughout the year including Easter, Harvest, Thanksgiving and Remembrance and Christmas.

Baptism, Wedding and Funeral arrangements have been disrupted by Government regulations and numbers attending have been severely restricted.

Baptisms	0	Weddings	Church Funerals	18	Crematoria	4
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Pastoral Care

The electoral roll contains 233 names but 70% live outside the parish.

Covid-19 restrictions have severely curtailed physical visiting but telephone and email contacts have been expanded to try and meet essential contact needs.

Mission and Evangelism

2021 continued to be dominated by the changes brought about as a result of the Covid-19 pandemic. Our priority was to foster and maintain the sense of community within St Peter's while protecting the safety of church members as far as possible – a full risk assessment was undertaken before resuming services in church. Our "Church Friends" network was revitalised to encourage telephone contact and support between church members.

In order to maintain contacts within the church, modern technology was utilised where the capability existed. The church website and Facebook page were kept up to date and the Vicar's weekly video and other notices were posted on Facebook. The weekly newsletter that Paul Eveleigh instigated in March 2020 and which Jeremy Blunt produced latterly was used to maintain essential contact with the congregation. It terminated in September as the congregation were able to collect the Welcome to Worship in church or have it emailed to them. Initially going out to recipients drawn from the church directory, email circulation of the newsletter increased steadily to 145 addresses who now receive copies of the Welcome to Worship. Additionally, some church members printed copies to pass on to those who do not have email.

The newsletter also proved to be a channel for continuing our links with external charities including the Leprosy Mission and the Pathway Project by passing on news and information.

The Vicar grew and then gained sponsorship of £1015 for shaving his beard for the benefit of the Leprosy Mission. That sum was doubled by matched funding from UK Aid. Just before Christmas, church members contributed £470 for Christmas presents for the children at the Pathway Project in addition to the gifts of food, clothing, etc. given throughout the year.

Another technical innovation was the use of 'Zoom' for services that could not be held in church. A regular online Sunday service was welcomed during the second lockdown and special services including Remembrance Sunday, a successful "Virtual Christingle" and an online Carol Service all reached a good "congregation" by this means.

In December 2021 a Reverse Advent Calendar resulted in a substantial collection of gifts for the Pathway project.

All the Christmas services were held as normal in church with the exception of the Family carol service which took place on Zoom due concerns over a very busy Church with the Omicron variant in full flow.

The Church Building

St. Peter's is a listed Victorian Building and any repairs have to conform to regulations and are invariably expensive.

Vegetation growth was removed from the steeple and the lightning conductor repaired and tested.

Our whole enterprise relies on the many willing volunteers that make this church the friendly and responsive community so appreciated by all concerned. This was especially important given the requirements placed upon us conforming to Covid-19 regulations. The social context of our church cannot be underestimated and those opportunities have been missed by all.

After service coffee recommenced in November but was halted in early December subsequent to the arrival of the Omicron variant.

The late Reverend Brian Weaver

Brian and Jacqui moved to Streetly when Brian retired from his clergy post. After looking at their options for church, they decided to support their local one, St. Peter's, where they were welcomed in the early 2000's. Brian didn't admit at first that he was a retired clergyman but an astute Church Warden sussed him out and told the then vicar of her thoughts. He was soon given permission to take up the cloth again as a retired minister. Brian had come late to the ministry having been a BA pilot after a stint in the RAF. His sermons often contained anecdotes about time as a pilot.

His ministry added much to the mission of St. Peter's as he was a willing participant in leading and preaching and presiding at Baptisms, Funerals and Weddings.

Unfortunately, last year he succumbed to an illness from which he had previously suffered and he sadly passed away in May. He has left a congregation who miss his kind and soothing voice and his passion for the faith. We trust his wings have flown him high.

Risk Management

St.Peters use the Health and Safety Ecclesiastical Pro forma (Small Churches) taken from their website www.ecclesiastical.com/healthandsafety in conjunction with www.hse.gov.uk

The PCC approved an annual review covering the church, the Parish Room, the churchyard and the car park.

Any possible hazards are dealt with immediately. Headstones are inspected half yearly and any that are loose are laid down to avoid possible accidents unless repairs can be made speedily .

Communicants who have mobility problems have been considered bearing in mind steps to be negotiated.

Fire extinguishers are certified and tested. PAT testing has been completed on electrical equipment.

First Aid Box checked and up to date.

Food and Hygiene Rules updated and displayed in the kitchen.

A tree survey done by Reuben Hayes recommended by the Church Architect was undertaken last year . All the recommendations in the report will be implemented.

We have adjusted our Covid protocols in line with the Church of England guidelines, which we shall continue to monitor.

We have taken all reasonable steps to maintain a one metre distance both inside/outside of the church.

We consider we have done everything practical to manage transmission risk and up to date we have no incidents to report

Safeguarding

The safety and security of children is of the utmost importance and guidelines and policies have been adopted to ensure that all children taking part in activities in our churches may do so in a loving, caring and safe atmosphere. The. Protection Policy in respect of children and vulnerable adults is recognised by the PCC who appointed Mrs Deborah Hartland as Safeguarding Officer.

Safeguarding continued

A formalised programme, monitored by the Diocese. of serious learning and certification has been undertaken by the Ministry team and members of the Church identified as having contact with children and vulnerable adults.

COVID-19 restrictions have necessitated suspension of a Sunday School during this year but meetings are held via Zoom in the meantime ensuring that all children have adult accompaniment on screen.

C3 Certification	Ministry Team 4
C2 Certification	Churchwardens and 2 others
C1 Certification	34 Church members

Financial Review

Because of the overall constraints caused by Covid-19, Lichfield Diocese have been in close touch with parishes regarding up to date financial positions. Our financial records are available to Lichfield Diocese who are now the main licence holders of the on-line software from Data Developments. The arrangement is also considered by the PCC to be a useful backstop for us.

Thanks are due to Michael Johnson for undertaking the Independent Examination of the accounts.

Fee Income generated from Weddings and Funerals is important and thanks are due to Margaret Pye and Annie Stretton for ensuring the Treasurer is up to speed with the necessary information.

Cash collections have all but ceased for the time being although the congregation have very generously stood by St. Peter's by continuing their Standing Orders and Direct Giving with the majority Gift-aided. The tax refund is a major source of income and Paul Eveleigh continues to ensure these refunds are obtained in good time.

Our bankers, HSBC continue their programme of branch closures and paying-in is now via a Post Office. This is likely to give rise to bank charges during 2022. The Treasurer does now have the ability to pay in cheques via the HSBC iPhone app.

Thanks are due to John Tait and Helen Baker who handle any cash received despite the difficulties encountered.

The major expense on the fabric of the Church was a repair to the lightning conductor and the clearing of vegetation from the steeple costing £6180. The VAT £1236 was subsequently reclaimed through the Listed Places of Worship Grant Scheme.

We continue with the Friends of St. Peter's to ensure the maintenance of the Churchyard with overall costs of £11335. Following the sad death of Dave Marston, Nigel Jones has taken over the main task, continuing the good work.

Energy costs are rising substantially and, following brokers' advice, we have agreed a 3 year contract until September 2024 with EDF for electricity on the basis that smart meters will be installed. EDF electricity is mostly produced by nuclear energy and considered "green".

Our main expense was the Parish Share. Due to national circumstances relating to Covid-19, the Diocese managed to obtain some central funding that effectively reduced our liability by £7980.

This meant that a potential overall deficit was turned into a modest but welcome surplus of £3300. (2020 £7085)

St. Peter's Church, Little Aston

Balance Sheet Year Ended 31 December 2021	2021		2020	
Fixed Assets				
Land and Buildings	1.00		1.00	
Total Fixed Assets		1.00		1.00
Current Assets				
HSBC Current Account	72855.78		69569.93	
HSBC Friends of St.Peter's Current Account	22536.36		22921.58	
CCLA (CBF) Deposit Account	9000.00		9000.00	
Interior Decorating Scheme	921.15		521.15	
Total Current Assets	105313.29	105313.29	102012.66	102012.66
Assets				102013.66
Current Liabilities				
Agency Collections		0		0
Total Current Liabilities				
Nat Assets		0		0
Reserves				
Balance brought forward		102013.66		94928.33
Surplus / Deficit		3300.63		7085.33
Balance carried forward		105314.29		102013.66
Represented by Funds				
Land and Buildings		1.00		1.00
<i>Unrestricted</i>				
General Fund	71172.37	71172.37	66256.52	66256.52
<i>Restricted</i>				
Agency Collections		535.00	535.00	
Charity Appeals & Fundraising		425.41	425.41	
Churchyard Maintenance			1630.00	
Friends of St. Peter's		22536.36	22921.58	
Interior Decorating Scheme		921.15	521.15	
Special Projects Fund		9000.00	9000.00	
Teaching & Evangelism Fund		723.00	723.00	
			35756.14	35756.14
		105314.29		102013.66

St. Peter's Church, Little Aston

Income & Expenditure Year Ended 31 December 2021	2021	2021	2020	2020
Income				
<i>Donations and Legacies</i>				
Gift Aid	80833.41		74799.50	
Non Gift Aid	4201.44		5176.00	
Loose Plate Collections	1539.36		2090.81	
Legacies	500.00			
Church Boxes	79.00		287.20	
Donations Appeals Grants	4356.00		39563.63	
Tax Recovered on Gift Aid	18827.49	110336.70	22429.79	144346.93
<i>Income from charitable activities</i>				
PCC Fees	12030.00	12030.00	8400.00	8400.00
<i>Other Trading Activities</i>				
Parish Room Lettings			240.00	
Other Funds Generated	590.91		903.42	
Rummage Sales etc	933.00		186.10	
Parish Magazine & Calendars		1523.91	26.00	1355.52
<i>Investments</i>				
Bank Interest	8.89	8.89	50.09	50.09
		123899.50		154152.54
Expenditure				
<i>Raising Funds</i>				
Stewardship Campaign & Fete Costs			46.09	46.09
<i>Expenditure on charitable activities</i>				
Donations			406.50	
Parish Share	79770.00		74235.00	
Organist	3600.00		3620.00	
Vicar's Expenses	1341.07		970.41	
Vicarage Expenses	577.50		418.60	
Telephone	671.88		691.76	
Education & Sunday Club	43.99			
Insurance	3574.06		3530.74	
Church Maintenance	485.50		2708.01	
Cleaning	687.39		1393.98	
Upkeep of Services	2091.11		1070.61	
Upkeep of Churchyard	11335.98		14294.69	
Administration	337.08		180.00	
Printing	966.20		1215.60	
Electricity	7625.93		3666.50	
Water	75.18		236.63	
Parish Room Maintenance			503.09	
Major Repairs & Installations	7416.00	120598.87	37879.00	147021.12
		120598.87		147067.21
Balance Income - Expenditure		3300.63		7085.33
		123899.50		154152.54

Financial Statements for the Year ended 31 December 2021

1. Notes to the Accounts

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

2. Fixed Assets

Consecrated and benefice property is not included from the Accounts by s.10(2)(a)&(C) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property listed in the Church's inventory which can be inspected (at any reasonable time). For any acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Other tangible assets fixed assets are valued at cost.

3. Description of Funds

Unrestricted funds are 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' annual report.

Restricted funds comprise two elements

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Endowment funds are restricted funds that must be retained as trust capital either permanently or subject to 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.

**Independent Examiner's Report
to the Trustees of the PCC of St. Peter's Church, Little Aston.
Registered Charity 1128819**

I report on the accounts for the year ended 31 December 2021 which are set out in the Annual Report and Financial Statements.

Respective responsibilities of the Trustees and Independent Examiner

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

It is my responsibility

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

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of unusual items or disclosures in the accounts and seeking explanations from the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in any material respect

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

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

Signed



Date

