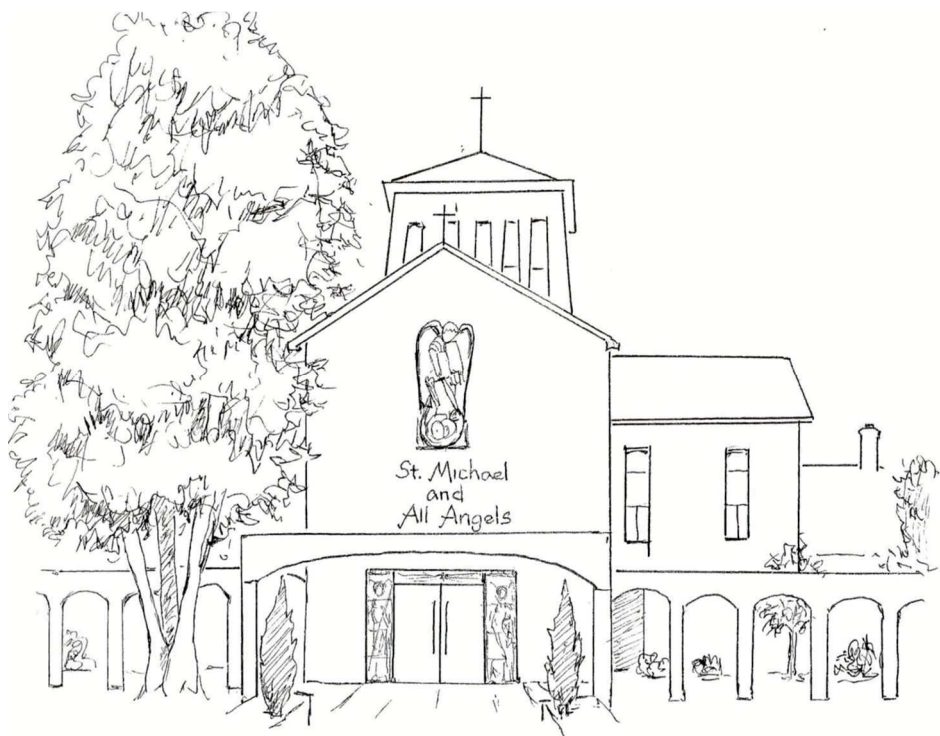


# **Parochial Church Council of St Michael and All Angels, Amersham on the Hill**

**Registered Charity No. 1129139**

## **ANNUAL REPORT and FINANCIAL STATEMENTS of the PAROCHIAL CHURCH COUNCIL for the year ended 31 December 2020**



### ***St Michael's Vision Statement:***

*As a Christian community we seek to engage with the world around us  
and to be a place of welcome and acceptance for all on a journey to  
God – believers, doubters and those who are seeking.*

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

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# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Legal and administrative information for the year ended 31 December 2020

### Name of the charity

The full name of the charity is The Parochial Church Council of the Ecclesiastical Parish of St Michael and All Angels, Amersham. The charity is registered with the Charity Commissioners of England and Wales and its registration number is 1129139.

### Objects

The objects of the charity are as set out in the governing document issued by the Church of England. The PCC has adopted the objects clause of that governing document, the wording of which is given below.

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

In adopting and applying these objects, the trustees have regard to the guidance of the Charity Commission on Public Benefit.

### Incumbent

Revd Debbie Oades  
St Michael's Church  
70 Sycamore Road  
Amersham

### Bank

TSB Bank plc  
PO Box 373  
Leeds  
  
HSBC  
Sycamore Road  
Amersham

### Independent Examiner

Mark Blackwell (ACMA)  
MHR Consultancy Ltd  
Minster House  
126a High St  
Whitton  
Twickenham  
Middlesex TW2 7LL

### Principal office

The principal office of the charity is 70 Sycamore Road, Amersham, Buckinghamshire HP6 5DR.

### Average Church Attendance

The figures are calculated on average attendance during October 2020.

Weekly attendance	24 adults, no children
Messy Church	No services held

(The above figures are significantly lower due to the restrictions placed on us in making the services Covid-safe, which reduced the capacity of the church.)

Church at Home (audio service online)      Approximately 60

### Electoral Roll Data

As at 31 December 2020 the total number on the Electoral Roll was 106.

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Legal and administrative information for the year ended 31 December 2020

### Structure, governance and management

The Parochial Church Council of the Ecclesiastical Parish of St Michael and All Angels, Amersham was registered with the Central Register of Charities on 15 April 2009. The trustees of the charity are members of the PCC and decisions of the trustees are made at PCC. New trustees are appointed on personal recommendation of the PCC.

New PCC members are encouraged to attend diocesan or other training courses to help them in their responsibilities, and given access to previous PCC minutes and documents and to Charity Commission guidance for trustees.

### Trustees

Members of the PCC are the trustees of the charity and are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church representation Rules.

The members of the PCC who served during 2020:

#### ***Ex Officio***

Debbie Oades	Vicar
Peter Binns	Associate Priest (co-opted 11 <sup>th</sup> Oct 2020)
Roland Gillott	Church Warden
Roger Leslie	Church Warden

#### ***Elected Members***

Rachel Wilcox	Treasurer
Ann Beattie	
Kiki Connor	
Cathy Franklin	
Ian Guest	(elected 11 <sup>th</sup> Oct 2020)
Rachel Hill	(co-opted 16 <sup>th</sup> May 2019; elected 11 <sup>th</sup> Oct 2020)
Rosie Marciniak	(elected 11 <sup>th</sup> Oct 2020)
Rolande Merrifield	

#### ***Deanery Synod Representatives (ex officio)***

Cathy Franklin	(elected 11 <sup>th</sup> Oct 2020)
Roger Leslie	(resigned as Deanery Synod Representative 11 <sup>th</sup> Oct 2020)
Hazel Miller	(elected 11 <sup>th</sup> Oct 2020)
David Rafferty	(resigned 11 <sup>th</sup> Oct 2020)

The PCC met twice between the 2020 APCM and the end of January, with an average attendance of 12.5 out of a possible 13. The PCC secretary was elected as a Deanery Synod representative at the APCM and is therefore now a full member of the PCC.

The Mission Action Plan (MAP) agreed in 2018 has been central to discussions about new initiatives and possible changes to existing practices which have all been considered in the light of how they might

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Legal and administrative information for the year ended 31 December 2020

contribute to delivery of the MAP. Planning for ways of marking the centenary of the establishment of St. Michael's Church (the first service being held in December 1920) was part of the agenda for each meeting. Regular updates from the Treasurer on financial issues, and reports from the Buildings Committee on matters relating to fabric and hire of the church and hall also featured on the agenda of each meeting. Other standard items requiring annual attention, such as confirmation of appointments to various roles and review of policies were dealt with during the course of the year.

A **standing committee** of trustees has power to transact business of the PCC between its meetings, subject to any instructions given by the PCC.

The members of the standing committee who served during 2020 were:

Revd Debbie Oades – Vicar  
Roland Gillott  
Rachel Hill (elected 11<sup>th</sup> Oct 2020)  
Roger Leslie  
David Rafferty (resigned 11<sup>th</sup> Oct 2020)  
Rachel Wilcox

The PCC is also the Managing Trustee of the St Michael Charity. The Custodian Trustee is Diocesan Trustees (Oxford) Ltd. The property of the Charity consists of St Michael's Square fronting on to Sycamore Road together with the buildings thereon, namely, the Church, the Church Hall and the Vicarage. The Charity also has investments, the income from which may only be applied to the upkeep and repair of the property owned by the Charity.

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Annual Report for the year ended 31 December 2020

### MISSION AND OUTREACH

Our central purpose is summed up in our Vision Statement: “As a Christian community we seek to engage with the world around us and to be a place of welcome and acceptance for all on a journey to God – believers, doubters and those who are seeking.” This report seeks to show how we have interpreted this mission during the year under review.

#### Looking inward, looking outward

##### *Mission Action Plan*

Our Mission Action Plan, originally prepared in May 2018, was reviewed again this year, with the exceptional circumstances of the pandemic as a backdrop. The three Cs – Contemplative, Compassionate and Courageous – helped to inform our response during the year:

- Contemplative: weekly – or even more frequent – home reflections, for the liturgical seasons, or based on scripture such as the Psalms, have been provided throughout the year and are much appreciated, bringing a new richness to how we can be a church even when we cannot meet in person.
- Compassionate: we acted swiftly to respond to the practical and pastoral needs of the congregation, with rotas for shopping and collecting prescriptions and a telephone support system. Such was the response that one of the coordinators, early on, was accosted by a volunteer shopper, wanting to know why they had not been allocated someone to help: the simple answer was that we had more helpers than helpees!
- Courageous: moving to online audio services, even though these were pre-recorded and not live, was a leap for many of us, but the number of people using these resources proved this was the right thing to do.

We continue to review our activities against these qualities. Discussions have already taken place in 2021, looking at further ways to build on the new skills and self-knowledge which this difficult year has brought.

##### *Our Centenary Celebrations*

Over the period Patronal 2019 to Patronal 2020, we had planned to mark the centenary of the laying of St Michael’s foundation stone. The wording on the stone is: “THIS STONE WAS LAID TO THE GLORY OF GOD IN THANKSGIVING FOR VICTORY AND PEACE JULY 1919”. Sadly, the coronavirus pandemic has meant that plans, for a Centenary Fun Day around the Church, the Hall and the Vicarage Garden, have had to be deferred.

Our Patronal Festival in September was during a period when live services were possible, and although it could not be as rich as in ‘normal’ times, we welcomed Bishop Alan, Bishop of Buckingham, as our preacher – and even enjoyed some live singing from the choir (though no hymns, sadly).

We are always keen to engage with our community, though the circumstances have prevented many of the regular events from taking place. The church was a venue for a smaller, local version of Bucks Art

# **Parochial Church Council of St Michael and All Angels, Amersham on the Hill**

## **Annual Report for the year ended 31 December 2020**

Week, organised by a group of Amersham artists and craftspeople, with displays from three painters drawing a good – socially distanced – attendance in October.

The 'Cards for Good Causes' pop-up shop opened in November, only to have to close almost immediately, but extended its dates in December and provided a chance to buy Christmas cards supporting a wide variety of charities. Sadly, neither the Amersham Community Carol Service and part of Amersham Action Group's Amersham Christmas Festival could take place, but we worked with Amersham Free Church and St John's Methodist Church, our COTHA partners, to make an online service of Nine Lessons and Carols, which was widely enjoyed and broadcast on the popup 'Radio Christmas' station.

We did still manage to hold our Christmas Tree Festival, with community groups among those sponsoring trees, though again this was only open for a limited time. The sum of £625 (paid over in 2021) was raised for Wycombe Homeless Connection – an excellent result under the circumstances. Following our Christmas services, the crib was placed at the glass doors of St Michael's to be visible to passers-by.

### **Worship and Liturgy**

#### ***New service booklets***

One new booklet, for Transfiguration, was produced in 2020, for use both on the Sunday next before Lent and on the Feast of the Transfiguration in August. The pattern of these services books has settled well.

#### ***Regular services***

Our pattern of two Sunday services – a spoken 8am Eucharist and the main 10am sung service – and a Tuesday morning said Eucharist was only possible until the Covid lockdown began in March 2020. Easter 2020 fell during the first lockdown, so no services were available. The Diocese provided links for streamed services, which were welcomed, but specific St Michael's services re-started in May with an audio service of the word provided via Soundcloud. The readers and intercessors provided their contributions to add to the service material recorded by the clergy, members of the choir provided hymns, and each week's sermon was both recorded and circulated electronically. The text of the service, including the hymns, was added each week to our website for the congregation to follow. With the exception of Sunday 27<sup>th</sup> December, when we all took a well-earned holiday, this audio service has been provided for each Sunday of the year, and listened to by an average of 76 people. We have continued these even when live services restarted in July, as restrictions on capacity in church meant that we could not welcome the whole congregation back at one time, and we anticipate that the total listeners – from 19 separate countries – will pass 4,000 by Easter 2021.

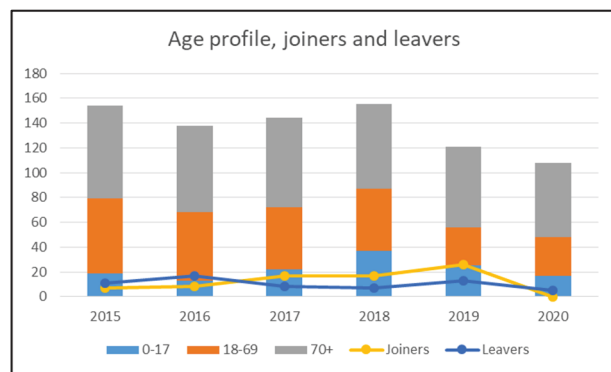
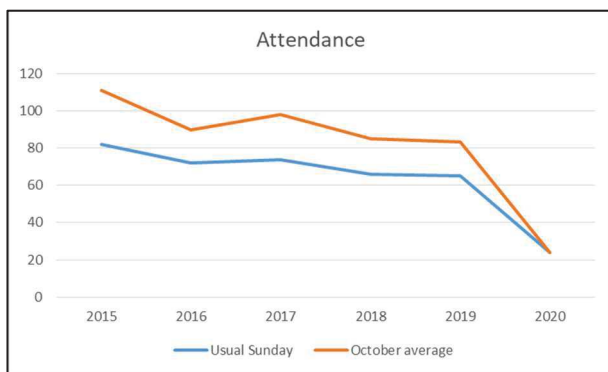
The live services, beginning with a service of the word and later incorporating communion, were a welcome chance to be back in our building and meeting together, albeit in a socially distanced fashion. Much thought went into making these events as safe as possible, and also linking to the audio services: the readings and intercessions recorded for the audio services were played in church, so the virtual and physical congregations heard the same things. The second suspension of services in November was a disappointment, but less of a practical challenge as the system was by that stage running well, and we could at least look forward to being back in person for Christmas.

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Annual Report for the year ended 31 December 2020

Since then, with the emergence of new variants of Covid, live services have again been suspended, this time by a decision of the Vicar and Wardens. The situation is under review as things develop, with the hope of at least one live Easter service in 2021.

The graph below headed 'Attendance' shows the impact of the reduced capacity of the church, rather than reflecting a dramatic fall in the congregation, though the second graphic does show that a small number of people have left the congregation.



### ***Baptisms, weddings and funerals***

The suspension of baptisms came early in the year, and so we had no such services in church. We look forward to being able to share this part of the Christian journey with families when it is once again permitted.

It is a privilege to support and be with families at a time of loss and grief, and so the limitations on the way services could be conducted were a great sadness. This year we walked alongside 11 families as we conducted funerals for their loved ones both in services at St Michael's and at the Crematorium.

### ***Easter, Harvest, Remembrance***

As a church with a strong sacramental tradition, Holy Week and Easter have a very special place in the St Michael's calendar, and so it was a great loss that this fell during the first lockdown, with no services possible, and before we had been able to put other arrangements in place. Easter 2021 will again be very different to our normal practice, but online audio services are being prepared which we hope will in some way fill the gap.

We took the hard decision that, given the financial position (of which more later), we could not make an appeal for funds for a chosen charity at Harvest. However, our customary Lent Appeal for St Anne's Hospital, Liuli, raised £3,520 – a truly magnificent sum.

Remembrance Sunday fell during the second lockdown, and restrictions on gathering prevented us even from holding an act of remembrance in St Michael Square.



# **Parochial Church Council of St Michael and All Angels, Amersham on the Hill**

## **Annual Report for the year ended 31 December 2020**

### ***Christmas***

In an extraordinary year, extraordinary efforts went into making our Christmas celebrations as rich as possible under the circumstances. Our biggest attendance of any year would normally be the Crib service – impossible in 2020. But a superb video production, featuring members of the *+INSPIRE+* group and edited by Rae Gillott, was put together and watched online at least 140 times.

A similar cooperative effort, between the COTHA churches, produced an audio service of Nine Lessons and Carols. Clergy and readers from all three churches recorded their contributions, and the joint choirs provided the music, with additional help from singers in Beaconsfield and further afield. Amersham Band graciously allowed us to use music from their Christmas CD, and the result was listened to by 130 people. A Zoom video call to listen to this as a community was attended by over 50 people.

With services permitted from the second Sunday in Advent, we were able to hold two Christmas services: a First Mass of Christmas at 8pm on Christmas Eve (earlier than usual, to allow for cleaning the church) and the usual 10am service on Christmas Day. Both had live organ music, and some singing from the choir, to lift the spirits.

### ***Choir music, servers, welcomers***

Not surprisingly a global pandemic of a respiratory virus was not going to be good news for an activity such as group singing! Thanks largely to the ingenuity of Rachel and Stephen Wilcox we have not been entirely silent.

Audio church services at St Michael's got going just after Easter during the first lockdown and the Wilcoxes embarked on a mission to include music every week using organ voluntaries on the home organ & Rachel singing a few familiar hymns recorded on the laptop and the tracks added into the audio service sent out every week to listeners at home. Over the course of the summer this was expanded by sending out backing tracks so that choir members could record their contributions on phones or iPads and email them back so they could be added into the audio service. This provided a more congregational feel to some of the hymns & the chance to do an anthem. As the Covid measures eased a little we were able to meet in small groups of 6, socially distanced in the church after the morning service and to rehearse and record items for the weekly services and any upcoming events. For 3 glorious months the church rang to the sound of music again and we revelled in being able to raise our voices once more. We managed to record hymns, anthems and many carols for an on-line COTHA 9 Lessons & Carols Service brilliantly masterminded by Rachel and Stephen. This was a real highlight in an extremely hard and difficult year involving a huge amount of work not only in terms of overseeing the recording process but many hours editing and merging multiple tracks into one track for use in the Lessons & Carols and for other services over Christmas. These audio services have not only been a lifeline for members of own congregation because we know people in the wider community who would not normally come to church are listening in thus enabling us even in the most trying of times to fulfil our outreach mission.

We are now in lockdown again and once more relying on recording separately in our homes where this is at all possible. It has been difficult for all of us to join in with this due to either difficulties with the techie

# **Parochial Church Council of St Michael and All Angels, Amersham on the Hill**

## **Annual Report for the year ended 31 December 2020**

stuff or simply just having enough time and quiet enough homes eg. those with children and babies. We are hugely indebted to Rachel and Stephen for keeping the music going and we all look forward to happier times to come when we can make music together once again.

For a church which tries to appeal to all our senses, it has been a thin time. We have been unable for most of the year to enjoy the liturgical colours, with vestments not being used (for hygiene reasons) and no flowers. The votive candle stand has also had to be removed, but a candle always burns in church to symbolise all our prayers. While the church is closed, this is placed at the door to be visible to anyone passing.

We also thank the team of welcomers and sidespeople, who may be our first point of contact with new visitors. This year, those volunteers had additional duties: ensuring contact details were recorded for the test and trace system, and helping the congregation to comply with social distancing guidance for the services, including the administration of communion – and all the while continuing to be a friendly face, even behind a mask.

### ***Messy Church***

Messy Church continues to be a great link with the wider community and is in itself forming its own community within St Michaels. Over the last year we have not been able to meet due to the Covid restrictions but we have maintained contact with the families via online cards and activities concluding with a great response to the Christmas Envelope Decoration Packs sent out. The great response meant the Messy Church Christmas Tree for the Festival was totally covered with the children's decorations. Thanks go to Cathy Franklin who has during lockdown continued to lead on Messy Church Activities.

### ***+INSPIRE+***

We are delighted to say that 2020 saw the continuation of +INSPIRE+, our Youth Discipleship Group. As per Covid restrictions once again meetings had to cease but contact maintained via phone and online communications. We are also delighted to say that many of the children and their parents got involved with our Online Filmed Crib Service both in front and behind Camera. Many thanks go to all those involved in a fun filled Covid secure day!

### **Working with the local community**

#### ***COTHA***

COTHA (Churches on the Hill Amersham) is the group of three churches (Amersham Free Church, St John's Methodist Church and St Michael's) which have signed a Covenant together. During the year there were two COTHA Combined Services, but only one which happened 'live', in January at St Michael's. The July service was a combined online service, with contributors from all three churches providing recorded items. The Ministers' Fraternal has continued to meet during the year, albeit online, an opportunity for the Ministers to plan the Combined Services and to have an informal discussion. Each church now takes it in turn to be the Lead Church for COTHA for a year. During 2019/20 St Michael's was the Lead Church, with Amersham Free Church taking on this role for 2020/21.

# **Parochial Church Council of St Michael and All Angels, Amersham on the Hill**

## **Annual Report for the year ended 31 December 2020**

### ***Christmas Tree Festival***

Knowing that many community events would be curtailed, St Michaels felt it was important to maintain the momentum of the Christmas Tree Festivals from 2018 and 2019. We had 13 very enthusiastic and creative local community groups sponsoring and decorating trees, giving them an opportunity to shine a light on their own activities. The ever-popular 'Angel Tree' was decorated by visitors choosing a bauble to hang up and making a donation in support of the chosen charity, Wycombe Homeless Connection. The start of the festival was delayed by the second lockdown, and we were unable to open after Christmas, but the total raised, £625 (with an additional £50 donation made direct to the charity) was good under the circumstances.

### ***Local Schools***

Contact with our local schools: these include Woodside Junior, Heatherton House, and Dr Challoners Grammar School, has of course been affected by the pandemic, though Revd Debbie has kept in touch with all the schools. During the year the link with Woodside School was further strengthened when Dr Rob Oades was elected a Governor as a representative of St Michaels. No school services in church have been possible, but Heatherton House still took part in the Christmas Tree Festival. We look forward to welcoming the schools back, and restarting assemblies, when it becomes possible.

### ***Deanery Synod***

Deanery Synod provides us with a valuable opportunity to learn from, and share with, other local Anglican churches.

The first meeting of the year was scheduled to be held at St George's Church in Little Chalfont with presentations by Matt Fulford an energy adviser on practical solutions to make churches sustainable in a net zero carbon world and by Stephanie Summerell of Amersham Deanery, on how churches can meet the challenges of the environmental crisis and better steward God's world. The meeting was unfortunately cancelled because of the impending lockdown. The remaining meetings of the year were held on Zoom.

At the June meeting the main topic was a presentation by Rev'd Martin Williams on 'Church Next – Emerging from lockdown'. What is church going to look like in the coming months and years? People have been happily going to church on Sunday's and some weekdays, but with the lockdown the church congregation has been scattered. Many parishes have been able to provide online Sunday services, and some have found that they had grown their congregations, by as much as 50%, as people had joined digitally, who would not normally attend a Sunday service. When we emerge from lockdown, how do we keep connected with these people? Will the older members of the church be happy to return? The Deanery Synod broke into rooms to discuss what key lessons have been learned, and what processes can be used to go forward.

The third meeting of the year in September included a video presentation by Mrs Nicola Flower, head teacher of Gerrards Cross School, on the challenges of being head of a Church of England Primary School as children return for the first time since lockdown in March. Nick Cuthbert a Lay Canon and the founder of Lead Academy gave a video presentation 'Before You Go Back'. This looked at churches and why we do

# **Parochial Church Council of St Michael and All Angels, Amersham on the Hill**

## **Annual Report for the year ended 31 December 2020**

what we do. Churches are scattered during lockdown and this should be seen as an opportunity to consider doing church differently in the future.

The final meeting of the year included a discussion on Living well through the next 6 months, using material that Steven Croft, Bishop of Oxford had recently released as part of two webinars on the themes of 'Rebuilding ministry with children' and 'Working with adults coming to faith'.

### ***Hospitality***

Hospitality, like so many activities, had to be put on hold in March 2020, and we do not know when we may be able to restart even our Sunday coffee and biscuits. While there have been some virtual get-togethers on Zoom on Sunday mornings, these simply are not the same. We could not hold our Patronal lunch, nor provide mince pies, and the Wheeler Coffee Pot also had to shut its doors.

One joy, before the first lockdown, was sharing a cake in celebration of Betty Adam's 100<sup>th</sup> birthday – particularly lovely as it coincided (roughly) with the church's own centenary celebration.

### ***Chiltern Community & Policing Forum***

Revd Debbie continues to attend these meetings – virtually, of course – which help the Council and Police to decide their priority foci for the local areas in relation to crime and public concerns. St Michaels is the Amersham community collection point for written suggestions to these meetings. (Remember this is not for reporting crimes). The dates of these meetings are posted on [www.chilterncommunityforum.org](http://www.chilterncommunityforum.org). The suggestion box is situated in the Narthex and is another way of maintaining St Michaels at the heart of the community.

### ***Chiltern Foodbank***

With services suspended and issues over infection control, collections at the church have not been possible. However, as noted further on in this report, the congregation continued to support those in need through the link between the Traidcraft representative and Chiltern Foodbank.

### ***Food bags***

We continue to see a rise in the number of people in extreme need who come to us for help. Some bags were provided before lockdown, and when it was clear we could not continue the service ourselves, the supplies were donated to Wycombe Homeless Connection so that they could still reach those in need.

### ***The wider world***

#### ***Missionary giving***

For many years, St Michael's has allocated 15% of its regular income to a selection of domestic and overseas charities which are recommended by the Mission Giving committee to the PCC for approval. With our finances badly affected, through loss of letting income from the buildings, the PCC took the very hard decision that we could not continue this for 2020, and that it would need to be carefully reviewed thereafter.

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Annual Report for the year ended 31 December 2020

A smaller sum of £1,248 was approved (compared to £12,284 given in 2019). As in the past, this was divided between several charities: the committee felt that dividing this between three recipients was more beneficial than supporting more charities with smaller sums.

<b>Mission giving 2020</b>	£
Embrace the Middle East	£416
WorkAid	£416
Hospice of St Francis	£416
Total overseas mission	<u>£1,248</u>

These amounts are in addition to the Lent and Christmas Tree appeals, which are mentioned elsewhere in this report.

It is of course a great sadness to us to have to suspend the more generous Mission Giving of our recent past. The PCC are grateful to the Mission Giving committee members – present and past – for their work in this area, and would like to celebrate the fact that, in the 22 years up to 2019, the church gave over £300,000 to other charities.

### ***Traidcraft Stall***

From January to March we were able to hold stalls in church as usual. When the first lockdown began in March, Traidcraft goods were still available to order through our local representative, Margaret Dykes. She could even deliver toilet rolls directly to our homes!

Following the closure of churches (and other collection points) at the start of the pandemic, donations to the Chiltern Food Bank in Chesham decreased just as demand was rising rapidly. Margaret and her husband Bill invited us to sponsor food boxes and have been supplying Traidcraft goods to the food bank weekly for many months. In the autumn we were invited to sponsor Advent calendars and by December 165 calendars had been delivered to the Food Bank – providing a real chocolate treat for the children of families receiving parcels in the lead up to Christmas.

Margaret and Bill send their thanks to St Michael's members for their support which has contributed to the sum of over £17,000 being raised by December. As a result good nutritional food – ethically sourced and least harmful to the planet – has been made available to local people in need throughout this exceptionally difficult year.

### **Pastoral Care**

#### ***Healing ministry***

# **Parochial Church Council of St Michael and All Angels, Amersham on the Hill**

## **Annual Report for the year ended 31 December 2020**

Due to the Covid situation, the ministry team were only able to offer the monthly Wednesday healing sessions for two months in 2020 – January and February. The Healing service was cancelled in March, and no Healing services offered after that for the same reason.

Prior to the lockdown, in January 2020, after much discussion the team had reluctantly come to the conclusion that we would not be able to continue with Wednesday Healing sessions after September 2020, unless new members joined the team. Given current circumstances the future is uncertain for this part of the ministry.

In 2020 we gave £200 to St Michaels from donations received during on Wednesday Healing sessions. We hope to continue with Healing services when it is possible. However, Joy Johns has decided to stand down as team lead.

### ***Safeguarding***

Appropriate safeguarding training for all those who may come into contact with vulnerable adults and/or children, within the work of the parish has been brought up to date. As mentioned last year this is a Diocesan requirement; an insurance requirement and a necessity for St Michael's safeguarding policy. Many thanks go to Ann Beattie, our Safeguarding Officer and Alan Jarvis our Safeguarding Assistant who work to ensure the training is done by those who need it. Thanks too to Hazel Miller who oversees the DBS checks. These requirements are an ongoing process and will require constant updating.

### **Office and communications**

#### ***The Office***

At the start of the year Nicola Petrou-Amerikanos joined us in the new role of Office Assistant, initially concentrating on supporting the room hire programme. The start of lockdown in March led to the closure of the Church Office with staff working from home. The phone was redirected and a full back-up of the pc files retained by the Administrator. The sudden reduction in external users of the premises brought additional challenges. Nicola was still working through her induction programme at the time then had to suddenly to take on new tasks remotely. Since then communication between the team has been mainly by phone, with pCloud used to share documents.

From March onwards, we concentrated on improving our online communication with emphasis on the development of St. Michael's website, and expanding our use of the IKnow database which stretched our technological skills beyond what we would have previously thought possible. Our entry in the 'A Church Near You' directory was also monitored regularly and updated as appropriate. While most of this was carried out by the Office, it was encouraging to see increased engagement with IKnow from members of the congregation, which we hope to build on in 2021 and beyond.

During the course of the year, there was an increase in the number of people able to receive copies of the weekly notices and monthly newsletters by e-mail, along with the various series of reflections produced by the clergy while face-to-face worship was not possible. Paper copies of all these documents continue to be provided for anyone who does not have email. The audio services have been complemented by a text



# **Parochial Church Council of St Michael and All Angels, Amersham on the Hill**

## **Annual Report for the year ended 31 December 2020**

order of service published on the website. Seasonal service booklets together with a copy of the sermon and intercessions for each week were provided to anyone requiring paper copy to enable them to participate fully in Church at Home.

A new noticeboard, commissioned at the start of the year, was erected on St. Michael's Square in the summer. With its header board, this makes it clear to anyone passing by what the building in front of them is. Previously many people were not aware that it was a church as there was no eye level signage. The older noticeboard has been maintained with the intention of making it available to external groups meeting in the church buildings to draw attention to their activities.

### *Newsletter*

Our newsletter continues to be produced every month, except January and August. It goes, either by email or hard copy, to every member of St Michael's and to a number of former members. It is also displayed on the noticeboard outside the church. It showcases future activities as well as reporting on things that have already taken place.

Current and past copies of both the Sunday notices and the newsletter are available on St. Michael's website, [www.stmichaelsamersham.org.uk](http://www.stmichaelsamersham.org.uk) along with other information about the church and its activities which may be of interest to the local community.

## **SHARING OUR RESOURCES**

### **Amersham Deanery**

As part of the established church, St Michael's benefits from the support of the wider church, through Oxford Diocese and Amersham Deanery, and we are glad to give support back in our turn.

Our incumbent, Revd Debbie Oades, serves on the Deanery Pastoral and Mission Committee, and is Sabbatical Advisor for the Buckingham Archdeaconry. Changes to service patterns in lockdown have meant that our Associate Priest, Revd Peter Binns, has focused on St Michaels, and stepped back from his long-standing commitments at Trinity, Penn, Aston Abbots and Cublington. He still assists where needed at other churches in the Deanery, and chairs the Sycamore Club, a local charity providing a day centre for elderly people, based at Amersham Free Church.

### **Social events and activities**

#### ***Pre Lenten Social***

This was the third year of the Shrove Tuesday parish meal at Pizza Express (ie Italian 'pancakes' of sorts) which was again well attended by both regular and intermittent church attenders. It continues to be a good opportunity to get to know each other, and took on an extra resonance this year, being one of the last social events possible. Although it could not be held in 2021, we fully intend to reinstate it for future years.

# **Parochial Church Council of St Michael and All Angels, Amersham on the Hill**

## **Annual Report for the year ended 31 December 2020**

### ***Tuesday Club***

Apart from meeting up in January for our Christmas lunch, the Tuesday Club has been effectively suspended for the year. We have missed each other, and the pleasure of attending cultural events together, but hope that 2021 will allow us to restart.

### ***Pop In and Paint***

Obviously we have not been able to have our lovely Pop In And Paint sessions since the beginning of last year. We have however, set themes each month for our members. Many of them have enjoyed taking part in these challenges and have sent us photographs of their paintings which we have then shared by email with all members. It has been a great way to keep in touch with everyone and it has really brightened all our lives seeing all the super work that was accomplished! Some of these photos were also sent to the Church Office and have been featured on the website gallery.

### ***Simpatico***

As a result of the cancellation of Bucks Art Weeks in June due to the pandemic, a group of local artists decided to set up a similar event at the end of September once lockdown rules had been relaxed. We held a very successful exhibition in the Church 28 September until 4 October. We were unsure how well it would go what with all the mask wearing, sanitising and number limiting rules we had to apply. It went very well though and was wonderful to see familiar faces alongside new visitors to the exhibition. A real success! We also managed to raise £280 for the Church as well as a similar amount for the charity MIND Buckinghamshire. We look forward to being able to hold our Bucks Art Weeks exhibition in June as usual this year - keeping all our fingers crossed!!

### **Buildings – church, hall and St Michael's Square**

Our buildings, situated in the centre of Amersham-on-the-Hill, are an important resource for the local community. We were delighted to welcome to the church once again the Simpatico art exhibition for a week at the end of September; and Cards for Good Causes, selling Christmas cards on behalf of a wide range of charities during the run-up to Christmas. Both attracted a substantial number of visitors – and purchasers. We look forward to welcoming these groups again in 2021.

In a typical year we have regular groups who use the hall and church, including a number catering to pre-school children. As well as the Beehive Montessori School, there are more informal groups such as Drama Stars, Cha Char Chimps and Jacq'in the Box. The large space in the hall is used by badminton, fitness classes and dance schools. It is popular for children's parties, especially at weekends. An increasing number of groups, offering similar activities, meet in the Glover Room behind the main hall. Local music groups use various rooms in the church and hall for rehearsals and performances. In line with government advice, both the hall and church were closed to external hirers for several months during the year.

St Michael's Square, in front of the church, is frequently used for community events, and for sales in aid of local and national charities. For more than twenty-five years the regular flower stall has been a spot of bright colour and generated for us a steady income stream to support our other activities. Sadly, Michael Carter, who ran the stall, has decided it is time to bring it to an end.



# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Annual Report for the year ended 31 December 2020

But if our buildings are an asset, they also require constant care and maintenance. We are custodians of these buildings for the future and take this responsibility seriously. The Quinquennial Inspection (in December 2015) identified major works, which were dealt with over the five-year cycle, and other tasks are undertaken as necessary to comply with regulations. The next Quinquennial inspection is planned for 2021. All essential work is overseen by the buildings committee, to whom we are indebted for their time and expertise.

### FINANCE

#### *Review of the year*

St Michael's receives the majority of its income from voluntary giving, church and hall lettings and various other fundraising activities. The reduction in income from lettings, due to the Covid lockdowns and restrictions, had a significant effect on our income stream. This was identified early on, and the PCC decided to try to mitigate the effect, both by the suspension of most of our Mission Giving, and by appealing to the congregation for financial contributions.

The response we received was truly wonderful, bringing in over £28.5k including Gift Aid, including some donations from hall and church hirers, and passers-by outside the church. This, together with two legacies received or notified in the year, and £6k of support from the Government's Job Retention Scheme, has resulted in a small surplus for the year. One word of caution is needed, however: this appeal was a one-off, and we know that 2021 will still be significantly affected by Covid restrictions.

Although this part of our report focuses on money, we also receive significant contributions from the work of volunteers, which cannot practically be quantified in financial terms but for which we are very grateful. This practical support has been a key factor in maintaining the life of the church through such a difficult year.

Details of the breakdown of income are shown in note 2.

Expenditure for the year has supported the key objectives of St Michael's to be a church at the heart of the community of Amersham on the Hill, while at the same time contributing funds to the Church of England through our Parish Share and to charities through our Missionary Giving, even though that was so curtailed this year. Note 3 shows how our expenditure breaks down.

As mentioned above, we finished 2020 with a small surplus, which puts us in a much stronger position to weather the continued difficulties of 2021 and the future. Thanks go to all those who contributed to this result, whether through financial donations or voluntary help.

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Annual Report for the year ended 31 December 2020

	2020	2019
	£	£
Surplus/(deficit) on church activities and fund raising	458	(16,539)
Legacies	14,000	1,000
Noticeboard project	(3,837)	-
(Losses)/gains on investment assets	(6,583)	8,268
Net surplus/(deficit)	<u>4,038</u>	<u>(7,271)</u>

Key items contributing to the move from a deficit of £16.5k to a surplus of £0.5k on general activities and fundraising were:

	£'000	£'000
Additional voluntary giving through the 2020 Appeal:	26.2	
Additional grant income:	3.5	
Reduction in rental income:	(24.0)	
Reduction in other income:	<u>(2.3)</u>	
<b>Change in income (excluding legacies):</b>		3.4
Reduction in Mission Giving:	10.0	
Other cost savings:	<u>3.6</u>	
<b>Change in expenditure (excluding projects):</b>		13.6
<b>Change in result on general activities (approximately):</b>		<u><u>17.0</u></u>

### **Reserves policy**

The PCC aims to maintain a balance on unrestricted funds which is sufficient to meet expenditure for the following 6 months, taking into account planned maintenance, commitments to employees and the expected level of the Parish Share. The level of reserves at 31<sup>st</sup> December 2020 is considered adequate for this.

### **Risk management**

The PCC has conducted a review of the major risks to which St Michael's is exposed. A risk register has been established and is updated at least annually.

As part of this, our safeguarding policy is reviewed and approved annually in line with diocesan requirements and guidelines. DBS checks are reviewed annually for all those coming into contact with vulnerable adults and children, and are renewed on a rolling four year cycle. Appropriate training is given from within the parish and through external providers as deemed necessary.

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Annual Report for the year ended 31 December 2020

### CONCLUSION FROM THE VICAR

A big thank you to all of you for all your efforts for the parish, the people we serve, and for all the work, prayer and both personal and financial sacrifice we as a community in Christ's name have borne witness to over the last very difficult and demanding year!

There has been a surprising and challenging consequence on a practical level to the Covid situation. This has resulted in new skills acquired by many within our community that I seriously doubt would have occurred without the pandemic. This has been within the communication and media realms. Our use of Zoom has been a revelation and indispensable in communicating with one another for PCC and Standing Committee meetings alongside meeting for post service online Coffee time. The use of Sound Cloud has enabled us to worship together as a congregation, a local community and on a global platform thereby proving to be a marvellous Missional tool. (From May to the end of the year, our Sound Cloud services clocked up 2,844 'listens'!) Special thanks must go to those teams providing the music tech and the delivery of the Sound Cloud services, to those in the office providing and sending out online support and to those delivering paper copies to those unable to access online provision.

The sense of dislocation has continued to be felt during the year of 2020. The happenings of the Covid 19 global epidemic and the concomitant effects of national lockdowns have of course caused this. At the moment of writing this there is a more positive note and glimmers of the ever-present light now more perceptible in the distribution of vaccination programs, despite still living in what is being called 'the new norm' of social distancing. It must be remembered that as we move forward there will be many people who have borne the loss of family and friends, an experience, which the congregation of St Michaels has sadly not been exempt. This will inevitably have an impact on our community going forwards.

St Michael and All Angels has been a centering point, holding out the light, hope and love of Christ to the community it serves in its brokenness and in its healing. This need will continue as we move forwards, but we also need to acknowledge and be thankful too by recognising the blessings of and witnessing to so many giving of themselves in service to the needs of others. Special thanks go to Fr. Peter Binns for his unending support and humour, to office personnel, Church Wardens, and PCC. And to every one of you for everything that is happening to keep our community here at St Michaels going forwards despite the challenges.

***"Rejoice and exult in hope; be steadfast and patient in suffering and tribulation; be constant in prayer."  
(Romans 12:12)***

Revd Debbie Oades.

# **Parochial Church Council of St Michael and All Angels, Amersham on the Hill**

## **Statement of Council Members' Responsibilities**

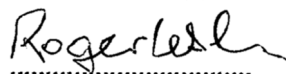
The members of the Parochial Church Council (PCC) are required to prepare financial statements for each financial year which give a true and fair view of the PCC's financial activities during the year and of its financial position at the end of the year. In preparing accounts giving a true and fair view, the members should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Church will continue in operation.

The members of the PCC are responsible for keeping accounting records which both disclose with reasonable accuracy and enable them to ascertain the financial position of the PCC and which enable them to ensure that the accounts comply with the Charities Act 2011, the Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS102) and the Church Accounting Regulations 2006. They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

FOR AND BEHALF OF THE PCC

Roger Leslie  
Church Warden

  
.....

6.6.2021

## **Independent Examiner's Report to the Members of the Parochial Church Council of St Michael and All Angels, Amersham on the Hill**

This report on the accounts of the Parochial Church Council ('PCC') for the year ended 31 December 2020, which are set out on pages 21 to 33 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

### **Respective responsibilities of the PCC and the examiner**

As members of the PCC, you are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 144(2) of the Act and that an independent examination is needed.

It is my responsibility:

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

### **Basis of independent examiner's report**

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

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Act; or
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mark Blackwell ACMA  
MHR Consultancy Ltd  
Minster House  
126a High St  
Whitton  
Twickenham  
Middlesex TW2 7LL

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Statement of Financial Activities for the year ended 31 December 2020

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total funds	
					2020 £	2019 £
<b>Income and Endowments</b>						
Voluntary giving	2a	129,076	-	-	129,076	87,601
Activities for generating funds	2b	16,747	-	-	16,747	40,755
Church activities	2c	4,665	-	-	4,665	26,899
Income from investments	2d	1,454	2,698	-	4,152	5,214
Other incoming resources	2e	-	-	-	-	376
<b>Total income and endowments</b>		<b>151,942</b>	<b>2,698</b>	<b>-</b>	<b>154,640</b>	<b>160,845</b>
<b>Expenditure</b>						
Grants - Mission giving	3a	2,390	-	-	2,390	12,477
Church activities	3b	140,936	695	-	141,631	163,907
<b>Total expenditure</b>		<b>143,326</b>	<b>695</b>	<b>-</b>	<b>144,021</b>	<b>176,384</b>
Net income and incoming endowments before investment gains and losses		8,616	2,003	-	10,619	(15,539)
Gains & losses on investment assets, on disposals and on revaluation	5b	1,416	(8,068)	70	(6,582)	8,268
<b>Net movement in Funds</b>		<b>10,032</b>	<b>(6,065)</b>	<b>70</b>	<b>4,037</b>	<b>(7,271)</b>
Transfers between funds		-	-	-	-	-
Balances brought forward		146,148	278,002	2,524	426,674	433,945
<b>Balances carried forward</b>		<b>156,180</b>	<b>271,937</b>	<b>2,594</b>	<b>430,711</b>	<b>426,674</b>

Notes 1 to 24 form part of these accounts

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

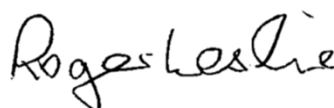
## Balance Sheet as at 31 December 2020

	Note	2020 £	2019 £
<b>Fixed Assets</b>			
Tangible fixed assets	5a	271,704	271,986
Investment Assets	5b	102,543	109,126
		<b>374,247</b>	<b>381,112</b>
<b>Current Assets</b>			
Debtors	6	8,259	6,557
Short term deposits		25,958	39,815
Cash at bank and in hand		27,493	6,198
		61,710	52,570
<b>Liabilities</b>			
Creditors - amounts falling due within one year	7	(5,246)	(7,008)
<b>Net current assets</b>		56,464	45,562
<b>Total net assets</b>		<b>430,711</b>	<b>426,674</b>
<b>Parish Funds</b>	9		
Unrestricted		156,180	146,148
Restricted		271,937	278,002
Endowment		2,594	2,524
		<b>430,711</b>	<b>426,674</b>

Approved by the Parochial Church Council on 6.6.2021 and signed on its behalf by:



Debbie Oades, Vicar



Roger Leslie, Church Warden

Notes 1 to 24 form part of these accounts

# **Parochial Church Council of St Michael and All Angels, Amersham on the Hill**

## **Notes to the financial statements for the year ended 31 December 2020**

### **1. Accounting Policies**

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 (2017) as the applicable accounting standards and the 2017 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (2017)).

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

#### **a) Funds**

Endowment funds are permanent endowments and bequests of capital used to generate income for restricted funds.

Restricted funds are funds which can only be used for particular purposes as specified by the donor or funds raised for particular restricted purposes.

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the financial statements of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members. The group for which the PCC are responsible in law is St Michael's Tuesday Club.

#### **b) Income and Endowments**

Voluntary income and capital sources

- i) Collections are recognised when received by or on behalf of the PCC.
- ii) Planned Giving under gift aid is recognised only when received.
- iii) Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.
- iv) Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due can be measured reliably and its receipt by the PCC is more likely than not.
- v) Funds raised by events are accounted for gross.

Other ordinary income

Rental income from the letting of premises is recognised when the rental is due.

Income from investments

Dividends and interest are accounted for when receivable.



# **Parochial Church Council of St Michael and All Angels, Amersham on the Hill**

## **Notes to the financial statements for the year ended 31 December 2020**

### **1. Accounting Policies (continued)**

#### Gains and losses on investments

Realised gains and losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on the revaluation of investments on 31<sup>st</sup> December 2020.

### **c) Expenditure**

#### General Expenditure

Expenditure is included on an accruals basis, inclusive of VAT, which is not recoverable.

#### Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation of the PCC.

#### Activities directly relating to the work of the Church

The parish share is accounted for when payable.

### **d) Land and buildings**

Land and buildings are included at cost less depreciation of the buildings over fifty years. The church, hall, vicarage and site are held by the Diocese of Oxford as Custodian Trustee of St Michael Charity, a permanent trust established in 1973 of which the PCC are managing trustees. Under the terms of the Trust, land and buildings must be used as they currently are being used. Information as to the cost of these buildings and site is not available. As the land has been held for ecclesiastical purposes for many years and the buildings constructed in 1966 would now be substantially depreciated, the property is included in the financial statements at a value of £nil. In 2007 an extension was added to the vicarage. This is included in the financial statements at a cost of £34,916 and is not depreciated as the residual value of the vicarage at 31 December 2020 is expected to exceed this sum. In 2013 work was completed on developing St Michael's Square and this is included in the financial statements at a cost of £235,940 and is not depreciated as the residual value at 31 December 2020 is expected to exceed this sum.

### **e) Other fixtures, fittings and office equipment**

Equipment used within the church premises is depreciated at 25% reducing balance. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

### **f) Investments**

Investments are valued at market value at 31 December 2020.

### **g) Current assets**

Amounts owing to the PCC at 31 December 2020 in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable. Short term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Notes to the financial statements for the year ended 31 December 2020

2.	Income and endowments	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total funds 2020 £	Total funds 2019 £
2a.	<b>Voluntary giving</b>					
	Planned Giving:					
	Gift Aid donations	65,341	-	-	65,341	63,450
	Tax recoverable	13,564	-	-	13,564	14,107
	Other	120	-	-	120	1,997
		79,025	-	-	79,025	79,554
	Collections (open plate)	776	-	-	776	2,489
	Donations, appeals etc	29,276	-	-	29,276	2,998
	Grants	5,999	-	-	5,999	1,560
	Legacies	14,000	-	-	14,000	1,000
		<b>129,076</b>	<b>-</b>	<b>-</b>	<b>129,076</b>	<b>87,601</b>
2b.	<b>Activities for generating funds</b>					
	Lettings: Church hall	14,795	-	-	14,795	29,041
	Church	1,622	-	-	1,622	9,039
	St Michael Square	330	-	-	330	2,675
		<b>16,747</b>	<b>-</b>	<b>-</b>	<b>16,747</b>	<b>40,755</b>
2c.	<b>Church activities</b>					
	Tuesday Club	1,253	-	-	1,253	24,398
	Fees for weddings, funerals etc	2,022	-	-	2,022	1,043
	Other income	1,390	-	-	1,390	1,458
		<b>4,665</b>	<b>-</b>	<b>-</b>	<b>4,665</b>	<b>26,899</b>
2d.	<b>Income from investments</b>					
	Dividends	1,383	2,640	-	4,023	4,883
	Interest	71	58	-	129	331
		<b>1,454</b>	<b>2,698</b>	<b>-</b>	<b>4,152</b>	<b>5,214</b>
2e.	<b>Other incoming resources</b>					
	Insurance claims	-	-	-	-	-
	Other income	-	-	-	-	376
		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>376</b>
	<b>Total income and endowments</b>	<b>151,942</b>	<b>2,698</b>	<b>-</b>	<b>154,640</b>	<b>160,845</b>

Income for 2019 was received as unrestricted funds £155,966, restricted funds £4,879 and endowment funds £nil.

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Notes to the financial statements for the year ended 31 December 2020

3.	Expenditure	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total funds 2020 £	Total funds 2019 £
3a.	<b>Grants - Mission giving</b>					
	Overseas - missionary societies	416	-	-	416	8,184
	Home mission & other societies	1,974	-	-	1,974	4,293
		<b>2,390</b>	<b>-</b>	<b>-</b>	<b>2,390</b>	<b>12,477</b>
3b.	<b>Church activities</b>					
	Ministry: Parish Share	74,663	-	-	74,663	72,556
	clergy expenses	905	-	-	905	1,327
	Sabbatical	-	-	-	-	-
	other clergy costs	974	-	-	974	2,486
		<b>76,542</b>	<b>-</b>	<b>-</b>	<b>76,542</b>	<b>76,369</b>
	Services	866	-	-	866	2,761
	Cost of organist, choirmaster & choir	1,652	-	-	1,652	2,690
	Parish magazine & bookstall	-	-	-	-	45
	Tuesday Club	1,306	-	-	1,306	23,637
	Fees paid over to the Diocese	1,068	-	-	1,068	1,360
	Other fees and licences	784	-	-	784	54
	Community outreach and events	-	-	-	-	148
	Church running costs	13,799	-	-	13,799	12,936
	Church repairs and general maintenance	4,940	542	-	5,482	8,117
	Planned maintenance projects:					
	- New sign board	3,837	-	-	3,837	-
	Depreciation of equipment	129	153	-	282	376
	Hall running costs	14,284	-	-	14,284	13,956
	Support costs	21,330	-	-	21,330	20,193
	Bank charges	324	-	-	324	395
	Costs of generating funds	-	-	-	-	514
	Other costs	75	-	-	75	356
		<b>140,936</b>	<b>695</b>	<b>-</b>	<b>141,631</b>	<b>163,907</b>
	<b>Total expenditure</b>	<b>143,326</b>	<b>695</b>	<b>-</b>	<b>144,021</b>	<b>176,384</b>

Support costs include the salary of the parish secretary and the costs of running the church office.

Expenditure for 2019 was met from unrestricted funds £175,933, restricted funds £451 and endowment funds £nil.

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Notes to the financial statements for the year ended 31 December 2020

<b>4. Staff costs</b>		<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
Wages and salaries		29,891	24,930
Social security costs		-	-
		<b>29,891</b>	<b>24,930</b>

<b>5a. Fixed assets for use by the PCC</b>		<b>Land and buildings</b>	<b>Other</b>	<b>Total</b>
		<b>£</b>	<b>£</b>	<b>£</b>
Actual/deemed cost	at 1 January 2020	270,856	5,009	275,865
	Additions at cost	-	-	-
	Disposals	-	-	-
	at 31 December 2020	<b>270,856</b>	<b>5,009</b>	<b>275,865</b>
Depreciation	at 1 January 2020	-	(3,879)	(3,879)
	Withdrawn on disposals	-	-	-
	Charge for the year	-	(282)	(282)
	at 31 December 2020	<b>-</b>	<b>(4,161)</b>	<b>(4,161)</b>
Net book value	at 31 December 2020	<b>270,856</b>	<b>848</b>	<b>271,704</b>
	at 31 December 2019	270,856	1,130	271,986

The church, church hall, vicarage and site are held by the Diocese of Oxford as Custodian Trustee of St Michael Charity which is a permanent trust established in November 1973. An extension to the vicarage is included at cost above as is expenditure on the redesign of the church entrance and on St Michael's Square. In both cases the cost is not depreciated. Otherwise information as to the cost of these buildings and site is not available and they are included at nil cost above.

<b>5b. Investment assets</b>	<b>Market value</b>	<b>Sale proceeds</b>	<b>Gain/ (loss)</b>	<b>Market value</b>
Movements in the year	<b>1 Jan 2020</b>			<b>31 Dec 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
CBF Fixed Interest Securities	59,305	-	2,061	61,366
M&G Charifund	49,821	-	(8,644)	41,177
	<b>109,126</b>	<b>-</b>	<b>(6,583)</b>	<b>102,543</b>
Historical cost	<b>1 Jan 2020</b>		<b>31 Dec 2020</b>	
	<b>Shares/units</b>	<b>Cost</b>	<b>Shares/units</b>	<b>Cost</b>
		<b>£</b>		<b>£</b>
CBF Fixed Interest Securities	36,279	58,979	36,279	58,979
M&G Charifund	3,000	2,526	3,000	2,526

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Notes to the financial statements for the year ended 31 December 2020

<b>6. Debtors</b>	<b>2020</b>	<b>2019</b>		
	<b>£</b>	<b>£</b>		
Tax recoverable	982	585		
Prepayments and accrued income	5,956	1,859		
Other debtors	1,321	4,113		
	<b>8,259</b>	<b>6,557</b>		
<b>7. Liabilities: amounts falling due within one year</b>	<b>2020</b>	<b>2019</b>		
	<b>£</b>	<b>£</b>		
Accruals and deferred income	(1,512)	(1,301)		
Creditors for goods and services	(3,734)	(5,707)		
	<b>(5,246)</b>	<b>(7,008)</b>		
<b>8. Analysis of net assets by fund as at 31 December 2020</b>				
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Endowment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible fixed assets	77,948	193,757	-	271,705
Fixed asset investments	42,128	58,325	2,089	102,542
Current assets - debtors	8,260	-	-	8,260
Current assets - deposits	5,599	19,855	505	25,959
Current assets - cash at bank and in hand	27,491	-	-	27,491
Current liabilities	(5,246)	-	-	(5,246)
Fund balances	<b>156,180</b>	<b>271,937</b>	<b>2,594</b>	<b>430,711</b>

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Notes to the financial statements for the year ended 31 December 2020

### 9. Analysis of Fund Movements

	1 Jan 2020	Income	Expenditure	Transfers	Gains/ (losses)	31 Dec 2020
	£	£	£	£	£	£
<b>Unrestricted Funds:</b>						
Designated						
Tuesday Club	3,327	1,253	(1,306)	-	-	3,274
St Michael's Vicarage	34,916	-	-	-	-	34,916
St Michael's Square	42,643	-	-	-	-	42,643
Pastoral Support	25,186	707	-	-	708	26,601
Buildings and Projects	25,185	708	(3,837)	-	708	22,764
Youth Activities	4,208	63	(163)	101	-	4,209
Sabbatical	209	-	-	200	-	409
Music	2,395	6	(112)	-	-	2,289
	138,069	2,737	(5,418)	301	1,416	137,105
Undesignated						
General Fund	8,079	149,205	(137,908)	(301)	-	19,075
<b>Total Unrestricted Funds</b>	<b>146,148</b>	<b>151,942</b>	<b>(143,326)</b>	<b>-</b>	<b>1,416</b>	<b>156,180</b>
<b>Restricted Funds:</b>						
Trust Income	14,784	355	-	-	349	15,488
Spiritual Development	6,230	89	-	-	-	6,319
St Michael Charity	61,765	2,250	-	-	(8,417)	55,598
St Michael's Square	193,297	-	-	-	-	193,297
St Michael's Project	1,926	4	(695)	-	-	1,235
<b>Total Restricted Funds</b>	<b>278,002</b>	<b>2,698</b>	<b>(695)</b>	<b>-</b>	<b>(8,068)</b>	<b>271,937</b>
<b>Endowment Funds:</b>						
Ellen Motion Fund	2,524	-	-	-	70	2,594
<b>Total Endowment Funds</b>	<b>2,524</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>70</b>	<b>2,594</b>
<b>Total of all Funds</b>	<b>426,674</b>	<b>154,640</b>	<b>(144,021)</b>	<b>-</b>	<b>(6,582)</b>	<b>430,711</b>

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Notes to the financial statements for the year ended 31 December 2020

### 10. St Michael Charity

The St Michael Charity was established in November 1973 as part of a Scheme approved by the Charity Commissioners of England and Wales. As part of that Scheme, St Michael Charity acquired the land and buildings thereon, namely St Michael's Church, St Michael's Church Hall and the vicarage together with a share of the accumulated income allocated under the Scheme. The investments of St Michael Charity are included in these Financial Statements at Note 5b.

### 11. Bankers

TSB Bank plc, Sycamore Road, Amersham, and HSBC, Sycamore Road, Amersham, are the PCC's bankers. Additionally, Amersham branch of Barclays Bank plc acts as banker for St Michael's Tuesday Club. The PCC also has funds on deposit with the Central Board of Finance of the Church of England.

### 12. Funds

The Charities Act distinguishes between 'restricted' funds, which are funds or endowments given to the PCC for a particular purpose and which can only be used for that purpose, and 'unrestricted' funds which are available for the general purposes of the PCC and may be designated by the PCC. The PCC make transfers between funds when expenditure of a restricted or designated nature is to be met from more than one type of fund. The maximum level of these transfers is agreed by the PCC prior to the expenditure. On 24 March 2006, the Charity Commission confirmed that the funds of St Michael Charity do not constitute permanent endowment but are restricted funds.

#### ***Unrestricted funds designated by the PCC:***

##### i) St Michael's Vicarage

This fund includes expenditure on the vicarage extension in 2007.

##### ii) St Michael's Square

This fund includes expenditure on the redesign of the church entrance and on St Michael's Square met from unrestricted funds.

##### iii) Pastoral Support

This fund is for support for the Vicar in her pastoral work, including outreach activities. It holds investments in CBF Fixed Interest Securities Fund and cash deposits.

##### iv) Buildings and Projects

This fund is for larger and capital projects relating to the church and hall buildings. It holds investments in CBF Fixed Interest Securities Fund and cash deposits.

##### v) Youth Activities

This fund is for support for youth activities within St Michael's, including but not limited to Messy Church. It includes funds formerly held in the Spiritual Development fund and the Miss M.E. Blake legacy. It holds cash deposits.

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Notes to the financial statements for the year ended 31 December 2020

### vi) Sabbatical

This fund is to provide support for sabbatical study for the Vicar. A grant was agreed, and paid, in 2019. From 2020 onwards it will be gradually increased each year to provide for a future sabbatical. It holds cash deposits.

### vii) Music

This fund was established with a designated donation, to provide for exceptional items required in relation to music in the church. It holds cash deposits.

### ***Unrestricted Funds which have not been designated by the PCC***

#### viii) General Fund

This fund holds the accumulated surplus in cash, deposits and CBF Fixed Interest Securities Fund and is used in conjunction with the PCC's cash operating accounts. It also holds expenditure on fixed assets (other than buildings) and on investments acquired with unrestricted funds.

### ***Restricted Funds of the PCC***

#### ix) Trust Income account

This fund receives income from St Michael Charity to be used for expenditure on the buildings in accordance with the trust deed.

#### x) St Michael Charity

St Michael Charity was established in November 1973 and is invested to provide income with dividends and interest being paid to the Trust Income account.

#### xi) Spiritual Development Fund

This fund is for the young people of St Michael's and receives income from the Ellen Motion Memorial Fund from which it originated.

#### xii) St Michael's Square

This fund represents expenditure on the redesign of the church entrance and on St Michael's Square met from restricted funds.

#### xiii) The St Michael's Project Fund

This fund was established in 2014 for restricted income, and matched expenditure, on specific projects – initially, for replacement seating, and then in 2015 and 2019 for the refurbishment of the church organ. In 2020 the fund was used for the hall improvement project, with matched expenditure charged to that fund.

### ***Endowment Funds***

#### xiv) Ellen Motion Memorial Fund

This fund is a permanent endowment invested to produce restricted income which is to be used for the spiritual development of the young people of St Michael's. By an addendum signed on 17 November 1997, it was agreed that income from the fund could be used to support payments to a voluntary youth worker.



# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Notes to the financial statements for the year ended 31 December 2020

### 13. Accruals

All amounts included in the financial statements are shown on an accruals basis. Where amounts have been received in advance such as for rental income, the amount relating to future periods has been deferred. Amounts invoiced but unpaid at the year end are included in creditors and estimates for costs relating to the year are included in accruals. At 31 December 2020, the PCC had a claimable income tax rebate of £982 (2019: £584). A summary of all debtors and creditors at the year end is shown at Notes 6 and 7 to the Accounts.

### 14. Tuesday Club

The Tuesday Club plans its events each year to break even with revenue from participants intended to meet the costs of such events. Revenue for the year was £1,253 (2019: £24,398) with costs for the year of £1,306 (2019: £23,637).

### 15. Ex-gratia payments

In addition to the missionary and charitable giving listed in item 3a) of the accounts, ex-gratia payments valued at £nil were made during 2020 (2019: £nil).

### 16. Staff costs

During the year, the PCC employed a church secretary, an assistant administrator, a warden and a church cleaner. The average number of employees was 4. The organists were self-employed and payments to them are not included in Staff costs.

### 17. Incumbent's expenses

The vicar Debbie Oades was reimbursed expenses totalling £906 (2019: £1,327) as follows:

	2020	2019
	£	£
Travel expenses	-	273
Vicarage telephone and internet	906	946
Other expenses	-	108
	<u>£906</u>	<u>£1,327</u>

Expenses of £974 (2019: £2,422) were reimbursed to other curates and clergy.

### 18. Insurance

The PCC has insured itself with the Ecclesiastical Insurance Group for many years and the policy is inflation linked. From March 2020 cover of the buildings was provided at the following levels:

Church	£5,600,000 (2019: £5,408,000)
Hall	£2,800,000 (2019: £2,704,000)

# Parochial Church Council of St Michael and All Angels, Amersham on the Hill

## Notes to the financial statements for the year ended 31 December 2020

### 19. Mission Giving

As noted in the Annual Report, in 2020 the PCC took the hard decision to suspend the policy of allocating 10% of its voluntary income to Overseas Missions and 5% to Home Missions. A flat sum was instead allocated. This policy will be kept under review.

### 20. Loans and guarantees

No loans or guarantees have been secured against any of the PCC's assets.

### 21. Contingent liabilities

There are no contingent liabilities.

### 22. Related party transactions

The church benefits from the services of family members of the PCC, whose skills are used in various roles as noted below. In each case the connected PCC member takes no part in setting specific terms for the appointment and the terms of such appointments are no better than those offered to unconnected parties. Further details are given in the table below.

Person	Role	Connected to	Nature of connection	£
Andrew Leslie	Organist	Roger Leslie	Son	£230
Stephen Wilcox	Organist	Rachel Wilcox	Husband	£1,240
Rachel Wilcox	Organist		PCC member	£30
Hazel Miller	Administrator		Ex officio PCC member	£3,148

No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties.

### 23. Grants

	2020 £	2019 £
Towards the cost of other projects		
IBM	-	1,560
HMRC Job Retention Scheme		
'Furlough' claims	5,999	-
Total grants	<u>5,999</u>	<u>1,560</u>

### 24. Quinquennial examination

An Architect's Quinquennial Survey was completed in March 2021, and the Report received in May 2021. The Buildings Committee is reviewing the report and will advise the PCC on a programme of works. A full electrical survey has also been completed and its recommendations will also be reviewed, with recommendations to the PCC. Specialist contractors will be engaged where necessary.