

The Parish of St. John Baptist, Claines, Worcester, serving the communities of Claines and Fernhill Heath



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Parish Church of St John Baptist, Claines

Annual Report and Financial Statements of the Parochial Church Council for the year ending 31st December 2020

The Parish Church of St John Baptist is part of the Diocese of Worcester within the Church of England. The correspondence address is Claines Parish, Cornmeadow Lane, Worcester, WR3 7NY.

The Parochial Church Council is a charity registered with the Charity Commission (Number 1130734). Members of the Parochial Church Council (PCC) are either ex- officio or elected annually by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Church Officers

Standing Committee:

Priest in Charge

Reverend Jo Musson

Churchwardens

Rachel Cramp & Philip Kear

PCC Secretary

John Brady to October, then Helen Fitzgerald

PCC Treasurer

Janet Wilson

Ministry Team:

Priest in Charge

Reverend Jo Musson

Associate Priest

Reverend Jennie Hayward

Associate Priest

Reverend Peter Davies

Associate Priest

Reverend Sue Pollard

Curate

Reverend Paula Honniball (Until 1.11.20)

Licensed Lay Ministers

Jan Kear

Judy Morris

John Butterworth

Authorised Lay Ministers

Paul Fulbrook & Rachel Cramp

Parish Administrators

Gwen Clifford & John Brady

Health & Safety Officer

Ian Cramp

Electoral Roll Officer

William Andrew Oddy

Data Protection Officer

Rachel Cramp

Safeguarding Officer

Lorraine Deeprose

Children & Youth Co-ordinator

Ann Sansome

Independent Examiner

Tony Archer

Banks

Barclays Bank PLC, Worcester

HSBC, Worcester

PCC MEMBERSHIP at the end of 2019-2020 term

Ex-Officio

Reverend Jo Musson
Rachel Cramp
Philip Kear
Jean Smallwood
Reverend Peter Davies
Jan Kear

Chair
Churchwarden - Completed 9 years
Churchwarden - Completed 9 years
Reader – *left the area Jan 2020*
Licensed Priest
Since 2020

Elected Members (up to 12)

Jo Siddles – Lay Vice Chair	since 2016
Janet Wilson - Treasurer	since 2014
Helen Fitzgerald - Secretary	since 2018
Laura Stevens	since 2016
Lorraine Deeprose	since 2018
Annette Summers	since 2018
Judy Hooper	since 2019
Ian Townley	since 2020
Julie Palmer	since 2020
Judy Hooper	since 2020

Deanery Synod Members

Paul Fulbrook	since 2017
Jan Hayden	since 2017
Ian Cramp	since 2017

The appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and may stand for election to the PCC. The work of the PCC is carried out at regular meetings, throughout the year; in 2020 they were moved online using Zoom following the initial lockdown of March 23rd. In addition Standing Committee meetings have been held, comprising the Vicar, Wardens, PCC Secretary and PCC Treasurer

PCC STRUCTURE, GOVERNANCE & MANAGEMENT

The work of the PCC was also undertaken through meetings of various sub-groups:

Standing Committee

20/20 Vision, Project Group
Asset Management Group
Children and Young People's Hub

Ministry Team

Mission and Outreach Group
Buildings Management Group

When they have met, these groups have provided regular reports to the full PCC meetings, in addition to reports from the Deanery Synod representatives.

ELECTORAL ROLL

2000 to 2021 is the second year of the current six-year Electoral Roll cycle and the roll is normally revised in the weeks leading up to the Annual Parochial Meeting. The Covid19 pandemic made this impossible this year and so no new names have been added since the

roll was last published. A number of people have moved away and sadly some of our staunchest members of the congregation have died during this difficult period. The result is that the Electoral Roll currently stands at 145. Andrew Oddy continues as the Electoral Roll Officer and would be pleased to hear from anybody who is new to the congregation or who thinks they may not have filled in an application form last year (waoddy@googlemail.com)

VOLUNTEERS

In common with most churches, the wide variety and range of services, activities, events and groups, would not exist without the input of a considerable number of people who voluntarily give their time throughout the year. Reverend Jo and the PCC are immensely grateful for all the hard work of these volunteers who contribute many hours of time to the church. Every member of the worshipping community is encouraged to get involved to support the mission and ministry of the church.

MINISTER'S REPORT TO THE ANNUAL PAROCHIAL MEETING FOR THE YEAR 2020 - Rev Jo Musson

Clearly 2020 did not turn out how any of us was expecting. The COVID-19 pandemic presented all of us with different challenges and as I write this we continue to live through endless changes and disruptions to our lives and plans. Looking back it is easy to think of all the things that couldn't happen, or had to be done differently. We lament the sadness and heartache of being separated from our loved ones and the tragedy of the 100,000+ people who have lost their lives through COVID, as well as the fear and suffering of those who have been ill or lost their jobs and the anguish for children and students whose educations have been disrupted.

The last service in Claines Church before the first lockdown, was Sunday 15th March 2020. Full lockdown in the UK began on 23rd March 2020, with people only allowed out for food, medicine and one form of daily exercise. Church buildings and Halls were closed for public worship, private prayer, meetings and activities. During this time we continued to worship God, care for others, receive the sacrament, and pray, using new technologies most of us had never heard of, we joined forces with Saint George's and live streamed worship twice a week on ZOOM, Facebook and YouTube. Around 50 people attend the ZOOM service every week, one from Australia, and many of the services are subsequently watched by hundreds. Lots of people enjoyed the livestreamed exploration of the Jesse Tree every afternoon during Advent.

When we weren't in lockdown we opened both churches for private prayer and worship, providing a safe and socially distanced seating arrangement, with clear signage and a one way system. This took a huge amount of work, with cleaning, measuring, rearranging of chairs and assessing risks. I am grateful to those who worked so hard to ensure our safety. When we could worship in church, the services were well attended and all the more poignant in the circumstances. Sadly because of the risk of the virus being spread by singing, congregational singing was not (and still isn't) permitted and I want to thank Vanessa Gunter, her family and the Claines choir for bringing life to our worship. They have also supported our weekly ZOOM services along with Sue and Trevor Ashby-Davies and Alison Clarke, and the Claines worship band Spark to a Flame. Their music and singing has been a great blessing, many other churches having had to rely solely on recorded music.

Because of the likelihood that we would endure repeated lockdowns, the decision was made that the ZOOM service at 10.30am would remain a constant weekly event, even if and when the churches could reopen, in order to provide consistency and worship for the many people who continued shielding. Various times were trialled for the 'In-Church' services and the PCC agreed that for the time being 4.30pm was the best time. Lockdown restrictions and Worship provision are reviewed every month by a Joint Ministry and Standing Committee Group who together with Administrators and both Health & Safety Officers are known as the 'Back to the

Future' Group'. They discuss the latest Government rulings and C of E advice and agree the next steps for both churches. Even when things go back to 'normal' the group have made a pledge to continue to provide worship online for those who cannot attend church in person as we have come to realise how important it is to provide something online for people who are carers, or shielding, or who have mobility issues.

At the start of the pandemic, my priority was to ensure I had a way of keeping in touch with everyone, so I set up a database of as many members of the congregations as I could find emails for and learned how to use Mailchimp. A different member of the Ministry Team writes a reflection every week and a team of people write prayers for each day of the week. The weekly e-newsletter now has 245 subscribers and is also printed out and hand delivered by a team of 'Posties' who take it to around 25 church members who don't have the internet.

On 6th December Reverend Paula Honniball was Licensed as Associate Priest at Stoke Prior, Wychbold and Upton Warren. It was a socially distanced service with the absence of the Vicar Mel Beynon due to COVID and also the Bishop due to a serious bike accident, but the Bishop of Dudley did a grand job. We are delighted for Paula but her loss from the ministry team cannot be underestimated. She is greatly missed. Family bereavement meant that Reverend Sue Pollard took time off for much of the year. We are pleased she has rejoined us and continue to hold her, her husband and daughter in our prayers.

I cannot thank the Ministry Team enough, they responded graciously to the challenges and changes, learning to record, livestream, and zoom. Like so many people, the pandemic has shown us that we cannot be as busy as we were in the past. Many in our team are vulnerable and diminishing and in future we must be mindful to only plan for what we can provide with the resources we have, to ensure a fair allocation of resources and not to be overstretched. Stillness and time spent in prayer is just as important as action if we are to listen to God's plans for our lives and our churches.

During the pandemic we have found new and creative ways to reach out to people. On Stir Up Sunday we made Christmas Puddings and delivered them in person to members of the worshipping community, they were well received! Christmas Books were gift wrapped and taken to Little Friends families. Before Lent, people were busy knitting little hearts and sheep for Lent activities. People made hearts and hung them around the parishes. Then at the start of Lent a wonderful team of willing people made up 150 packs of resources for adults, and 60 activity packs for families and delivered them to homes around the two parishes. In Holy Week 100 Easter Eggs with Easter activities were also hand delivered to children who have a close connection with the churches. These acts of kindness have been greatly appreciated. People know we are thinking of them, they know they are not alone, and we have been blessed by sharing God's love in new and different ways.

Throughout the pandemic we also continued to support the Foodbank, taking weekly deliveries donated by people at Private Prayer or at The Vicarage. Some people volunteered at the Foodbank as Delivery Drivers taking Foodbank parcels to those who were isolating.

We continued to manage church governance and worship matters using ZOOM for PCC, Standing Committee, Ministry Team and the 'Back to the Future' group. When allowed smaller meetings were held in my garden - all socially distanced of course. We also set up a circle of pastoral care so that people would receive occasional telephone calls and prayer from someone from the Ministry Team or a senior member of the church. If you would like someone to call you for a chat or a prayer please let me know.

During lockdowns, the Parish Office was closed, eventually reopening but offering reduced hours, just two mornings a week, with Gwen Clifford and John Brady also providing some admin support from home for which I am thankful. Sadly Gwen became ill at the end of the year and now the Parish Office is only open one or two mornings a week. John continues to offer admin support for funerals, which sadly have been all too numerous. Gwen has indicated her wish to retire at some point this year, and we are now in the process of recruiting an additional administrator to cover 2 or 3 further mornings a week in the office, in the meantime I am most grateful for the support Gwen provides covering wedding and baptism admin from

home. We are currently rethinking the processes of booking weddings and baptisms now that these life events can take place again.

I am proud of how our churches have faced the challenges and I want to thank everyone who enabled these things to happen, especially wardens Rachel and Phil, Treasurer Janet Wilson, health & safety officer Ian Cramp, PCC secretary Helen Fitzgerald, our Parish Administrators Gwen and John and our ZOOM drivers Elisabeth Witter, Barbara Mitra and Ian Cramp. Thank you to everyone who helped support our mission and ministry, and enable the gospel to continue to be shared. In many ways despite the difficulties our ministry has flourished. Through all the challenges, we responded creatively and flexibly to ensure that worship and pastoral care continued, and new people are joining us online and in person. Having to think beyond the church walls meant we continued to be a sign of hope within the wider community: the lockdown cairn outside the south porch, the Scarecrow Nativity Scene, the Lenten hearts, the Easter crosses, the Jesse Tree and Lent Garden activities and the journey of Hope the Easter sheep. We have been more visible in our local community, and people have noticed and appreciated it. We also managed to arrange and celebrate two beautiful weddings at short notice and produce special Christmas Carol and Crib Services. Thank you to everyone who has enabled these things to happen.

The pandemic has given everyone the opportunity to re-evaluate lives and priorities, and as we ease out of lockdown, there will be much to reflect on. As we go forwards as a church, we have an opportunity, as well as some difficult decisions to make. We cannot simply put the pieces of the jigsaw back how they used to be, the picture has changed. Lockdown has shown us that it would be unwise to go back to the same levels of activity we maintained before covid, particularly without our Curate. We know that online worship needs to continue for those who are vulnerable; and that we will not go back to three separate services in church every Sunday. During the next two months, Claines worshipping community will be consulted as to the timing of a single gathering every Sunday into which we can put all our resources, all our energy, and gather together as one family to worship and give thanks. How will the Holy Spirit inspire and enable us to build on the creative, visible and expansive outreach we have achieved during lockdown?

I am confident now that whatever happens, when we cannot meet in person, we will continue to be the Church, witnessing to our faith, supporting and blessing our community, and worshipping and trusting in our God who is compassionate and gracious, through Jesus who is Lord of All, and with the strength and inspiration of the Holy Spirit.

CHURCHWARDENS' REPORT - Rachel Cramp and Phil Kear

As Churchwardens we are responsible for the care and management of the Church building and report to you at the APCM what has been done during the year. Wardens also represent and communicate with the congregation, are the Bishop's Officers and have a duty of care for the clergy.

Inventory

This has been checked and everything has been found to be in good order, however the written records are being rewritten into an updated document over the next few months.

Fabric, Fixtures, Fittings and Furniture: Works and Maintenance

General maintenance has been undertaken, such as clearing gutters, but no new works have been undertaken. The church clock had its annual service and the organ was tuned ready for reopening after the first lockdown.

Quinquennial

We are the custodians of our beautiful, historically important Grade 2* listed church and grounds. Our Quinquennial Architect, Richard Lamb undertook an inspection at the end of 2018, the next will be due in 2023. After the pandemic further small works will be

undertaken, quotations for remedial work on the Lychgate will be obtained and further monitoring of wall memorials on the north side of church will take place.

Churchyards

Muddy Boots, the social enterprise group, were able to strim and mow the open churchyard, between lockdowns, we are grateful to them for their work. We also wish to express our sincere thanks to Andrew Johnson for his care of the Garden of Remembrance. We are also grateful to David Agnew for all his work over many years as Sexton, we are grateful to Andrew Johnson and Steve Taylor who have taken over the role.

Church buildings

Our buildings remain in good order; the Parish Hall, Institute and Institute House are in good repair and we are fortunate to have such a dedicated team, the Buildings Management Group (BMG) led by Alan McWilliams and ably supported by the members of this team. We are very grateful to Gordon Smith for voluntarily continuing his regular maintenance work, when the pandemic regulations have allowed.

Response to the Pandemic - Health and Safety

A huge amount of work has been and continues to be done on assessing risks, in all that we do and putting measures into place to mitigate those risks. We offer our thanks to all concerned and we are blessed to receive advice and guidance from Health and Safety Officer Ian Cramp, and who can forget the cleaning team, who de-cobwebbed and cleaned church ready for it to be opened prior to re-opening after Lockdown 1!

Stewardship (money)

It has been a difficult year financially but thanks to the continued generosity of our givers, the regular giving through the Parish Giving Scheme and the excellent financial management by Janet Wilson and Ann Sansome – ‘we are riding out the storm’.

Thanks

Our church could not operate in the way it does without the huge amount of work that is done by a wide range of committed volunteers. Thank you for all your love and devotion, without you, our church at Claines would not be the welcoming and spiritual place it is.

Tribute to Clergy and those working within the church - ‘Riding out the storm’

We wish to express our thanks to everyone for ‘soldiering on’ during this difficult year. Everyone in the Clergy team and all who have adjusted to new and changing ways of working and worshiping have been wonderful; their ingenuity and perseverance have abounded and in many ways strengthened us all. Our worship team has provided creative leadership and innovation, enabling us to worship in new ways and to stay in contact with each other. The use of technology: Zoom, Facebook Live and YouTube has been wonderful and enabled us to worship together, meet socially, and hold events such as the Crib Service. We have worked and worshipped together every week with Saint George’s Church and at Christmas with St Stephen’s.

We want to thank in particular: Gwen Clifford and John Brady for their unfailing support and hard work in the Parish Office and at home during the pandemic; the team of people opening church for Private Prayer on Saturdays; the Zoom drivers; our choir led by Vanessa Gunter, for bringing hymns to our services, and the Verger team, led by Gwen Clifford.

We also want to pay tribute to Rev Paula Honniball, for everything she has done for us during her curacy. The warmth of her smile, her care for us all and her thoughtful ministry over the years, mean she is much missed, and we wish her well in her new parishes.

Sad times ...during 2020 we lost dear friends, who were much loved and are much missed, at a time when we were not able to come together to support one another through the loss, but here we pay tribute to Jill Cale, Sandra Ashcroft, Sallie Sansome and Kit Gibson.

The future...the roadmap out of lockdown for church

As 2021 has begun we continue to work together to keep everyone safe, but as Lockdown 3 is slowly lifted following both Government and Church of England guidelines we will begin to open church for services - but equally take the opportunity to look at the future of the worship and mission of the church.

FINANCIAL REPORT - Janet Wilson Treasurer

This year we were able to pay £41,000 (60%) of our allocated Parish Share which was set at £67,836. Taking into consideration the disruption caused by the unusual circumstances this is a considerable achievement. The regular income from The Parish Giving Scheme and Standing Orders was 90% of our total voluntary giving. Collections at services dropped by nearly 75%. We had several large donations and our Project Fund benefited by a £5,340 donation from the Co-op Community Fund.

Our expenditure was kept to a minimum but there was no reduction in our Insurance and Alarm System costs which make up a large portion of our outgoings.

During the year we were able to give 2% of our general income to 6 charities including Mind, Practical Action, Samaritans, Food Bank, FareShare and FCN

A huge thank you to everyone for their generous financial support and continued involvement and thank you to Ann Sansome for her help and hard work.

At this time, I would like to pay tribute to all the support that Jill Cale gave to me over the past years, she will be sadly missed.

ASSET MANAGEMENT GROUP (AMG) - Rev Jo Musson

The Asset Management Group consists of the Vicar, both wardens, the chair and treasurer of BMG and Ian Cramp as Chair of the 20/20 Group. The pandemic was necessarily the main focus of our discussions during 2020. We met twice on ZOOM to discuss and agree the issues around the closure and re-opening of the Hall, Institute and the management of the Institute Cottage. I am thankful to everyone in AMG and BMG for their hard work during this challenging year.

BUILDINGS MANAGEMENT GROUP (BMG) - Chair Alan McWilliams

1. General statement

As you are aware the Covid 19 pandemic of 20-21 starting on the 23rd March 2020 had a dire effect on our finances and the maintenance of the various Church Buildings under our control

2. BMG committee

The present committee consists of the following members: Alan McWilliams (Chair), Katrina Boucher, Jan Hayden, Ann Sansome (Treasurer) and Dilwyn Price. Although Gordon Smith not a member of the committee, his input in carrying out minor repairs to the various buildings is greatly appreciated.

Unfortunately, this year we lost 2 of our BMG founding members with Sylvia Duggan resigning in July for personal reasons and sadly Jill Cale who passed away in October. Both were well respected and their offers of ideas, support and actions will be truly missed.

During the last year 2020-2021 we held only one meeting in August where we met to discuss what was required to reopen the halls. We continue to have cleaning contractors, Jenny Radley and Emily Rowlands who clean the Village Hall while Sue Broadway who cleaned the Institute is no longer available.

3. Maintenance request forms received over the last 12 months

Due to the hall and Institute not in use for most of the year we have had very few requests

Listed below are the official number of request forms received although a number of additional minor items of maintenance have been carried out as deemed necessary.

Church.....	1
Church house.....	1
Parish Hall.....	Nil
Institute.....	<u>Nil</u>
Total	2

4. Building Inspection report

The existing report has been replaced. The external element of our three buildings was re-inspected in July 2020, the internal inspection will be carried out when it is safe to do so after which the report will be issued.

5. Maintenance Items/projects worthy of note

Church - The original Quinquennial Report and the actions identified have stayed under the control of the Church Wardens and PCC. However, BMG have carried out small maintenance items as and when requested one being the replacement of a section of the broken cast iron gutter on the south porch. The fire extinguishers had their annual service

Institute House - Our tenants Tony and Rosie Hawthorn vacated the house on the 15th March 2021 however we have a new tenant who is planning to move in on the 22nd March 2021. During the year we have serviced the oil boiler and carried out minor repairs required before our new tenant arrived. The Thermal Efficiency of the house was retested and is now in category 'E' with The Certificate issued. When funds allow, we would like to replace another one if not both of the existing front steel windows.

Institute - This year the building was only partially used up to the start of the pandemic in March and has not been used since. The minimum of heating has been left on to prevent frost damage. The fire alarms and firefighting equipment had their annual service.

The hedges around the house, Institute and carpark have had their annual trim as required. We are truly thankful to Gordon Smith and the local farmer Mr Kevin Gwillam who carried out the work.

Parish Hall - This year we carried out the annual servicing to the heating system, the fire alarms, the firefighting equipment plus the servicing of the gas water heater in the kitchen.

On the 3rd of March 2020 the hall was broken into with the office trashed and the contents of the kitchen cupboards scattered around. A schedule was compiled of the items that needed replacing which was issued through Phil to our insurers who agreed with our request, the items have now been replaced as required.

To allow the hall to reopen in September and comply with the Covid 19 Government guide lines BMG held a meeting in August and identified what measures would have to be in place to allow the Hall to re-open. On the 3rd of September we re-met and with the Risk Assessment carried out we then installed the baby gates for the external doors, provided all the health and safety sanitising materials, the direction/instruction notices and the various forms that were to be filled in by the hall users plus the amount of furniture in the hall was relocated and adjusted as required. Unfortunately, the hall had to be close again in December due to the further lockdown and changes to the Government guide lines

6. Finances - As you are aware our income is generated from the letting of the Church House, the hiring of the Parish Hall and the Institute. Due to the Pandemic the Parish Hall

and Institute not being hired for most of the year has had a disastrous effect on our income. In April 2020 rates to the Hall and Institute were to increase by a small amount due to our increased running costs. The rent for the new tenant has been increased slightly and priced at the going rate by our Agent. Last year's financial balance stood at £14733 while this year balance is a little less at £13334 with a £500 contribution to the PCC. The BMG 12 months accounts are included in the financial section of the PCC Report

HEALTH AND SAFETY - Ian Cramp

In view of the Coronavirus pandemic it has become vital to carefully evaluate everything that we have been doing in order to reduce and, hopefully, eliminate the risk of catching this highly contagious virus. During the first lockdown places of worship and Halls were not allowed to open and this, of course, had a dramatic effect. Thankfully, we were able to adapt to the various issues and with the use of the media were able to hold very effective services on Zoom and other platforms.

During the past year, guidance has come from the Government and also from the Church of England. However as very little was known about the virus in the early days, this led to a vast learning curve with advice changing almost daily. In the early days of the pandemic and in view of a number of deaths in a couple of churches in Europe and the Far East, it was initially thought that churches were dangerous places to be in! However, this view was discounted later when facts were established.

In order to safeguard everyone using our premises, a large number of risk assessments were produced and discussed for everything from private worship in church to weddings, funerals, choirs and even bell ringing! Advice was sought regarding best practice in countries such as Australia which had low infection rates. All this led to procedures which were implemented before the church reopened and the Hall could be used. Personal protective equipment such as masks, gloves, aprons and hand wash were procured- a difficult task considering that everyone else in the UK and worldwide wanted the same things. Notices and signage were produced and displayed. Considerable thanks to the many people involved in these activities.

As we look forward in faith and hope to the future, we still must maintain the caution that we have learned about the virus and to continue with the procedures that we have adopted to keep us safe. God's church here in Claines has survived the Plague, the Black Death and numerous other crises including the Spanish Flu. With care, one day the Coronavirus will also be a distant memory.

SAFEGUARDING - Lorraine Deeprise

During this very difficult year safeguarding still continues to be at the forefront of everything the church does to keep safe with regards to services, parishioners, PCC members and the community in which we serve.

During this time, we have been able to look at our safeguarding roles and responsibilities and therefore put together a plan moving forward. The diocese has an online Dashboard which is a toolkit asking lots of questions about safeguarding within our parish, it has a RED, AMBER & GREEN indicator and enables us to see those areas that are RED or AMBER that we need to focus on to make our church safe.

The main areas we cover are:

1. Policies & Action Plan
2. Safeguarding Procedures
3. Safeguarding Roles
4. Training for Key Roles
5. Displayed Information
6. Reviews and Reports

Our safeguarding plan for 2021: -

1. Work on the areas within the Dashboard that are RED & AMBER. We would like to see them all GREEN by September 2021.
2. Due to Covid-19 all activities and groups within the parish were suspended. NO activity or group will re-start until a Safeguarding Risk Assessment has been done, a designated safeguarding leader/s for each activity or group identified, a DBS check and training carried out for that leader/s if it is required.
3. Job description, role & responsibilities for all key roles within the parish completed and circulated to those people requiring it.
4. All DBS checks, training certificates and logs audited and kept in a file at the parish office for GDPR.

As for myself, I am currently updating my all my safeguarding training with the diocese as I feel a refresh is needed every 2 years to keep up to date on the ever-changing legislation and regulations in this area.

I would like to thank the PCC members for their support and cooperation regarding DBS checks and training, this has all been completed and I am ready to roll out to leaders of activities and groups within the parish over the next 2 months. Just like the government have a roadmap to recovery, we as a parish have a roadmap for safeguarding which will bring us out of this time of darkness into the light, well equipped and ready to serve our parish and community as a safe church.

DATA PROTECTION - Rachel Cramp, Data Compliance Officer

In response to Data Protection we have maintained our processes, both in terms of the safety and security of the data we hold. Data is now only held on password-protected computers or in locked storage. Sensitive data e.g. banking details is encrypted.

In 2019 forms were completed asking for permission to retain contact details for use by clergy, the office and church officers. During 2020, and in response to the pandemic, communication with church members has been very important; a weekly eNewsletter has been circulated by Mail Chimp, to which people have subscribed.

REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31ST DECEMBER 2019

Signed on behalf of the Trustees

.....

Reverend Jo Musson

Date

ACTIVITIES OF THE PARISH

DIOCESAN MATTERS - Rev Jo Musson

A series of Open Conversations were held around the Diocese at the start of the year, which were followed by further opportunities to engage virtually, many members of our Parishes attended these. The aim was to consult a wide range of worshippers and share information about the new Diocesan strategy for mission and ministry, the planned reduction in numbers of stipendiary clergy by at least 15 and possibly up to 30, and the planned transformation of Diocesan structures and governance.

During the year, Diocesan Parish Share contributions (which essentially funds the cost of the clergy) were better than expected, although a significant reduction on last year's contributions was inevitable given the huge impact on the parish economy. The Diocese set up a Diocesan Ministry Fund to help fund clergy in these difficult times and many people contributed.

Many of the staff at the Old Palace were furloughed. Savings were made on travel and a move towards being paperless resulted in major savings in postage and photocopying costs. These savings won't match the shortfall in Parish Share, but the Diocesan Board of Finance hope to keep the overall deficit below £1 million. In May 2021 the Diocesan Office is moving out of the Old Palace to cheaper, more easily maintained premises near Lowesmoor Wharf.

By the end of 2020, the Diocese will already have reduced the number of clergy posts by 4.4. A further 5.5 will be saved in 2021, and another 2.2 in 2022, arising from natural moves and retirements, making a total of 12.1 posts altogether. There may be further reductions in posts that arise in the next couple of years to enable the target of 15 reductions to be met. Vacancies where they are deemed essential will continue to be filled.

Despite the pandemic, nine candidates were ordained Deacon in three separate services in the Cathedral, including the Reverend Lindsey Coulthard who is serving her Curacy at St Stephen's, Barbourne. A further four candidates were ordained Priest in their parish churches.

Nationally, the Independent Inquiry into Child Sexual Abuse, IICSA, published its overarching investigation report into the Anglican Church in England and Wales. The 154 page report makes eight principal recommendations about a range of issues. The first of these and the absolute priority is the Church's response to victims and survivors. There is also a recommendation regarding the structure of safeguarding and the Church is committed to looking at how best to implement greater independent oversight. Commenting on the report, Bishop Martin (who is lead Bishop for Safeguarding in our diocese) said:

"Echoing the words of the Church of England's lead safeguarding bishop, today's report from IISCA into safeguarding in the Church of England makes shocking reading and I too want to express shame about the distress caused to victims and survivors by the Church's failures. We are fully supportive of IICSA's scrutiny of safeguarding practises in the Church of England – it is vital that the church is a safe place for all. Our commitment as the Diocese of Worcester to remain survivor-led and provide fair safeguarding processes continues unabated and we have already identified the need to commit more resources to this vital work."

NORTH WORCESTER GROUP OF CHURCHES - Rev Jo Musson

Plans were well underway for the 2020 Churches Together Good Friday Walk which was going to be quite different this year, culminating in the City Centre to watch a Passion Play in Cathedral Plaza. Pilgrims were invited to dress as Romans and 1st Century Judeans. We were to start at 8am with Morning Prayer at Claines, walking via Ombersley Rd Methodist Church, stopping at Saint George's for Hot Cross Buns and drinks. As usual we would take turns carrying a large wooden cross pausing for a short reading and prayer at each stop. Sadly, the pandemic meant we were in Lockdown (the first as it turned out) and the Passion Play and Pilgrimage were cancelled. Plans are now underway to 'resurrect' them in 2022.

We were however delighted to be able to come together virtually with our friends from St. George's, St Stephen's, Ombersley Road Methodist and the Worcester URC to put on a wonderful Christmas Carol Service. With musical contributions from Claines Choir and Spark to a Flame Worship Band and readers of all ages taking parts in the Nativity Play.

WORCESTER EAST DEANERY SYNOD - Paul Fulbrook

The Worcester East Deanery year of 2020 started in a mood of optimism and drive with the Standing Committee (physically) meeting in early February at the Rural Dean's home for a planning meeting. We discussed the APCM reports that had been prepared for 2019 about the Deanery and spoke on the intended Archdeacon Visitation due in May at St Nicholas Barn. Open Conversations was the theme being pressed on us by the Diocese.

Our first Deanery Synod of the year was due to be on 24th March and in line with the then major World concern we were going to have an input into ECO-Church. Bronze Awards having been obtained by some of our Deanery were to be discussed and practical matters suggested so that other Parishes and our Deanery could apply for the award too. All that rapidly changed as Covid-19 took hold and the meeting was cancelled with only a few days to spare as the country went into the first lockdown on Monday 23rd March 2020.

The June meeting was intended to be an in-depth study (at St Helen's) about Evangelism and speakers were being arranged. It was also intended to have an input about the ALPHA Course. That June meeting would have been the first meeting of the new (17th) Deanery Synod and members who had been elected to be their Parish representatives would have been helping to form the new conclave. Without that happening and with the country in disarray it was decided by Diocese that the existing 16th Synod members would continue as would the Lay Chair, Secretary and Committee members.

The November meeting was planned to revisit St Martin's in the Cornmarket and we were hoping to explore raising awareness to mental health. To that end we were looking at a possible input from MIND and in any case tackling the subjects of: Dementia; Depression; and related topics. The intended date for the Deanery Eucharist was never even considered as being impractical.

Our first Synod of the year did actually take place in early November and took the form of an on-line 'Zoom'. A word which most of us had certainly not heard of in February. We started with a reflection on the year and how it had affected our individual Parishes. We then had an update on the Open Conversations watching a screen share video of Bishop John talking to this theme. We were brought up to date with the intention of the Bishop's Pastoral Order which will reduce the number of Deaneries from 1st February 2021 to enable a more flexible working together of parishes and deployment of Clergy. Our deanery will simply be called the Worcester Deanery and incorporate Martley & Worcester West plus the Saltway Team Ministry from Droitwich Deanery. A new Area Dean will be appointed in due course.

The first meeting of the new Worcester Deanery under the newly appointed Area Dean, Revd Diane Cooksey will take place on Tuesday 9th March 2021. At that time, the Area Dean will be instituted by the Bishop and a Secretary, Treasurer and Lay-Chair will be elected. The dates for meetings for the rest of the year will also be ratified.

READER TRAINING - Cary Taylor

Since Sept 2020 I have been studying to become a Licensed Lay Minister (LLM), otherwise known as a Reader, for St George's and Claines parish churches. It has certainly been an unusual year to begin any type of academic studies, however for a course that at its core requires personal interaction and building of relationships this has been an even harder challenge for the lecturing team to provide. But provide it they have. All of the lectures have been via ZOOM and we have even conducted our residential weekend and study days in this way (no cakes or drinks in the bar though!). Even though we have not met in-person, many of us have managed to form friendships which I'm sure will only grow once we are able to finally meet together.

The material provided electronically has been excellent and the topics covered have been a vital foundation to any form of licensed ministry within the church. The topics so far have been, 'An Introduction to the Old Testament', 'An Introduction to the New Testament', 'An Introduction to Preaching' and 'An Introduction to Christian Worship.' For me the most enjoyable part of all these topics has been looking at them within their historical context; by this I mean, looking at them through an understanding of their origins, cultural setting and influences. I am thoroughly enjoying having new understanding and insight into core aspects of my faith and I am genuinely looking forward to what the rest of this year and next may bring.

COMMUNICATION - Ian Cramp

During the pandemic, there have been a number of challenges which have affected us. The closure of our church has meant that we have not been able to keep people in touch with what is happening as they have not been able to attend services or have been unwilling to do so due to Covid. Almost 250 members of the joint congregations receive the new weekly e-newsletter produced by Rev Jo, while others have kept in touch using prayer chains and contact groups by phone. These were very quickly introduced at the start of the pandemic.

However, a big problem was that we could not see each other and talk to groups easily. To help overcome this, Rev Jo and Elisabeth Witter from Saint George's set up Zoom services. These have been held every Sunday at 1030 on the internet and have been extremely successful in offering a shared service to Claines and Saint George's churches as well as to the wider community as they are then copied to Facebook Live and You Tube so that others can view them at a time and on a network that is convenient to them. Typically, the outreach is several hundred persons per service including regular views from Phil Keen in Australia. Barbara Mitra and Ian Cramp have also become Zoom drivers and the service has been expanded to include PCC meetings, Mothers' Union meetings, Bible Study groups, Kingdom Arts, World Day of Prayer as well as a wide variety of other get-togethers.

Both live and recorded music is used as well as videos. Our talented musicians have been able to record songs and music individually at home and these have been mixed into the combined pieces that we would normally hear in church. (For technical reasons, people cannot sing together on Zoom and we "celebrate" this every Sunday by singing Happy Birthday after the service has ended. The result is very discordant and mixed due to the lag in everyone's voices but always raises a smile). Special services were recorded for Christmas combining our two churches and Saint Stephen's.

Additionally displays outside church such as the scarecrow wedding and scarecrow nativity have helped to remind people that, while the church building may be closed, our worship is very much alive.

CLAINES COMMUNITY CAFÉ - Jane Saint & Community Café Team

We all so enjoyed our Tuesday afternoons at the Café whether as a team member or a customer, prior to the Covid pandemic. What a blow it was to have to close. We never

imagined the closure would last so long. Worst of all has been hearing the sad news that some of our regular café friends have passed away during that time. We send our heartfelt condolences to their families and friends. At Christmas time the team did some detective work to find contacts for all our regular customers and deliver to them a seasonal gift, card and good wishes. Many expressed their pleasure in being contacted in this way and we all look forward to being able to safely reopen the café and be together again sharing tea, cake, conversation and laughter as soon as possible.

20/20 VISION PROJECT - Ian Cramp and Phil Kear

We were in the very fortunate position at the start of 2020 whereby the project designs had been completed and concept approval obtained from the Diocesan Advisory Committee. This is the group that advises the Chancellor whether or not to grant permission to make the changes. The impact of the Coronavirus pandemic in the spring forced us to stop all work on the project as all places of worship were closed and the country was in lockdown. This situation has continued until the current time and we have evaluated and reviewed the need for the project works in view of the use of alternatives such as on-line worship. However we are moving forward in faith and strongly believe that there will be a significant need for the improvements provided by the project once regular worship in church resumes.

It has been agreed that the first phase of the project will commence as soon as practically and financially possible. This involves the creation of 2 toilets in the vestry with access to one of them being via a new opening in the North porch. In order to achieve this the layout of the vestry will be adapted, the organ console will be moved and a screen constructed to separate the vestry from the Catherine Chapel. Work has been done to establish a suitable effluent disposal system as the church is not on mains drainage.

Later phases will be commenced at appropriate times. They comprise the creation of an open meeting space in the North aisle area together with a small kitchen facility. Audio visual arrangements will also be improved and these may well depend upon the pattern of worship adopted for the future.

Thanks are due to the members of the project committee, the MOG Group (Mission and Outreach) and all who have freely given of their time to progress this important project.

ECO CHURCH - Ian Cramp

When we were granted our Bronze award in 2019, we were one of only three churches in the Diocese to have won an award. This has now increased to seven churches with bronze awards and one with a silver award. However, the rate of growth is still far too slow especially as the Church of England is committed to becoming Net Zero Emissions by 2030. **That's in nine years' time!**



We are sourcing green energy supplies and carefully controlling when and how much energy we are using in our buildings. Best practice for heating in churches is electric under pew heaters and we, of course, have these at Claines! This last year we have made significant savings on our heating and lighting costs as the church has been closed due to the pandemic. When things get back to “normal” we will be working towards the Net Zero goal to protect God’s wonderful planet.

Many of us have altered our lifestyles during the past year and discovered the pleasures of exercise including walking and cycling. We hope to fit cycle racks to our buildings to encourage users to cycle more often. Look out for other activities that we hope to introduce to help us along the path towards our Silver Eco Church award!

QUEST BEREAVEMENT GROUP - Rev Jo, Alan Long & Tricia Greenwood

The group is for anyone who has recently lost a loved one and would like an opportunity to socialise and chat to others who are in the same position. The group has now been running for seven years with the number at a steady 18. Until lockdown we were meeting at Claines Institute, Claines Lane. Unfortunately, at the beginning of 2020 Jean Smallwood moved north, she was one of our team members and organised several of our outings. The team and the group will miss Jean very much but we wish her well on her move. Our last meeting was held in February, then came lockdown and we have not been able to meet since. We have spoken to each other on the phone and for Christmas we delivered small gifts to each of the members, which was an ideal way of checking everyone was still good and having a chat. We look forward to meeting again sometime in the future.

THE WORCESTER FOODBANK - Adrian Musson

Foodbank has been very busy this year. As well as wide scale changes to internal processes to accommodate Covid safety, there was also a large change in the volunteer base with many older volunteers no longer able to contribute.

Alongside this Foodbank has seen consistent increases in the numbers of people needing support. From those struggling on furlough reduced wages and those enduring job losses, to those suffering deaths in their families and those who have been put in danger due to long term isolation with people they live with.

Unfortunately, Foodbank expects these trends to continue well into 2021 and beyond.

During the lockdown donations have been dropped off at the Vicarage and taken by myself or Rev Jo to the Foodbank every week. I know from my experiences that your donations are very much appreciated by the people who come to the Foodbank for support.

OPEN THE BOOK - Rachel Cramp

2020 began as usual with our fortnightly visits to Claines Primary. The new team was worked well together: liaising with the school; making suggestions for the interpretation of the stories and having the props and costumes stored in the Institute storage room.

Sadly in March further visits to school were not possible, however during the Autumn term the Open the Book teams from both Claines and Saint George's came together with two joint online teams led by Viv Todd from St Stephens, but also a member of the Saint George's team and Rachel Cramp from Claines, using Zoom. The schools have found these to be a lovely resource, and have been used with Key Workers children in school and have been sent home via the See-Saw App.

LUNCH IN COMPANY (LINC) - John Brady

Sadly, as you might expect, LinC lunches were unable to take place during 2020. We have all, staff and members alike, missed our monthly meals and the companionship that goes with those gatherings.

However, our team has tried to maintain telephone contact with all our LinC members, and I am grateful to our brilliant team of helpers for this important service of keeping in touch.

Initially, when the first lockdown happened, we thought Christmas lunch 2020 might be a target for us to all get back together again – what a party that would have been! Although that failed to materialise, we did manage to provide a small Christmas present and card to all our group.

Sadly, the year saw the passing of our colleague, Jill Cale, whom we will greatly miss both in the kitchen, preparing and cooking meals, and as a great character and friend to all in LinC. We will also miss our long-term member Cyril Fagence who passed away during the year. Other members have moved into care homes, but we hope to get them back to our LinC lunches in the future.

What of the future? The LinC team is composed of members who live on their own and who might be classed as “in the vulnerable group,” as defined by the government. We are very aware of this when providing LinC lunches. Hopefully, we can begin to cook again, in the not too distant future, but concern for the safety of our members will dictate exactly when that is possible

We do look forward to seeing and hearing from you all and sharing your good company as soon as is possible. Let's hope it's soon.

CHURCH MAGAZINE - Stephen Taylor, Editor

Understandably, subscriptions for 2020 were well down on the previous year. Three magazines were missed because of lockdown. This has meant that there has been no contribution from the magazine account to church finances this time round. However, because of reduced costs, owing to the lockdown, and support from advertisers, funding for the coming twelve months is assured.

What some of you will already know is that Rosemary and I are moving away from Worcester. The intention is that I will see the magazine out until the end of 2021, but if it is to continue beyond that it will need someone to step forward and take over the reins which I have had the pleasure to hold for nearly a quarter of a century. The production of the magazine is very much a team effort and I would like to thank all those involved as it helps to make this a seamless production month in and month out.

SOCIAL MEDIA - Rachel Cramp

During 2020 Social Media has been even more important than ever, being a very important way of maintaining contact with the congregation and parish, during the pandemic and church closures.

Facebook has been increasingly useful, broadcasting services from homes and church on Facebook Live. Claines Church reached 1000 followers and currently stands at 1026. Pictures of the churchyard, our outreach including the Scarecrow Wedding and Scarecrow Nativity and Mary and Joseph's travels around the parish during Advent and prayers have been much appreciated. The Claines Parish Hall and Claines Institute site has 226 followers and has been useful this year to inform users of when the Halls had to close or were able to open. We continue to have a presence on Twitter with a further 540 followers.

There were two new initiatives in 2020 - a dedicated Claines Church YouTube site where all online services are uploaded, thanks to Andy Russell from Saint George's and during Lent, a Claines Church Posada website, which included Mary and Joseph's travels, Bible readings, prayers, a video and activities for children - our thanks to David Hudson for creating it for us.

CHILDREN AND YOUNG PEOPLE - Ann Sansome and Rachel Cramp

At the beginning of 2020 we began a programme of **Calling Young Disciples** events, held jointly with St Stephen's and Saint George's churches with a fun **Pancake Party** held in Claines Parish Hall, with activities, pancake decorating and the consumption of lots of pancakes! But sadly that was the only activity of the year; though one meeting of the Hub was held.

On Friday 6th and Saturday 7th November, members of Calling Young Disciples from Claines, Saint George's and St Stephen's attended (on ZOOM) the bi-annual Hub and there were some exciting outcomes. The most significant being that Reverend Andy Todd (St Stephen's) asked if they could work with us in lockdown on three Christmas events: a Pre-recorded Joint Carol Service to be shown on 20th December; a Scarecrow Nativity Trail, with a scene in each churchyard for families to visit (the week before Christmas) with families asked to bring their own lamb/sheep or animal to add to the scene; and a pre-recorded Joint Crib Service shown at 4.30pm on Christmas Eve. All three events went ahead and were successful in our mission to children and families. They were all great fun to be part of and thanks go to everyone who helped especially those who created the scarecrows and produced the music for the services.

Children's Church and Godly Play sessions were unable to continue due to the pandemic and closure of the church, however in February a wonderful Ark, gifted to Lorraine Deeprise for Godly Play was blessed; we look forward to using it in 2021. One Godly Play story was recorded for Advent and sent into Claines School. The last Children's Church session held in March, just prior to Lockdown 1, focussed on a children's altar, which the children really enjoyed.

Response to the Pandemic

- In all online services there have been activities for both children and any adults who have wanted to join in, and the children have shared their thoughts and creations at the end of every service.
- During Advent Rev Jo told a Bible story on Facebook Live every day focussing on an aspect of the Jesse Tree, both children and adults really enjoyed these stories.
- Each month a Zoom Café Church has taken place; these have been very intergenerational, with both children and adults taking part in the services.
- Families have been really involved in our community outreach activities: the Scarecrow Wedding in October and the life size Scarecrow Nativity during Advent up to Epiphany. Children helped create the figures and many families visited our creations - during Advent the three Kings even travelled to church via cabriolet; thanks to Claines School's involvement in creating the magnificent figures.
- As we were unable to have a Posada this year, our Mary and Joseph figures travelled around the parish visiting places including Worcester Football ground and Hawford Farm!

LITTLE FRIENDS- Jennifer Chow

Little Friends is run by parent volunteers from the community with support from Mother's Union members and Reverend Jo Musson. We normally meet during term time in Claines Parish Hall on Tuesday mornings (except for Little Fish Tuesdays). Originally established as a complement to Little Fish, Little Friends was created to provide a secure, comfortable and friendly space for young children and their carers to gather and socialise every week, whilst also providing a convenient and accessible link to Claines Church. We keep in touch with attendees via our Facebook page (<https://www.facebook.com/claineslittlefriends>).

Attendance remained robust until March 2020, when Little Friends ceased running due to the Covid-19 pandemic. Together with Rev Jo, the Little Friends committee made an early decision to stop all sessions several weeks before the official lockdown period as it became clear that the coronavirus would pose a huge risk to our attendees, volunteers and greater community. This response was in line with recommendations from Claines Church and the Church of England.

Once government restrictions eased in summer 2020, group volunteers met to discuss running a modified version of Little Friends outside as long as weather might permit. In

September 2020 four meetups with a limited number of attendees were held outdoors. These sessions also made some good use of the Patch, the outdoor space at Claines Parish Hall. From October 2020 the group was shuttered again as government restrictions re-tightened.

Looking forward, our volunteers are scheduled to meet together with relevant church officers via Zoom in March 2021 to discuss the steps required for relaunching Little Friends. Government guidelines should ease sufficiently in mid-April 2021 to allow children's activities to resume with reduced numbers of attendees. Some considerations to be discussed are health & safety (including Covid-19 secure guidelines), safeguarding and recruiting additional volunteers.

LITTLE FISH - Pat Price

Our Report for 2020 will be rather different from previous years due to the pandemic which meant that we only met on two occasions, January and February.

In the past, our Little Fish session were held on the third Tuesday of each month in the Parish Hall from 10 am to 11.30 am and is aimed at pre-school children. The children come along with a parent or carer for 90 minutes of singing, prayers, refreshments and an interactive Bible story presented by Rev Jo or Rev Paula and assisted by Jan Haden, Jane Saint, Pat Price and Anne Ray (members of our Mothers' Union).

At Easter and Christmas we usually meet in Church, and in July we "Picnic on the Patch" (the lovely outside area to the side of the hall).

In January our topic was entitled The Promise and featured Sarah and Abraham. In February we told the story of Rebecca's Wedding.

We look forward to meeting up again when it is deemed safe to do so. We are always happy to welcome new members and very much appreciate the help and support of the mums/grandparents and carers of our Little Fish.

MOTHERS' UNION - Gwen Clifford, Branch Co-ordinator

On the evening of 9 February 2020, when the members of Claines Mothers' Union met for their Annual General Meeting, we did not imagine that we would not meet in the Church Institute again for the rest of the year. We planned a full programme of meetings for the year and a couple of fundraising events. We donated money to the annual Make A Mother's Day Appeal and were looking forward to welcoming Adrian and Gill to our meeting in March to update us on the work of the Worcester Foodbank. But, coronavirus had other ideas!

The worldwide reduction in donations to charity that followed the lockdown in March also affected the Mothers' Union. We held our first Zoom meeting in May and agreed to respond to the Mothers' Union urgent appeal for funds with a generous donation so that the work of the MU could continue.

During August, when the lockdown restrictions were relaxed some of us were able to meet, suitably distanced of course, on The Patch at Claines Parish Hall. The weather was kind and we enjoyed tea and a chat. It was wonderful to meet face to face and just catch-up on the latest news.

We had to turn again to Zoom meetings by October for an intensive planning meeting and in November, again by Zoom, we enjoyed a wonderful musical evening courtesy of our local very

talented harpist, Jan Scarrott. Not able to meet for our usual Christmas Dinner in December we again Zoomed and were treated to Nativity Godly Play by Rachel Cramp and a Festive Quiz compiled by Jan Hayden.

In a difficult year we were determined that the work of the Mothers' Union would not be forgotten and our fellowship would continue and thanks to virtual meetings, emails, social media and the good old telephone we have managed to keep in touch (and increased our membership!)

Unfortunately, the end of 2020 was overshadowed by the death of two of our members, Joan Bull and Sandra Ashcroft. Both ladies gave many years of service to the Mothers' Union and we continue to hold them and their families in our prayers. Whatever 2021 brings our way, we will continue to meet and promote the wonderful work of the Mothers' Union both in this parish and worldwide.

PARISH MUSIC - Vanessa Gunter

2020 has certainly been an interesting year! After a strong start for both the choir and the instrumental group, the pandemic forced us to stop all our group activities as we negotiated what was to be the first of three lockdowns.

Challenges can be seen as opportunities and the last year has allowed us to experiment with new ideas, although we have definitely missed our regular playing and singing!

Zoom church has provided the opportunity for a number of musicians from Claines and St George's to work on a rota basis to provide music for hymn singing during services. It has been lovely to enjoy the variety that this has given us and it has been great to make new friends too!

During the respite between lockdowns, Claines choir enjoyed returning to church for some live, socially-distanced, visor-wearing communal singing. The challenges of steaming up during hymns and the disconcerting effect of a visor on sound production (it amplifies your own voice back at you!) all had to be negotiated, but we nonetheless relished the chance to get back together.

The joint online Christmas service was a triumph of community over adversity and the choir at Claines were very proud to be part of it. A few people had to learn new IT skills in order to record their separate voice parts (rehearsed via Zoom) and submit their recordings for editing into the final piece. They gave superb performances of 'Listen to the message' and 'Infant Holy' and the end result was impressive. We were very grateful to a number of friends and relations who also contributed to this project.

As I write this, we are starting to look forward. Although there is a long way to go, there is now hope that we may be able to return to a more normal way of worshipping through music as 2021 progresses. When we do return, it will be with an even greater appreciation of the gift of live music and its place within our services. We can't wait to get started again!

SPARK TO A FLAME - Adrian Musson

After a brief break because of the initial Covid lockdown the band has performed and produced worship songs for many online services including the Christmas carol service. These included old favourites like '10000 reasons' and 'My Jesus, My Saviour' to learning new songs like 'Who am I?' and 'The Power of the cross'.

I still can't believe how the whole band managed to learn new songs, perform them and create a band experience all while we were in multiple lockdowns.

It was a learning process for us all. We each recorded our own parts on our mobile phones while listening to a backing track, then I mixed them into a band experience. Although this

was initially quite complex and time consuming we have become more proficient during the past year!

I'm really pleased that we continued 'singing' as a band and it has been a great blessing to be able to worship God together.

FLOWER GUILD - Pat Harris

The year 2020 was a rather strange year for us, in that we had very few flowers to arrange in church for weddings etc. We had just one wedding to do. We also did some for Harvest Festival, this enabled us to do some baskets to take out. To some of the elderly and sick in the Parish, also send some tinned food to the Foodbank. We did put a few arrangements in church and decorate an artificial Christmas tree, to celebrate our Lord's birth.

Let's hope that 2021 will be a better year, and that we will have overcome the virus enough that we can get back to something like normal.

KINGDOM ARTS - Jan Kear

Kingdom Arts (KA) as some of you know, is exploring faith through creativity and has been running successfully once a month for at least 4 years. We learn and practice different creative activities and then share the results of our work in an act of worship. We share a simple lunch of homemade soup giving ourselves time for conversation and friendship. Regretfully Kingdom Arts has not taken place in person since February 2020 Alex (New) and Sue (Ashby) have kept us going with a monthly on line newsletter, we held a Christmas session on Zoom with poems, readings, singing and prayers - all very moving. We finished this session with Jan's (me) soup demonstration which was great fun to do and hopefully to watch!

We are planning to gather again on Zoom on March 30th to celebrate Easter. Please check the KA website for information of current plans and articles www.kingdom-arts.co.uk. We are all looking forward to meeting again as soon as possible, thanks to Alex, Sue and all the team for their continued encouragement and enthusiasm. All are welcome

CHRISTIAN AID - Esther Patterson

With the country in lockdown, Christian Aid's 2020 collections were all online, and sadly this looks to be the way things will be in the future. Certainly door to door collecting does not look likely again. I have loved working with my team over so many years but feel now is the time to relinquish my role. Alison Clarke from St George's is the local area Christian Aid Co-ordinator and she is organising an online service for both churches to mark this year's Christian Aid Week (10-16 May 2021). There will be links for people to donate online so that Claines' folk can donate too. Please support this year's appeal.

CHRISTIAN AID WEEK 2020 - Alison Clarke

In total we raised nearly 4 million pounds nationally for Christian Aid Week. Christian Aid introduced an e-envelope for online giving which was apparently very successful. 643 JustGiving pages were created to fundraise for CA Week (double the number in previous years); nearly 7000 people signed the drop the debt petition. And locally we held paper and online quizzes, completed walking challenges and sponsored Bible reads and gave generously.

CAMPAIGNING

This year sees the UK hosting COP26, the United Nations Climate Change Conference (1 - 12 November in Glasgow). Christian Aid continues to campaign, raise awareness and highlight

the injustice of how climate change is affecting the lives of the poorest communities on Earth. In November the Worcester Christian Aid group invited you to watch the film 'Thank You for the Rain' and to join a live discussion on ZOOM – excellently chaired by Rev Jo - about the film and the issues it raised. The film shows the impact of climate change on Kisilu Musya, a subsistence farmer, and his family and how he travels to Paris to make his voice heard at the UN climate change talks. The film is sometimes funny, always warm and engaging and at times heartbreaking.

Christian Aid continues to campaign for a Debt Jubilee for poor countries in the global South facing the additional costs and hardships resulting from the COVID-19 pandemic.

<https://www.christianaid.org.uk/campaigns/debt-jubilee-petition>

In addition Christian Aid has published a report Building Back with Justice and has launched a new campaign of the same name in response to the global pandemic.

<https://www.christianaid.org.uk/get-involved/campaigns/building-back-justice-campaign-resource>

Many of us locally wrote to our MPs or petitioned about the absorption of the Department for International Development into The Foreign office, believing that the support to poor communities in the global South would be diluted in the process. We also expressed our disappointment that the government's long-held commitment to a 0.7% budget for international aid will be reduced to 0.5%. There is an opportunity (if you are in a position to do so) to take the 0.7% pledge in support of the World's poorest people.

<https://www.christianaid.org.uk/give/ways-to-donate/0.7-pledge-aid-budget>

All of these events and campaigns took place against the backdrop of a big slimming down of Christian Aid's operations in the UK and abroad, which came into effect fully in June. Locally we are supported by one paid fundraising and church engagement officer based in the West Midlands. We seem to be working really well in our new online mode, so hope and pray for a successful year ahead.

THE CHILDREN'S SOCIETY - Julie Palmer

"We are a national charity working to transform the hopes and happiness of young people facing abuse, exploitation and neglect. We support them through their most serious life challenges, and we campaign tirelessly for the big social changes that will improve the lives of those who need hope most."

"We fight for hope by deeply understanding the needs of young people and by supporting them through their most serious life challenges. We work with young people who have suffered years of abuse, who have run away from home or are struggling with mental health issues. We look out for young carers and those who are at risk of being groomed by gangs. We help refugees who have no one else to turn to in this country."

2020 was obviously a challenging year for fundraising for the Children's Society. The loss of the Christingle service and the difficulty collecting the cash boxes resulted in the reduction in funds raised for the charity. In 2019 Claines Church raised nearly £750 for the Charity, in 2020 this figure was £280.

For more information on the work of the Children's Society please visit their website -

www.childrenssociety.org.uk

CLAINES CE PRIMARY SCHOOL - Pat Oddy, Foundation Governor

As a school governor, this has been a particularly difficult year, as we have not been able to visit classes, see the staff or attend meetings for the best part of the year. Sadly none of the usual services have been held in church, however, the Remembrance service was very successfully

conducted on zoom. Regular school assemblies have also been held in this format to which the pupils have quickly adapted.

The staff has been admirable, worked extremely hard throughout the year, teaching the children of key workers in school and also setting full daily timetables for the rest who were being home schooled. This was all marked and returned mostly the same day, which was some achievement! The standard of this remote learning has impressed parents so much that the word has got around, so much so, that the school now has a waiting list for every year group! This progress was aided enormously by the company, employing the husband of one member of staff, in generously providing reconditioned laptops/ipads for a number of children. This also opened the possibility of more being available in time.

All our governors' meetings have been held on zoom, and fortunately Mr Gent has kept us well informed of plans and changes as the weeks have gone by. The school's website has contained weekly contributions from pupils in the different year groups, which illustrate the high standard of work which continues to be achieved. Earlier in the year, Mr Gent received a letter from Nick Gibb MP congratulating the school on obtaining a place in the top 5% nationally for phonics.

Now we can focus on the school reopening and everything once again moving forward at pace!

CLAINES CE PRIMARY SCHOOL - Sarah Jew, Deputy Headteacher

This year has brought us many obstacles and life has become very different with school life changing. With everyone in their own 'bubbles' and isolation being a buzz word in our communities, it would have been easy to have become insular as a school but from our motto 'stronger together' we have been determined, more than ever, to keep our school-church community united. This has proved a challenge with so many demands on us all but when we have joined together, we have loved the unity and normality it has provided for us all, especially the children.

With zoom everything has become possible virtually: a Leaver's message from church by Rev Jo, joining us from the memorial to say a remembrance prayer and numerous zoom assemblies. Between us all, the importance of being part of a church school and the importance of the church within our school community has not been forgotten.

Following on from zoom assemblies, Rev Jo arranged the beautiful Jesse Tree stories in the lead up to Christmas and it was also lovely to be involved as both a school and local community in the travelling journey of the Posada. In addition, we were also able to share Godly Play that Rachel recorded for us. Whilst Christmas was very different and we could not attend church, we managed to put together a whole school bubble nativity telling the Christmas story and ensuring the spiritual magic was not forgotten..... and who could forget the three kings that travelled in true style to the stable!

More recently, we have been very glad to see the Open the Book team back on our screens and we have supported the community love bombing. Today, we have had a visit from 'Hope' the Easter lamb which seems to be very timely as we get the news that we will be able to return to school. It is with hope in our hearts, that we look forward to the future and keep our school-church community STRONGER TOGETHER as our new normal unfolds and 'togetherness' becomes possible once more.

LEGACIES - MAKING A LASTING DIFFERENCE

Only some five per cent of people in the UK have left a gift for a charity in their will, and yet legacies are the largest single source of income for many charities in this country today. Once you have provided for your family and friends, leaving a gift to Claines Church will ensure that our work can continue for many years to come.

Legacies have over the years, and thanks to the generosity of those who have made bequests, contributed greatly to the work and mission of Claines church. The PCC appreciates all bequests both large and small. There are many types of gifts that can be made:

Pecuniary legacy - a cash gift of any size.

Specific legacy - items of value such as property, a car or jewellery.

Residuary bequest - balance of your estate after all debts, taxes, expenses and other legacies have been paid.

All legacies are tax free. If you make such a gift in your will, its value will be deducted from your estate before inheritance tax is calculated. If you are thinking about leaving a legacy or have already remembered us in your will, we would love to talk to you about it; everything you say will be treated in the strictest confidence. We would then have the opportunity to thank you for your generosity. When considering leaving a legacy, we recommend that you consult a Solicitor who will be able to give you specialist advice according to your own individual circumstances.

St John the Baptist Claines PCC

ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2020

Independent examiner's report to the trustees of St John the Baptist PCC, Claines

I report to the trustees on my examination of the accounts of St John the Baptist PCC, Claines for the year ended 31st December 2020.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

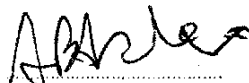
Independent examiner's statement

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

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

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

Signed;



A B Archer
3 Shrawley Road
Femhill Heath
Worcester
WR3 7UQ

23/02/2021

PCC of St John the Baptist, Claines

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


Charity Registration No 1130734


	Note	Unrestricted Funds £	Designated funds £	Restricted funds £	Total 2020 £	Total 2019 £
INCOMING RESOURCES						
Voluntary income	2.1	52,612	101	440	53,153	110,046
Activities for generating funds	2.2	601	-	2,240	2,841	18,690
Income from investment	2.3	73	664	205	942	913
Income from Church activities	2.4	3,602	20,813	-	24,415	49,415
Other incoming resources	2.5	402	1,144	4,136	5,682	9,258
TOTAL INCOMING RESOURCES		57,290	22,722	7,021	87,033	188,322
RESOURCES EXPENDED						
Costs of generating funds	3.1	216	-	-	216	681
Grants and donations	3.2	1,189	-	-	1,189	3,951
Activities directly relating to the work of the church	3.3	54,539	24,189	894	79,621	127,759
Church management and administration	3.4	1,754	1,762	4,061	7,576	13,392
TOTAL RESOURCES EXPENDED		57,698	25,951	4,954	88,602	145,783
NET INCOMING/(OUTGOING) RESOURCES						
		(408) -	3,228	2,067 -	1,569	42,539
Transfers between funds		750	(750)	-	-	-
NET MOVEMENT IN FUNDS		342 -	3,978	2,067 -	1,569	42,539
BALANCES BROUGHT FORWARD AT 1ST JANUARY						
		20,649	29,535	68,716	118,900	76,362
BALANCES CARRIED FORWARD AT 31ST DECEMBER						
		20,991	25,557	70,783	117,331	118,900

Balance Sheet at 31st December 2019

	Notes	2020 £	2019 £
FIXED ASSETS			
	4	-	-
CURRENT ASSETS			
Stock		200	200
Debtors	5	4,019	15,654
Short term deposits		73,273	71,023
Cash at bank and in hand		62,705	75,343
		<u>140,197</u>	<u>162,220</u>
		-	-
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	6	(22,867)	(43,320)
NET ASSETS		117,331	118,900
FUNDS			
Unrestricted	7	20,991	20,649
Designated	7	25,557	29,535
Restricted	7	70,783	68,716
		<u>117,331</u>	<u>118,900</u>

Approved by the PCC on 17th March 2021 and signed on its behalf by


Chair


Treasurer

PCC of St John the Baptist, Claines

Notes to the Financial Statements

For the year ended 31st December 2020

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005. The financial statements have been prepared under the historical cost convention.

The statements include all transactions, assets, and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

Funds

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

Restricted Funds represent a) Income from trusts that are restricted as provided in the terms of the trust or bequest and b) Donations or grants received or invited by the PCC for a specific object and must be retained in that fund and expended only on the specific object for which they were given. The PCC does not usually invest separately for each fund.

Incoming resources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised when it is received. Income tax recoverable on Gift Aid donations is recognised when the related donation is recognised

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Other income

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

Income from investments

Interest entitlements are accounted for as they accrue

Resources used

Grants and donations

Grants and donations are accounted for when awarded.

Activities directly relating to the work of the Church

As at 31st December 2020 £21,000 (2019 £36,000) of our allocation had been paid, our allocated share for 2020 was £67,836 (2019 £66,506). An amount of £20,000 (2019 £30,506) was provided for and paid in full before the 4th February deadline. The balance of £26,836 (2019 £nil) remained unpaid.

Fixed assets

Consecrated property and movable church furnishings

Consecrated property of any kind is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the church's Inventory and can be inspected (at any reasonable time). For inalienable property acquired prior to 2003 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1st January 2003 will be capitalised and depreciated in the accounts over their currently estimated useful economic life on a straight line basis.

All expenditure incurred in the year on consecrated buildings, individual items under £1,000 or on the repair of movable church furnishings acquired before 1st January 2003 is written off.

Other fixture, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of less than £1,000 or less are written off when the asset is acquired.

Current assets

Stock represents trading stock and candles and is valued at the lower of cost and net realisable value.

Amounts owing to the PCC at 31st December are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit with the CBF Church of England deposit fund.

PCC of St John the Baptist, Claines
Notes to the Financial Statements
For the year ended 31st December 2020

	Unrestricted General Funds £	Unrestricted Designated funds £	Restricted funds £	Total 2020 £	Total 2019 £
2. INCOMING RESOURCES					
2.1 Voluntary income					
Planned giving and gift aid envelopes	40,300	-	-	40,300	44,971
Income tax recoverable	8,897	-	16	8,913	13,161
Collections at services	1,088	-	-	1,088	5,133
Grants	-	-	-	-	1,718
Donations	1,327	101	424	1,852	19,063
Legacies	1,000	-	-	1,000	26,000
	52,612	101	440	53,153	110,046
2.2 Activities for generating funds					
Fund raising events	601	-	2,240	2,841	18,690
2.3 Income from investments					
Dividends and interest	73	664	205	942	913
2.4 Income from Church Activities					
Magazine sales and advertising	-	2,526	-	2,526	4,077
House, Hall and Institute lettings	-	18,287	-	18,287	38,460
Wedding and funeral fees	3,602	-	-	3,602	6,878
	3,602	20,813	-	24,415	49,415
2.5 Other Incoming Resources					
Sundry income (including Forces Fund transfer)	402	1,144	4,136	5,682	9,258
	402	1,144	4,136	5,682	9,258
TOTAL INCOMING RESOURCES	57,290	22,722	7,021	87,033	188,322
3. RESOURCES EXPENDED					
3.1 Costs of generating voluntary income					
Fundraising expenditure	216	-	-	216	402
Stewardship costs	-	-	-	-	278
	216	-	-	216	680
3.2 Grants-Charitable giving					
Home church societies and organisations	38	-	-	38	130
Secular Charities	1,151	-	-	1,151	3,821
	1,189	-	-	1,189	3,951
3.3 Activities directly relating to the work of the church					
Diocesan Parish Share	41,000	-	-	41,000	66,506
Clergy expenses	839	-	-	839	1,700
Church maintenance	-	1,932	-	1,932	3,646
Church running expenses	10,652	132	-	10,784	12,449
Parish magazine expenses	-	2,230	-	2,230	3,014
Upkeep of churchyard	-	-	846	846	1,013
Parish Hall and Institute costs	-	19,575	-	19,575	29,933
Flowers	-	320	-	320	1,456
Parish education	-	-	48	48	29
Contracted services	2,048	-	-	2,048	8,014
	54,539	24,189	894	79,621	127,760
3.4 Church management and administration					
Pastoral administration	1,754	570	-	2,324	2,223
Miscellaneous expenditure	-	1,192	4,061	5,253	10,770
Depreciation	-	-	-	-	399
	1,754	1,762	4,061	7,576	13,392
TOTAL RESOURCES EXPENDED	57,698	25,951	4,954	88,602	145,783

PCC of St John the Baptist, Claines
Notes to the Financial Statements
For the year ended 31st December 2020

4. FIXED ASSETS

	Portable altar £
COST	
Brought forward	1,596
As at 31st December 2020	<u>1,596</u>
DEPRECIATION	
Brought forward	1,596
Charge for the year	-
As at 31st December 2020	<u>1,596</u>
NET BOOK VALUE	
As at 31st December 2020	<u>-</u>
As at 31st December 2019	<u>-</u>

The PCC does not have a record of the cost or valuation of the church hall and institute buildings . The PCC considers that the cost of obtaining these would outweigh the benefit in including these in the accounts.

5. DEBTORS

	2020 £	2019 £
Income tax recoverable	-	-
Prepayments and accrued income	4,019	15,654
	<u>4,019</u>	<u>15,654</u>

6. LIABILITIES:AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Parish Share	20,000	30,506
Accruals of utility and other costs	2,867	12,814
	<u>22,867</u>	<u>43,320</u>

PCC of St John the Baptist, Claines
Notes to the Financial Statements
For the year ended 31st December 2020

7. FUNDS DETAILS

Name	Purpose	Balance at	Income	Expenditure	Transfers	Balance at
		1.1.20				31.12.20
General	Unrestricted	20,649	57,290	57,698	750	20,991
Unrestricted funds designated by the PCC						
Restoration	Maintenance of church property	653	25	132	-	546
Choir	Choir expenditure	189	-	-	-	189
	Maintenance and running of Parish Hall, Institute					
Hall & Institute	and House	14,737	18,925	19,576	(750)	13,336
Flower Guild	Provision of church flowers	1,076	292	297	-	1,071
Memorial flower funds	Provision of memorial flowers	55	10	22	-	44
Restoration	Tower Restoration	2,509	-	285	-	2,224
Little Friends	Baby and Toddlers	1,185	242	203	-	1,224
Magazine	Publication of church magazine	2,394	2,526	2,230	-	2,690
LinC	Lunch in company	737	382	704	-	415
General	General	6,000	320	2,502	-	3,818
Total Unrestricted designated funds		29,535	22,722	25,951	(750)	25,557
Restricted funds						
Restoration	Church Notice Board	265	-	-	-	265
Churchyard	War Graves	73	12	-	-	85
	Maintenance Canon Clinch Grave	524	-	-	-	524
	Memorial Garden	81	-	-	-	81
	Roses	305	-	-	-	305
	Maintenance of churchyard	1,494	-	843	-	651
Family tree	Family tree	155	-	-	-	155
Bell fund	Maintenance of Bells	11,983	51	-	-	12,034
Ashcroft	Ashcroft Anniversary	83	-	-	-	83
Property	Property	50,083	5,756	2,820	-	53,019
Youth	Youth	969	-	213	-	756
PortAltar	Portable Altar	84	-	-	-	84
Jubilee	Jubilee Fund	243	-	-	-	243
ClergyDisc	Clergy Discretionary Fund	956	401	16	-	1,341
Café	Café	1,418	801	1,062	-	1,157
Total restricted funds		68,716	7,021	4,954	-	70,783

PCC of St John the Baptist, Claines

Notes to the Financial Statements

For the year ended 31st December 2020

8. PARISH SHARE

As at 31st December 2020 £21,000 (2019 £36,000) of our allocation had been paid, our allocated share for 2020 was £67,836 (2019 £66,506). An amount of £20,000 (2019 £30,506) was provided for and paid in full before the 4th February deadline. The balance of £26,836 (2019 £nil) remained unpaid.

9. TRUSTS AND OTHER ACCOUNTS

Ever since we altered the accounts to comply with the new regulations we have reported in summary the movement of funds on Trusts associated with the Church on this page. These accounts have not been independently examined.

Claines Forces Fund (for the benefit of the Church Hall) of £487 at 31st December 2020 (2019 £485), together with £22,802 (2019 £21,335) in the Church of England Investment Fund.

Institute Funds of £605 at 31st December 2020 (2019 £1,065), together with £9,424 (2019 £8,818) in the Church of England Investment Fund.

Canon Clinch Legacy (for the maintenance of his grave) of £527 at 31st December 2020 (2019 £525).

EW Whinfield for Church Trust £2,612 at 31st December 2020 (2019 £2,455) in the COIF Charities Investment Fund.

Martin Mence Charity £2,123 at 31st December 2020 (2019 £2,023) & COIF £3,476 (2019 £3,267).

No other known assets and no income.

