

## Table of Contents

Introduction	p.2
Church Officers	p.2
PCC Membership	p.3
PCC Structure, Governance & Management	p.3
Electoral Roll	p.4
<b>Ministry Reports</b>	<b>p.4</b>
Minister's Report	p.4
Churchwardens Report	p.8
Financial Report	p.10
Asset Management Group (AMG)	p.10
Buildings Management Group (BMG)	p.10
Health and Safety	p.12
Safeguarding	p.13
Data Protection	p.14
<b>Activities of the Parish</b>	<b>p.15</b>
Diocesan Matters	p.15
Worcester Deanery Synod	p.16
20/20 Vision Project	p.17
Claines Community Café	p.17
Eco Church	p.18
Quest Bereavement Group	p.18
The Worcester Foodbank	p.19
Open the Book	p.19
Children and Young People	p.19
Claines CE Primary School	p.20
Lunch in Company (LINC)	p.21
Parish Magazine	p.21
Communication and Social Media	p.22
Little Friends	p.22
Little Fish	p.23
Mother's Union	p.23
Parish Music	p.24
Spark to a Flame	p.25
Bell Ringing	p.26
Flower Guild	p.26
Kingdom Arts	p.26
Christian Aid	p.27
The Children's Society	p.28
Legacies	p.29
Addendum	p.29
<b>Accounts</b>	<b>p.31</b>

## Introduction

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**

Philip Kear with Rachel Cramp until May 2021, then  
Ian Cramp

**Deputy Churchwarden**

Annete Summers from September 2021

**PCC Secretary**

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 (until November 2021)

**Licensed Lay Ministers**

Jan Kear

Judy Morris (until May 2022)

John Butterworth

**Authorised Lay Ministers**

Paul Fulbrook & Rachel Cramp

**Parish Administrators**

Gwen Clifford, John Brady & Michelle Billings

**Health & Safety Officer**

Ian Cramp

**Electoral Roll Officer**

William Andrew Oddy

**Data Protection Officer**

Reverend Jo Musson

**Safeguarding Officer**

Lorraine Deeprose

**Children's Worship**

Rachel Cramp

**Independent Examiner**

Tony Archer

**Banks**

Barclays Bank PLC, Worcester  
HSBC, Worcester

## **PCC MEMBERSHIP at the end of 2020-2021 term**

### **Ex-Officio**

Reverend Jo Musson

Chair

Rachel Cramp	Churchwarden - Completed 10 years
Philip Kear	Churchwarden - Completed 10 years

Reverend Peter Davies	Licensed Priest
Reverend Sue Pollard	Licensed Priest
Jan Kear	LLM 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 Deepprose	since 2018
Annette Summers	since 2018
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 23<sup>rd</sup>. In addition regular 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:

<b>Standing Committee</b>	<b>Ministry Team</b>	
<b>20/20 Vision, Project Group</b>	<b>Asset Management Group</b>	<b>Buildings</b>
<b>Management Group</b>	<b>Children and Young People's Hub</b>	

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**

2021 was the third 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 Covid pandemic made this impossible for the past two years but an attempt at a revision will be made during April 2022. As is inevitable, some parishioners have sadly died while others have moved away, but a few new names have been enrolled. The result is that the Electoral Roll currently

stands at 145. Andrew Oddy has been the Electoral Roll Officer for the last six years but is stepping down at the forthcoming APCM.

## **Ministry Reports**

### **MINISTER'S REPORT- Rev. Jo Musson**

2021 - another year living under the cloud of the Covid pandemic and yet again Claines people proved they were adaptable, creative and generous. With an ever-changing situation, both worshipping communities responded carefully and cautiously to each lifting of restrictions and subsequent re-imposing. I am grateful to all those involved in managing the ever-changing risks, sanitizing, stewarding, prayer and technical support which enabled us to maintain a worshipping presence every week. Both churches worked closely together ensuring all decisions around worship patterns and deployment of our shared clergy resources were made jointly. I particularly want to thank the Ministry Team who rose to every challenge, supported me when everything changed yet again, and helped provide worship that was uplifting, inspiring and comforting. I particularly want to commend Ian Cramp, Phil Kear and Katrina Boucher who managed the practical challenges concerning the use of the Church, Hall and Institute. Thank you.

### **WORSHIP**

Both churches re-opened on Easter Sunday 2021, and we celebrated the resurrection and gave thanks to God, bringing hope, light and encouragement to our congregations and communities. Crosses were erected outside both churches and to illustrate Jesus bursting out of the tomb: at Claines fresh flowers were tied to the cross outside and in St George's Square passers-by tied on brightly coloured prayer ribbons to theirs.

When restrictions prevented us from singing in church we sang outside in the churchyard. With the use of a camera and tripod, we shared our services on Zoom every week, enabling those who were shielding to join in with worship and fellowship and enabling us to reach out to worshippers from all around the globe, using Facebook live-streaming and YouTube. Eventbrite was used to control numbers for the big Christmas services, although in the end some were held outside whatever the weather and will never be forgotten!

A questionnaire resulted in a new pattern of worship for both churches with service times changing to 10.30am and 4.30pm and a midweek service alternating between the two churches. For Saint George's the introduction of a new All Age Holy Communion was an exciting step, and when a further interim review highlighted that the All Age services at both churches were not enabling children to participate in the way originally intended, measures were taken to address this. (The pattern was reviewed again in February 2022 and some tweaks made to improve the overall spread of services which will come into play in July 2022). It was agreed that a Joint Parish Away Day would be held, sadly this has not as yet been held.

Music played a significant part in our worship this year and is somehow even more precious when you have not been able to meet in person for a while. Thanks to all our musicians, particularly Alison Clarke, Sue Ashby and Vanessa Gunter and her family who regularly led our online Worship. On 3 October we said farewell to Ivan Oliver as our regular weekly organists. Ivan was presented with gifts to thank him for 35+ years as Claines Organist, an incredible achievement, and for kindly leaving his electronic organ as a gift to the church.

Ivan has been replaced by King's School Organist Robin Walker who plays on 4<sup>th</sup> Sundays and Simon Taranczuk Director of Music at King's School on 1<sup>st</sup> Sundays (this will move to 2<sup>nd</sup> Sundays from July), plus our wonderful Instrumental Group, and band Spark to a Flame. Des George and Ann Sansome also play and it is good that we still see Ivan who continues to play for weddings when he can.

## **Mission**

The pandemic presented an opportunity to explore what sort of 'normal' we wanted to return to. The 'Back to the Future' group (BTTF) was formed from both PCC's and those involved in children's ministry. The priorities identified they can be summed up as follows:

- To reach as many as possible, making the message of Jesus known to our communities
- To be inclusive, welcoming, encouraging, supportive, loving and pray for one another
- To listen to everyone's views, bringing everyone along on the journey, not only considering what works for ourselves
- To think of our two churches as one church family, maintaining the strong links and friendships made during lockdown
- To build on the community links made during lockdown
- To offer worship to God, grow in Christian maturity and equip God's people to deepen their knowledge of Jesus

Both Standing Committees were invited to a meeting with the Diocesan Secretary John Preston who explained that from 2022 'Parish Share' will be called 'Ministry Share' and Claines and Saint George's will be classed as a **single joint benefice** and asked to pay for the cost of employing one ordained minister which is currently calculated at around £65,000. (This includes all the various overheads: housing, pension, infrastructure, and training of Curates, I don't earn that much!) We must be mindful that the financial situation in the Diocese means clergy resources are diminishing, and many are not being replaced. With only Reverend Peter and myself available to lead full 10.30 communion services we must accept that some weeks two simultaneous communion services will not always be sustainable (Rev Peter is retired and entitled to at least one Sunday off a month!) I am hugely grateful for his support especially this last year. Rev Jennie is also a willing contributor and does as much as she can for which we are grateful.

Following the re-suspension of the right of presentation at St Stephen's, all three Standing Committees met to consider how our three churches might develop a closer relationship over the next 5 years. The group, known as 'Working Well Together,' identified that working together could offer opportunities for better organization, financial savings, a rebalance of resources within the ministry team, the pooling of administrative resources, better communication and promotion of each other's events. In the meantime, it was agreed that St Stephen's Curate Reverend Lindsey Coulthard would lead services for us to broaden her ministerial experience, and that Margaret Mandrell would also help out. Reverend Andy Todd has also led services at both churches when we have been short of clergy.

## **Discipleship**

During Lent we explored Hannah Steele's book 'Living His Story' on zoom. Her book was the Archbishop of Canterbury's Lent book for 2021 and was most engaging. (Hannah is David and Alex New's daughter and Director of St Mellitus College, London). In the summer Reverend Peter, Paul Fulbrook and I were trained to facilitate the National course 'Living in

Love and Faith' and we were all able to help facilitate the course for Worcester Deanery. Please remember that our PCC's are required to make an informed response to the National consultation on the course and the Church's response to same sex relationships. During Advent we followed the Methodist course 'All the Good: Journeying Through Advent' which unfortunately was not as good as we had hoped.

## **Administration**

John Brady and Gwen Clifford both retired and our new Parish Administrator was appointed: Michelle Billings works in the Parish Office Mon, Weds, Friday mornings from 9am -1pm and is employed jointly by the PCC's. She is responsible for administration of weddings, baptisms and funerals, sending out the weekly mailchimp newsletter, ordering liturgical supplies, and producing posters and orders of service. Michelle produces a printable version of the weekly newsletter which a loyal team of 'Posties' hand deliver to those without access to the internet.

The Ministry Team and I produce what is known as 'Service Provision' for each month, a rota of who is leading what service. Production of the detailed rotas of readers and allocation of roles was picked up by Sue Cottam in Saint George's and Julie Palmer at Claines to whom I am most grateful. Previously these were produced by Joy Kite and Gwen Clifford and we thank them for many years tackling what is an essential, complex and sometimes thankless task.

## **Funerals, Weddings and Baptisms**

A new National system for wedding registration was introduced, the old registers were closed and copies deposited at the Hive. Instead we now produce a customized 'wedding document' inhouse which is signed at the wedding and posted to the Registry Office. Couples then apply to the Registry Office for their official certificates. The Life Events Diary software 'iknowchurch' enables us to print the official documents ready for each wedding and helps us manage all the data associated with occasional offices in line with GDPR.

During the second half of the year we were overwhelmed with weddings and baptisms as families tried to rebook all the many events that had been cancelled in 2020. Overall we did more than 30 wedding, baptism and funeral services and I want to thank MU for their continued support at Baptisms.

## **Ministry Team**

Throughout the pandemic, the Joint Ministry Team have met every Monday morning on ZOOM, to say Morning Prayer and to pray for our churches, congregations and the wider world. We were delighted that Rachel Cramp was accepted for training to become a Licensed Lay Minister and as part of her formation, joined the intercessions rota at Saint George's. Cary Taylor went on placement to St. Wulstan's as part of her LLM training and felt the call to transfer there, we were sorry to lose her, she left at the end of October; we wish Cary every success with her training and in her new role. Towards the end of the year Reverend Sue Pollard stepped down from the Ministry Team and subsequently moved back to the Bowbrooke Team. We wish her well.

## **Outreach**

On Sunday 14th February we took part in the Muddy Church initiative 'Heart Bombing' and people across the parishes got busy knitting and crocheting woollen and fabric hearts.

These were hung all around our parishes (some are still there a year later!) and looked marvelous.

Lockdown did not stop us engaging with children and families in our parishes. A group from both churches worked together to produce and deliver Lent bags for all the children with whom we have contact as well as all the adults that form part of our worshipping communities. The adult bags contained things like 'DIY-ash', palm crosses, Mothering Sunday bookmarks, knitted hearts; the children's contained knitted sheep, silver chocolate coin, seeds, a woven heart basket craft, a scratch art cross, a palm cross, chocolate eggs and Easter books. In total we delivered 148 adult bags and 60 Family bags (some for 3 or 4 children). During Lent as part of our online worship, I filmed a weekly video telling a part of the story of Jesus' journey to Jerusalem and showed how to create a Lenten Garden. The children were able to participate at home having been provided with the objects required in their Lent packs, their woolly sheep journeying with Jesus to Jerusalem as well.

Both churches were well represented at the Worcester Show in August. We had an ecumenical stall which was simpler than in the past but effective and appreciated by those who stopped by. We were also invited to lead an Outdoor Service at the Festival of Water on Perdiswell Park by the Boaters' Christian Fellowship. Both events are a reminder of how important it is to share God's love with our community beyond our church walls.

In all this there is Good News. 2021 was another challenging year, but the unchanging reality is that God does not sit distant and aloof watching our pain and loss. In Jesus, God stepped right into the fragility and sadness of the world, to be with us, his beloved children. When all else is changing and shifting, God does not change. God is with us and loves us as his children. Jesus is our rock. Now we are back in church we must not forget the importance of reaching out and sharing this good news with others.

## **CHURCHWARDENS' REPORT- Ian Cramp and Phil Kear**

This has been a challenging year for a number of reasons. The impact of Covid has been significant and has continued to affect us all. However towards the end of the year, the restrictions have reduced somewhat enabling us to try to get activities back to normal as far as possible. To this end we have been well supported by the congregation and users of our facilities.

In September Phil Kear was admitted to hospital for an operation from which he has made a full recovery. For the last quarter of the year Ian Cramp was ably assisted by Annette Summers as Deputy Warden and thanks are due to her for her hard work.

### **Inventory**

This has been checked and found to be in good order.

### **Fabric, Fixtures, Fittings and Furniture**

There have been no significant breakages or equipment found to be at the end of its useful life. Minor maintenance has been undertaken together with all relevant recommended tests such as fire alarms, emergency lighting and fire extinguishers. The organ has been tuned and the tower clock serviced although we have been advised that the mechanism is at the end of its life and cannot be repaired if it stops again. (It has stopped several times in the last few years and Derry Clifford has been able to get it to work again).

### **Quinquennial Inspection**

Our Quinquennial Architect, Richard Lamb of Hook Mason, undertook his inspection in 2018 and the next one is due in 2023. There are some items identified as needing urgent repair and costs have been approved for these to be done in 2022. There is also a list of other items that need to be addressed before the next inspection and quotations are being obtained for these. One of the main items of concern is the Lych Gate at the Mug entrance which appears to be settling. A survey is shortly to be undertaken to establish the cost to repair, and it is hoped to source grant funding for this work.

### **Churchyards**

Muddy Boots, the social enterprise group, continue to trim and mow the churchyard and we really appreciate their work. We are also grateful to Andrew Johnson who looks after the Garden of Remembrance so well. Andrew Johnson and Steve Taylor have provided a very good service as sextons.

In early 2022 we experienced severe storms. These fortunately did not damage the properties, but several boughs were broken from the trees and the notice board by the North door blew down. Costs are being obtained to repair this.

### **Church buildings**

We have been fortunate that our buildings have been well constructed and properly maintained. However, it is important to continue to look after them and invest in them to ensure that they will last for a lot longer. Grateful thanks are due to the Building Management Group led by Alan McWilliams for the way that they have carefully identified any issues and obtained value for money quotations for the works required. Thanks are also due to Gordon Smith for the many ways he helps in and around the church. We are also very thankful to the cleaning team for always keeping the church looking so good.

### **Parish Giving**

Thanks to the continuing generosity of all those who give, especially through the Parish Giving Scheme, and the superb control of our finances by Janet Wilson and Ann Sansome, we are in a better financial position than many other churches despite the restrictions imposed by the Covid lockdowns and limitations on services.

### **Thanks**

Special thanks are due to the following:

- Michelle Billings for the superb way she has taken on the role of Parish Administrator from Gwen Clifford and John Brady.
- Julie Palmer for compiling and managing the monthly rota.
- Our sidespersons for all that they do.
- Those who act as vergers, cleaners, flower arrangers, bellringers, servers, Mothers' Union members at baptisms, organists, choir members, those who open and close the church daily and those fulfilling other roles and duties in the church, its grounds, the Parish Hall and Institute.

**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 would not be the welcoming and spiritual place that it is.**

### **Special Thanks to our Ministry Team**



We are truly blessed to have an exceptional Ministry team. They are always willing to help and advise and have positively embraced and lead new ways of worship and technology. They give generously of their time and friendship to ensure that all the varying and different needs of our church and its congregation can be fulfilled. They have helped to guide us through the problems over the past 2 years and are leading us forwards to the future.

## **FINANCIAL REPORT- Janet Wilson**

The pressure on our finances continued well into 2021 but with continued generous giving and contribution from the Buildings Management Group we were able to increase our annual Parish Share payment to £50,000, (74%) of our allocation for the year of £67,836.

The regular income from The Parish Giving Scheme and Standing Orders remains more than 90% of our total voluntary giving and collections at services gradually increased during the year. We also received legacies from K Gibson and J Sole.

Again, our expenditure was kept to a minimum but there was very little change in our Energy, Insurance and Alarm System costs which make up a large portion of our outgoings. Our charitable giving was spread across 6 charities including Mind, Practical Action, Samaritans, Food Bank, FareShare and FCN

Thank you to everyone for their ongoing financial support and involvement and a special thank you to Ann for her help and hard work over the past few years.

## **ASSET MANAGEMENT GROUP (AMG)- Rev. Jo Musson**

The group did not meet during the last year, instead, Standing Committee, with input from Alan Mc Williams and Ann Sansome put forward proposals for prioritising expenditure on our properties to the PCC for them to make final decisions. The AMG is to be dissolved and a new way of managing expenditure on building maintenance is being discussed.

## **BUILDINGS MANAGEMENT GROUP (BMG)- Alan McWilliams**

### **General statement**

As you are aware, the Covid 19 pandemic continued in 21-22 which had an effect on our finances and the maintenance of and to the various Church Buildings under our control.

### **BMG committee**

The present committee consists of the following members: Alan McWilliams (Chair), Katrina Boucher, Jan Hayden, Ann Sansome (Treasurer) and Dillwyn Price. Ann who not only served as our Treasurer but as an active member of the BMG for over 6 years and will be sorely missed. We are however very fortunate as we now have a new treasurer Sheryl Robinson and a member of the BMG. Although Gordon Smith is not a member of the BMG, his input in

carrying out minor repairs to the various Church, buildings and landscape is greatly appreciated by all.

During the last year 2021-2022 due to the Pandemic, we have only had a couple of meetings. First; to ensure that the Parish Hall and Institute complied with current Government Recommendations and have in place all the sanitizing materials required. Second; to discuss the various Building Maintenance Projects that we would like to carry out this year. We continue to have two cleaning contractors; Jenny Radley and Emily Rowlands who clean the Parish Hall while Julie does the Institute

### **Maintenance request forms received over the last 12 months**

Although we have been subject to the Covid restrictions the Hall and Institute have been in use for most of the year although we have however had very few requests which have been verbal.

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

Church.....	2
Church house.....	1
Parish Hall.....	3
Institute.....	<u>3</u>
Total	9

### **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 re-issued.

### **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 with the replacement of light bulbs as required. The personnel activated external light to the north and vestry door was faulty and has now been replaced. One of the 3 pendant internal lights which was faulty has been repaired. The fire extinguishers had their annual service in June 2021

**Institute House** - Our new tenants moved in on the 22nd March 2021. During the year we have serviced the oil boiler and carried out minor repairs. After replacing the bedroom metal windows with new double glazed, the Thermal Efficiency of the house was retested and is now in category 'E' with The Certificate issued. However, this year we are hoping to replace the existing kitchen windows with new metal double glazed units which will make the building more Thermal Efficient, next year we hope to replace the sitting room windows with similar. We thank our new tenants as they have very kindly installed a new electric cooker free of charge.

**Institute** - This year, considering the Covid Restrictions, the booking for the building has been healthy, the heating on/off programme times being adjusted as required. The fire alarms and firefighting equipment have had their annual service carried out. The defective sensor light above the front door has been replaced and the flickering internal florescent light repaired. 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. The grass to the garden and external areas have been cut as required by Marks Gardening Services with the external Defibrillator regularly checked by the Community Café.

During 2022 a number of Building Maintenance Projects have been approved by the PCC which include the external painting, insulating the end gable wall to the Parish Hall and the replacement of a number of existing single glazed metal windows and the porch lantern with new double glazed UPVC. These measures will no doubt help with the Thermal Efficiency of the hall and therefore reduce the heating costs.

Over the last year we have managed to keep the building open for business all in accordance with the Covid 19 Government guide lines. BMG held a special meeting in August to ensure the measures we have in place comply with the Government Covid Recommendations.

**Finances** - As you are aware, our income is generated from the letting of the Church House, the Parish Hall and the Institute. However, this year in spite of the Pandemic the income from the Parish Hall and Institute has generated a reasonable profit with healthy bookings for both Buildings.

In April 2020 we increased the rates to the Hall and Institute by a small amount in line with cost increases and inflation. We have planned at our next meeting in May to assess the increased energy costs and if necessary, inform our regular hirers by letter if the rates need to be increased.

The rent for the new tenant was agreed at the going rate by our Agent and is not intended to be increased this year. Last year's financial balance stood at £13334 while this year's balance 21-22 is a little more at £16233 with a £7000 contribution to the PCC. We anticipate that our year ending balance for 22-23 should be similar. The BMG 12 months accounts are included in the financial section of the PCC Report.

## **HEALTH AND SAFETY- Ian Cramp**

This has been another very difficult year as the various stages of the Covid pandemic have continued to affect our way of life and everything we do.

Guidance from the Government and from the Church of England has changed over the year and this has meant regular discussion and revision of our procedures both in church and in the Parish Hall and Institute. It has been encouraging to note the way in which these changes have been understood and accepted by everyone as far as is practicable. Although compliance has been much easier than last year, due mainly to the use of vaccinations which have helped minimise the severity of any infection, there has still been a strong wish to "get back to normal" whatever that may mean.

In church it has meant that we have been able to have more services with larger congregations, but face protection has been worn in order to protect the more vulnerable. This has also been necessary for singing which is believed to be a strong way of spreading the virus to others. The size of the choir has been increased but they have been socially

distance to avoid this. Additionally the nave altar has been used when the choir are singing in the chancel. We have all become used to Track and Trace so that others can be warned if someone has caught the virus. However, the two things that we really want to do are not allowed at present. These are the exchanging of the Peace (which we do using the British Sign Language symbol) and sharing communion wine from the common cup.

At the start of 2022, the Government has stated that all restrictions are removed but we are only cautiously moving forwards in view of the emergence of Covid strains which can spread faster than the Omicron strain. We therefore continue to be alert in order to safeguard our community as best we can. Apart from Covid, we have had a good year from a health and safety point of view with inspections in all our properties taking place at the correct intervals.

## **SAFEGUARDING- Lorraine Deeprise**

The Parish continues to keep up to date with all regulations and guidance set down by the Diocese for safeguarding. There were no safeguarding issues at Claines Church in the last year.

We have had a record number of new DBS checks this year, which shows that everyone understands the importance of suitable people who are working in the parish with children and adults. The online DBS system for checking suitability of paid and volunteers has made this process easy to navigate and can be accessed at home. The checking of ID is also a simple task which I do face to face and then input the details onto the system to be police checked. We hold a comprehensive DBS log which details all certificate numbers, dates of issue and renewal dates.

It is now a requirement for any new DBS applicant to complete the Basic Awareness Training. We again have had a record number of paid and volunteers complete this. The training is online and gives people the basic skills to understand what to look for and who to go to should they be worried about any child or adult within our parish. We hold a comprehensive training log which details all training attended. A large percentage of training can be done online through the Diocese website, for those of us who have busy work and home life commitments this is great as it can be completed in the evenings or a suitable time without leaving the house. New training on Domestic Abuse has recently been introduced and I have completed this.

As a PCC we agreed when restrictions started to be lifted and a type of 'normal' started to resume, that any parish activity which comes under the umbrella of our church would be risk assessed before starting up. This would mean that all DBS checks and training had to be completed by those leading and taking responsibility were done, I am proud to say we have been able to fulfil our agreement.

Moving forward with Safeguarding, I would like to look at job role descriptions for paid and unpaid volunteers who lead and take responsibility for activities within the church. There is a new Recruitment Training Programme which I am currently attending and I will be putting forward new protocol and data information that is needed to start any new employment process.

Safeguarding is **EVERYONE'S** responsibility. At St John Baptist Claines we make safeguarding part of our culture, we promote it on our website, on notice boards, in our parish magazine, at every PCC meeting, at church events. Safeguarding is something we

are happy to talk about, answer any questions, be open and honest. Our aim and mission is to 'Promote a Safer church' where everyone can praise and worship in a safe place.

I would like to take this opportunity to thank the PCC, paid & voluntary parishioners and those accessing and participating in all the activities and events our church provides, for their continued support with regard to Safeguarding.

### **DATA PROTECTION- Rev. Jo Musson**

Our implementation of the new Life Events Diary means the information we hold on people for Weddings, Funerals and Baptisms is fully compliant with GDPR. All other groups must continue to protect data they hold on individuals and never to pass information to a third party.

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31<sup>ST</sup> DECEMBER 2021**

Signed on behalf of the Trustees

.....  
Reverend Jo Musson                      Date .....

## **Activities of the Parish**

### **DIOCESAN MATTERS- Rev. Jo Musson**

There was much to celebrate across the Diocese. During 2021, five people were licensed as Lay Ministers (LLM's or Readers), 19 people were authorised as Lay Ministers (ALMs), five people were ordained as Deacons and nine as Priests, and 40 people completed and received the Bishop's Certificate. What will your ministry be? If you want to know more about any of these ministries or want to talk about where God might be calling you please speak to Rev Jo.

In November 2021 the following people were elected for the next five years to represent Worcester Diocese on **General Synod**: House of Laity: Kashmir Garton, Robin Lunn, Lynn Nichol; House of Clergy: Nikki Groarke, Claire Lording, Fraser Oates.

Phil Kear and Janet Wilson were elected to the **Worcester Diocesan Synod** and in so doing became Directors of the Diocesan Board of Finance Limited (the legal entity of the Synod). Phil Kear also serves as a trustee on the Bishop's Council and Standing Committee, these exist primarily to advise the Bishop, plan the business of the Synod and to initiate strategic proposals to the Synod. Phil intends to bring "the view from the pew" to these roles.

In June, after much discussion, and as part of a cost-cutting exercise, the **Diocesan Office** staff moved out of the Old Palace to new offices at 16 Lowesmoor Wharf, Worcester WR1 2RS. The Bishops and Archdeacons remain in their existing offices. The Diocesan staff went through a period of great change and sadly several redundancies had to be made.

The 2nd **Calling Young Disciples** learning hub met for the final time before being commissioned by Archdeacon Nikki. Judy Morris represented our two churches with Andy Todd and Lindsey Coulthard from St Stephens. Archdeacon Nikki spoke of the massive changes that have happened since which we couldn't have imagined: "you have huge potential to bring about change." Each of their group anointed their palms with oil using cotton buds, making the sign of the cross and Nikki prayed for those present and their wider church communities.

In October 200 people from across Worcester gathered to discuss how they could work together to make the city a better place to live and work. Organised by Church leaders of different Christian denominations, the **ROC Conversation** included senior members of West Mercia Police, the Mayor of Worcester and Lord Lieutenant alongside local businesspeople and people in the community and voluntary sector. Both our churches were represented.

Parishes are now being encouraged to apply for a **Mission Accompanier**. Mission Accompaniers will work alongside a small group of clergy and laity in the parish, church or benefice to help understand and work towards what health and sustainability might look like in your context, setting or tradition. Watch a short video with Archdeacon Nikki here: <https://www.cofe-worcester.org.uk/about-us/growing-kingdom-people/>

## **WORCESTER DEANERY SYNOD- Paul Fulbrook**

This report is a synopsis of the work of the re-formed Deanery Synod for the Worcester Area for the year 2021.

Our first meeting was on the 9th March and after being opened by the new Area Dean, Revd. Diane Cooksey our zoom meeting showed 63 active screens including members from the former Deaneries of Martley and Worcester West, Worcester East, and the Saltway Team part of the Droitwich Deanery. We were given instruction by the two Archdeacons and Bishop Martin as to their expectations. Diane Cooksey stated who she intended to appoint as her Leadership Team of six and she was then Commissioned.

Three further meetings for 2021 were planned and announced those being, June, September, and November. Our June meeting was again held on Zoom with Alison Maddocks in her new role as 'Dean of Smaller Churches' speaking to us. We were told that the current definition of a 'smaller church' is based on an Electoral Roll of 20 or less. The

2018 figures are in use at this moment. The September meeting was supposed to be 'face to face' and incorporate a Deanery Service to be held at All Saints in the Deansway. Unfortunately, some people did not appreciate that it was an actual meeting and not a voluntary attendance, misunderstood the instructions given, were worried about the then lack of motor fuel available in the UK or the several other reasons that were given. As it was, those few that attended, enjoyed the experience. November's meeting was again back on Zoom with darker nights and a reoccurrence of Covid surging in the area. John Preston the Diocesan Secretary dealt with the financial health of the Diocese and explained in detail why certain decisions are being taken on our behalf. Whilst the details are not always pleasant to hear, I am sure that your appointed Deanery Synod Representative has already passed on to you, via your PCC's, the salient points.

On a more positive note, A Deanery Questionnaire was prepared by the Leadership Team and most churches, though not all, have replied to that. Analysis of those answers is taking place at the time of writing this summary and some of that evidence and examples will be used at the Diocesan 'Open Conversations 3' due to be held throughout 2022. Deanery synod always used to be referred to something along the lines of a 'group of people in a meeting waiting to go home' and many felt that it had lost its way in the greater scheme of things. By reducing the number of Deaneries and increasing the sizes to now include both Rural and Urban Churches there is a strong chance that your church can by using the stronger voice of an expanded group have a meaningful input into the Worcester Diocese. I urge you to make sure that your Representatives regularly report back to you and that you also ensure that your views and wishes go back, via them into the melting pot.

## **20/20 VISION PROJECT- Ian Cramp & Phil Kear**

During the year we have made extremely good progress with the completion of the project designs for the first phase of the works. This comprises the creation of 2 toilets in the vestry with one of them being via a new opening in the North porch. The vestry will be reordered to permit this, and the organ console will be relocated and a screen constructed to separate the vestry from the Catherine Chapel.

In the construction industry there have been a number of implications arising from Covid. Materials have become more expensive and subject to greater delays and project times have become extended. We have used the time to obtain updated costs and programmes and have also undertaken research into some of the other significant aspects of the project.

We have been advised that the tiles which are wall mounted in the North porch are of interest as important mediaeval floor tiles which have come from a prestigious building such as a cathedral. When works start, these will be carefully removed, probably by Worcester Cathedral stonemasons, and relocated in a more suitable part of the church where they can be better seen.

A key part of the project has been the design and approval of a sewage treatment and drainage system from the toilets. A lot of research has taken place on this in order to find a system which will be reliable, effective and will not require regular maintenance or

emptying. The area near the church is not connected to the mains drains and consequently we have looked at a number of options. Approval has now been given for a system having low visual impact, no noise or smell and will connect the treated output into the Council highway drainage system.

The most important piece of news is that approval has been given for the scheme by the Diocesan Advisory Committee. The design will now go forward to the Chancellor of the Ecclesiastical Consistory Court and, if she approves the scheme, we will be able to commence work.

### **CLAINES COMMUNITY CAFÉ- Annie Ray & Jane Saint**

After 18 months of closure due the Covid Pandemic, Claines Community Cafe finally opened its doors in September 2021, much to the delight of the customers and cafe team alike.

Despite having to meet with strict covid regulations and being very vigilant about how many people attended each week, the customers were very supportive. Grateful thanks to our treasurer Dil Price, who is also a member of the Building Management Committee (BMG), for ensuring that all regulations were adhered to and keeping the team updated of any changes.

The Christmas party was a great success with live entertainment and a gift from Santa.

The cafe continues to be very popular and we are looking forward to celebrating the Queen's platinum jubilee on Tuesday 31st of May, with lots of cakes, live entertainment and a quiz.

All new customers can be assured of a warm welcome, homemade cake and tea.

### **ECO CHURCH- Ian Cramp**

We are now working towards obtaining our Silver Eco Church Award at Claines. This will involve schemes that will affect not only our buildings but also the community.

The Church of England has announced that it wants all churches to have Net Zero Emissions by 2030. There is a lot of work to do to achieve this and at Claines we are in a strong position as we are all electric and using “clean” electricity. We have an air source heat pump providing the heating in the Hall.

You will see elsewhere in the Buildings Management Group section of this report that windows are being replaced in the Institute House and in the Parish Hall in order to save energy. Additionally the end wall of the Hall is being insulated to save energy and it is hoped to introduce better controls to reduce running costs further. The considerable increase in oil and gas tariffs in April this year makes it even more important to save energy. In church we are continuing to carefully control our heating to make savings.

Further thought needs to be given to ways in which we can reduce our impact on the Earth by energy saving in our own homes, careful conservation and care for animals and plants, better recycling and the many other ways to make positive changes. Let's all work together to make small changes which will improve the planet for everyone.



## **QUEST BEREAVEMENT GROUP- Tricia Greenwood**

The group is for someone who has recently lost a loved one and can chat to others who are in the same position. We meet on the 3<sup>rd</sup> Thursday of the month in Claines Church Hall, Cornmeadow Road.

We started to meet again after the Covid Pandemic in August with 3 ladies from Kidderminster joining us who were looking to start a similar group. The ladies chatted to several of the group to get an idea of what it meant to them, it was very encouraging. It was so lovely to get back together and meet face to face. We have a new member of the team, Margaret Stokes who makes lovely cakes and will be an asset to the team.

The group now has a steady number of 12. After lockdown we had to change the day and venue of the group which, unfortunately, meant a few members could not attend.

We did make an arrangement to go out for Christmas Lunch, but decided to cancel for safety reasons. If it is something you may be interested in please contact Rev. Jo for more details.

## **THE WORCESTER FOODBANK- Adrian Musson**

2021 saw wide-scale increases in Foodbank demand from people in Worcester. We gave meals to over 11,000 people in 2021 who would have gone hungry without your support.

Unfortunately in the UK there are now more Foodbanks than McDonald's restaurants, serving a wider range of clients. The sad fact is that many of the people who are turning to Foodbanks have jobs, but these do not cover their cost of living. We expect the demand to increase during 2022. At the same time rising household finances are affecting those who donate. People in Claines parish are regular givers to the Worcester Foodbank, both in food and monetary donations and we also have several individuals from the parish who volunteer their time on duty at the Warehouse and doing deliveries to support this much needed charity. Thank you to all of you.

## **OPEN THE BOOK- Rachel Cramp**

During 2021 Open the Book was again affected by Covid, and it was not possible to go into Claines Primary, however we have continued to record stories every fortnight and send them into school.

We have also come together as one Open the Book, with people from both Claines and Saint George's taking part, and the stories are sent into Claines Primary and St George's CofE Primary and most recently we have begun sending the stories into the Pupil Referral Unit. The schools are very appreciative of the resource and classes can show the recordings when it is convenient to them.

We are grateful to Ian Cramp for helping with technical side of the Zoom recordings and to everyone who takes part – we have lots of fun recording the stories and we are getting more and more inventive in our 'productions'!

## **CHILDREN AND YOUNG PEOPLE- Rachel Cramp**

During 2021 our work with Children and Young People has been disrupted by the pandemic, but it has given us the opportunity to review what we do.

**Children's Worship Area** - Rachel Cramp and Lorraine Deeprise have changed the area in church where the children gather from a play area to a Worship Area. They have set it up as a quiet reflective space, with natural materials, rather than plastic. A small table in the area, becomes the Children's Altar, which the children set up during the sermon on the first Sunday of the month. They reflect on the meaning of what is placed on the altar, and they take part in prayer activities.

In addition there are always **Bible Book bags**, with books and activities that can be taken to the children's pews or they can sit at the little tables in the Worship area, and there are always books and colouring sheets and a Children's Lectionary.

**Godly Play** - On the fourth Sundays of the month Godly Play stories take place in the Institute, with wonderful 'wondering' after the stories are told, by either Rachel or Lorraine.

**Café Church** take place on second Sundays and is for all ages and whole families, with lots of interaction with the children, and third Sundays are **Worship Together** services where the sermons are planned to engage children.

**Worship in the Wild** - A new initiative held jointly with Saint George's and St Stephen's is Worship in the Wild. One session has been held in the churchyard using creation as the topic, and great fun was had, measuring trees, singing and worshipping outside! Several classes from Claines School have also had sessions. It is hoped to hold more Worship in the Wild sessions in 2022, hopefully the next one will be in Gheluvelt Park!

**Posada and Nativity Trail** - This Advent we held a short Children's Nativity Trail around the churchyard and the Posada was sent out and visited families, Claines School, Cornmeadow Nursery and Fernhill House.

Looking ahead to 2022 we hope to hold our popular Pancake Party, jointly with Saint George's and St Stephen's, which is a *Calling Young Disciples* event and hope to prepare children for First Communion.

## **CLAINES CE PRIMARY SCHOOL-Pat Oddy, Governor**

Life has been resuming a more normal pace in recent times as fewer absences are being reported and infections due to Covid have fallen. All in all, a more positive feeling is returning for both staff and pupils. It has been a difficult two years with gaps in learning for the children but an exhausting time, both physically and mentally for teachers, who have been trying to manage work in the classroom and online, as well as their own family issues.

The emphasis now is on closing the gaps which have occurred, not an easy task when learning cannot be rushed, but investment has been made in new methods of teaching both Maths and Reading and Writing, which are going down well with all the classes. One new approach in particular has been applied to all age groups and involves work at the start of every morning in Phonics. This is proving to be very profitable and the pupils are enthusiastic.

Great emphasis has also been placed on physical health and mental wellbeing, as the need became obvious when the pupils returned to school after a long gap. Extra staff have been enrolled and time allowed during the day to use the outdoor facilities, and this has made a huge difference. An added bonus has been the Multi Use Games Area (MUGA) a hard

surface area for play and for sport, funds for which have been generously raised by the parents of pupils.

The Governors have been kept informed through zoom meetings on a regular basis, and policies have been updated, as an eye is kept on the likelihood of the next Ofsted inspection in the not too distant future. A new RE scheme of work was introduced before Covid took hold, and so will be working effectively when the next SIAMS inspection comes around, thanks to Mrs Jew and Mrs Batelen.

*Editor: Our thanks go to Pat Oddy, following her retirement, for all her commitment as a Governor and to Rachel Cramp who joined the Governing Body last year.*

### **LUNCH IN COMPANY (LINC)- John Brady**

Like many activities, lunches have been on hold during Covid. We restarted in November. It was wonderful to meet up again and say hello to all our regulars. Bookings at the hall meant our usual Christmas dinner had to be changed to an afternoon Christmas tea which was enjoyed by all. Sadly we have said goodbye to some of our regular diners since the onset of the pandemic. We have also lost 2 of our helpers - Jill Cale and Val Kilmartin. We will miss their friendship and laughter as much as their help. God bless them both.

As always huge thanks is due to our incredible LINC team who work so brilliantly together: Matt & Laura Stevens, Ian Townley, Jane & Simon Saint, Jan Kear, Pat Harris and Alan Long.

Providing LinC lunches is such a rewarding experience in so many ways. If you feel you could help then please get in touch with any of those mentioned. Whilst we provide a monthly meal we don't expect the whole team to help on every occasion.

We are limited in the number of diners we can accommodate at the parish hall. If you live on your own and would like to come along we would initially need to add you to our reserve list but once a place is available we would get in touch. The clergy are able to pass on any details to us, or do contact those on the list above. We look forward to welcoming everyone with some good food and a chat.

### **PARISH MAGAZINE- Stephen Taylor**

This has been another difficult year because of the pandemic. We lost one edition of the magazine at the start of the year and church related news was scarce for obvious reasons. Despite that finances held up well.

I stepped down as editor after nearly a quarter of a century and have passed the editorship and finances to Pat Oddy and Henry Briggs respectively and from that point of view I know the magazine is in capable hands.

The production of the magazine is very much a team effort and I would like to thank all those involved as this has helped to make this a seamless production month in and month out.

Going forward, Margaret Sturdy has indicated a wish to step down as Distribution Secretary and Andrew Johnson as Advertising Manager at the end of 2022. These will be difficult roles to fill as both have done a sterling job over many years.

## **COMMUNICATION AND SOCIAL MEDIA - Ian and Rachel Cramp**

During the last year there has been so much change taking place and it has been very important that we can communicate effectively with each other to ensure that we are able to achieve what we need to. The impact of working from home and the increasing use of communications software such as Teams and Zoom has meant that we have all had to become experts in the use of modern technology. We have been so impressed by the wonderful way that members of our congregation, especially the elderly, have learnt how to do this and seen the benefits it can bring.

With the reopening of our churches there was a fall in numbers attending the on-line Sunday Holy Communion on Zoom although there are still a few people who prefer to worship from home rather than in church. For them we provide words of the hymns and prayers so that they can fully participate in the services which alternate between Claines and St George's. Grateful thanks are due to Elizabeth Witter, Janet Wilson, Barbara Mitra and Ian Cramp for making this happen.

Zoom was also still used for many meetings including Mothers' Union, Bible Study groups, Kingdom Arts and PCC meetings until these organisations decided that they could meet together again. Members of the St George's and Claines Open the Book teams have very successfully recorded a number of Bible stories on Zoom which are used by the local schools. This has proved to be very popular.

Facebook has continued to be important, allowing us to broadcast services live and for people to catch up when convenient to them. Midweek services have been broadcast alternately from Claines and Saint George's every Wednesday morning. We currently have 1100 followers on the Claines Church site and a substantial increase on the Claines Parish Hall and Institute site up to 378 followers. Hirers of the Hall and Institute find that being able to place ads and updates on their classes particularly helpful. We also continue our presence on Claines Church Twitter with 548 followers. Thanks to all who contribute to the Facebook sites and Rachael Wilson who looks after our Claines Church website:  
<https://claineschurch.co.uk>

## **LITTLE FRIENDS- Jennifer Chow**

Little Friends is run entirely by volunteers from the community with support from Mother's Union members and Reverend Jo Musson. Traditionally we 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 aims to provide a secure, comfortable and friendly space for young children and their carers to gather and socialise every week, whilst also serving as a convenient and accessible link to Claines Church. In regard to communication, we have moved away from Facebook and now keep in touch with attendees via our email address [claineslittlefriends@gmail.com](mailto:claineslittlefriends@gmail.com) and blog <https://claineslittlefriends.blogspot.com/>.

Following a long interruption due to Covid-19, Little Friends was able to resume in the summer term, running eight pared-down sessions from May to July 2021. In September 2021 Little Friends returned to its usual pre-pandemic schedule in combination with Little Fish. Attendance has been steady, with previous participants returning and many new families joining the group. We are fortunate that all of our wonderful long-standing MU volunteers returned in September to provide their valuable support in the kitchen. Our

lovely mum volunteers and annexe helpers have been equally dedicated and we remain grateful for all of their hard work.

The most pressing concern going into 2022 is the long-term running of the group. In autumn our existing volunteers were not always able to attend through no fault of their own. Absences were partially due to Covid-19, illustrating that even after attempting to resume more normal operations, the pandemic continued to have an impact on our ability to run the group smoothly. To keep Little Friends sustainable we continue to ask for helpers from among our attendees. Our hope is that more volunteers will come forward so that the group can continue long into the future without interruption.

### **LITTLE FISH - Pat Price**

Little Fish sessions are held on the third Tuesday of the month in the Parish Hall, Cornmeadow Lane, from 10 am until 11.30 am and are aimed at pre-school children. The children come along with their parent or carer to join in with songs, prayers and an interactive Bible story presented by Rev. Jo. The children enjoy creating a picture based on the story they have just heard and drinks and biscuits are provided before we get together for the hokey cokey.

Normally we have our July picnic on the Patch (the area lovingly created at the rear of the Parish Hall) but in 2021, due to Covid, we did not hold Little Fish sessions between January and July. However we did manage to start up again in September, learning about love and hearing about how baby Moses was found floating in the bulrushes by a Princess.

The December session which was to take place in Church and telling of the Birth of Jesus was cancelled due to a rise in Covid cases and instead a pack was delivered to the children who had attended regularly during the year containing a book, bookmark, biscuits, chocolate coins, Christmas card, star, prayer and craft.

We are always happy to welcome new members, and very much appreciate the help and support of the parents and carers of our Little Fish. Rev Jo is ably assisted by MU members, Jan Hayden, Jane Saint, Pat Price and Annie Ray.

### **MOTHER'S UNION - Gwen Clifford, Jan Hayden and Rachel Cramp**

2021 was a difficult year for everyone. The year began by holding our meetings on Zoom and we are very grateful to Margaret Mandrell and Lizzie Lane for giving us interesting talks, which is only an easy task when you are standing in front of an audience and able to gauge their reactions at a glance.

When the weather improved we were able to meet on the Patch and on one particular occasion, courtesy of Jan Hayden, we travelled back to 1955 with archived notes of all the MU meetings held in that year. The notes recorded an "everything and anything" stall at the Summer Fete. That gave us the idea of holding a similar table top "everything and anything" sale in August and although footfall was low we did manage to raise £176 (included a donation by Jane Saint). In July we had a wonderful evening visit to St Michaels and All Angels Church in Stoke Prior. A chance to see the extensive renovations to church and steeple and, of course, to see Paula Honniball again.

In August we had fun in decorating Claines Church South Porch to commemorate the 100th anniversary of Mary Sumner's death and we held our own service of remembrance. The autumn gave us an opportunity to hold our meetings indoors and we welcomed Adrian Musson to talk about Worcester Foodbank and Gerry from the Worcester Street Pastors. We managed also to include a DIY evening, led by Jane, giving us the opportunity to get to know each other a little better. Our Christmas Raffle raised £233 towards our funds.

The most positive and important aspect of 2021 was that we were joined by some new faces, Joan, Sylvia, Vanessa and Esther and we welcome you all. In 2022 we hope to welcome Victoria and Anita.

One sad event was the death in December of our fellow member, Valerie Kilmartin. Valerie joined the Claines MU in 2009. She was an enthusiastic member helping with our fundraising events, Open the Book at Claines School and the Summer Fun Days for children and the children loved her. She always attended our MU Church Services and we enjoyed her company at our meetings. Rest in peace Val.

Again, the group gratefully thanks the ladies who reliably and conscientiously get involved in Claines toddler groups, LinC, Open the Book, Godly Play and the Community Café. You contribute so much to these activities. And what can we say about the Baptism Duties – just an enormous thank you. After all, that is what the MU is all about.

## **PARISH MUSIC - Vanessa Gunter**

It has been a real joy to gradually return to live music making over the last year. This hasn't been without its difficulties and our hearts sank when we started 2021 with a lockdown, but on the whole, we have been gradually moving in the right direction since then.

Instrumental music has been an important part of Zoom services through lockdown and Vanessa has been really grateful to her family for their willingness to take part. It was lovely to be able to put together a Gunter family quartet for our Easter Day service - although we did miss all our other regular players! We were also privileged to be asked to record some music for services during Holy Week. As the year progressed, we were able to expand beyond the family bubble and re-form the instrumental group again and we have loved leading worship and revisiting some of our favourite hymns and worship songs, as well as including a few new ones! We are hoping for a smoother ride through 2022!

The choir welcomed a new member, Michelle in 2021. She brings a lot of experience of choral singing to Claines and has quickly become a valued part of the team. Singing together has been a challenge over the last year, with lots of Covid breaks, but we have made the most of the opportunities available, embracing socially-distanced services in the children's corner, singing through a fog of condensation in visors and finally, courtesy of Caroline, adopting masks that match our lovely green robes! The choir have shown great determination and flexibility in dealing with constantly changing times and their patience was put to the test at Christmas when rapidly rising Covid numbers made it prudent to move the carol service outside. Freezing temperatures made this a good occasion for the members to see just how many clothes can be squeezed under our voluminous robes (Esther won, but she couldn't bend down!), and we all enjoyed the magic of a torch-lit service in the churchyard, before hanging up our hymn books for another short covid break.

This year saw the departure of our regular organist, Ivan, after many years of service at Claines. We will miss him, but are grateful for everything he has done and wish him well for the future. We have been pleased to welcome Robin Walker as a regular organist for our 4th Sunday services. He is a superb musician and experienced church organist and is already impressing us all with his superb voluntaries and sensitive accompanying of hymns. Simon Taranczuk (Director of Music at King's. Worcester) has also recently joined the music team and we are looking forward to working regularly with him in 2022.

Music at Claines is going from strength to strength. We have turned many of the past year's challenges into opportunities and are proud of what we have achieved. We are very much looking forward to continuing to building on these strong foundations as we move into 2022.

As ever, we love to welcome new members to both the choir and instrumental group. Please do put people in touch with Vanessa if they are interested in taking part.

### **SPARK TO A FLAME - Adrian Musson**

The worship band has continued to flourish both during the lockdowns and latterly with the more open environment for singing. For the first part of 2021 we continued to produce music by recording our individual parts (bass guitar, drums, acoustic guitar and singers) and we then mixed them into songs. These were then used within the zoom services.

In July 2021 we managed to organise an outside worship service which was very exciting as the weather turned rainy and stormy. However the spirit was with us and it felt like a joyful release to be able to worship together again.

From that point on we gradually and intermittently started to play together whenever Covid variants and social distancing allowed. In December we played for the crib and carol procession outside the church under an awning - it was freezing but amazing too.

This year we are looking forward to welcoming new members of the band and renewing our regular worship at cafe Church.

### **BELL RINGING - Martyn Hills**

Claines no longer has enough bellringers in the local band to ring the bells for Sunday services. Unfortunately, this is a position shared by the majority of churches with bells. Ringing is now largely achieved by bell ringers coming together from different churches - this is challenging when service times coincide.

On a more positive note, a band to ring the bells can usually be arranged for couples choosing to get married at Claines. Leaving through the South door to the sound of the bells is a very memorable finale to the church element of the day.

Like a lot of mechanical things, bell fittings deteriorate when they are not used regularly. Fortunately, a number of ringers are coming together on the 4th Monday in the month at 10:30 to ring a quarter peal, around 1h of ringing. These are very good ringers, if you get a chance to listen then this is what very good bell ringing sounds like.

### **FLOWER GUILD - Pat Harris**



We had a slow start to last year with the weddings, but we are starting to get back to doing more. This year we have approximately 9 weddings that require the flowers.

We had our annual get together in October and decided to put the price of the flowers up to £125.00, this is because the price of the flowers are going up in the Florists, we always supply the foliage from our own gardens which we are happy to do.

Our numbers are falling, due to bad health in some cases, and we are always glad to welcome new members who would like to help.

Contact, Pat Harris 592555

### **KINGDOM ARTS - Alex New & Sue Ashby**

This was our 6<sup>th</sup> year of operation, but who could have foreseen such an interruption to our creative flow? However, we were not going into lockdown without making the most of technology and trying to come to terms with it. We therefore organised an Easter ZOOM meeting (March '21) which was really lovely with Kingdom Artists as usual becoming fully engaged by contributing music, artwork and spiritual journey stories.

In order to keep the spirit of Kingdom Arts alive, each team member took on the responsibility for communicating with a small group of people by monthly email. Even if some did not respond, we felt it very important to do this and to show that we care about all who come to our meetings from far and wide. Postings continued to appear on our website throughout the year.

Our first meeting after Lockdown occurred in October '21. It was very special as all were so pleased to be together again. Amazing individual Lockdown stories were shared. We met again in November and December.

We have dipped our toes gently back into the stream and people are returning, not in previous numbers, but enough to maintain our enthusiasm and to experience the warmth and meaningful discourse that reflects Kingdom Arts.

We have respected those who keep their distance and their masks and those who feel free to make their own decisions on mask wearing and social distancing.

A soup lunch has not been provided yet to avoid all of us gathering in a more confined space. Perhaps after Easter we will review this provision.

Thanks as ever to Rev Jo for her continued support and to the Kingdom Arts team: Alex and David New, Sue Ashby and Trevor Davis, Bob and Barbara Rolison, Jan Butterworth, David and Vikki Moore, Jan Kear, Pam Summers, Lyn and Clive Crowther, Trish Greenwood, Carolyn Corfield and Margaret Stokes.

There remains a hunger for meeting in a creative space that allows freedom of expression in the Lord's name and to nurture the love felt and shared among us so that we can go out into the world with confidence and a generous gifting spirit.

### **CHRISTIAN AID - Alison Clarke**

CHRISTIAN AID WEEK 2021 – As far as Christian Aid Week goes, St George's and Claines churches are now one body! And this year we raised £2094.74. Thanks to lockdowns and social isolation, people are becoming more comfortable with making online donations, so



we were very pleased locally to make use of the GiveStar (formerly TapSimple) website to facilitate this. We were able to set up a number of different giving 'pages' within a Worcester group area of the website, so that people could donate to particular fundraising ventures and indeed follow the progress of fundraisers as they set out to achieve their goals. My husband, Paul, and I were really grateful to generous support from both churches as well as from friends and family allowing us to raise over £1100 in support of our "100 miles of the Severn Way" hike. Setting up a GiveStar fundraising area for Worcester also allowed us to know how much had been donated online in our area. At the same time, those churches who were able reported how much they had collected in cash donations. So, overall, in Worcester we know that we raised almost £11,500. In fact, the total will have been quite a lot bigger than this, as we know some churches sent cheques directly to Christian Aid.

**CAMPAIGNING** - 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. Since the climate change conference (COP26) in Glasgow in November 2021 [Climate Justice: Every moment matters - Christian Aid](#), there is growing emphasis on Loss and Damage with Christian Aid and others calling for the establishment of a global fund to provide relief for those whose lives have been severely impacted by climate change - [Loss and Damage Petition - Christian Aid](#).

Christian Aid is also encouraging us to petition the UK government to further support the people of Afghanistan both financially and through a global humanitarian conference - [Stand with Afghanistan - Christian Aid](#).

During the past months Christian Aid's chairman, Rowan Williams, has completed his term of office. I am personally delighted that his excellent chairmanship is being followed by John Sentamu. (I am now his Facebook friend! Joy!)

**LOOKING FORWARD** - I am probably supposed to confine myself to things which have already happened in this report, but I am excited that in 2022 we can look forward to a more normal Christian Aid Week. Already we have a concert planned for Saturday evening of 28 May with our folk band *5 for Silver* (Sue and Trevor and myself, plus our dear friends Bill Scriven and Grahame Lucas) and the wonderful *Orchard Band* led by Ali and Ian Craigan. I also think it's time that the whole congregation had a chance to put in some steps/ wheelies for Christian Aid Week... this year with a royal theme. So watch this space!!

**THANK YOU** Finally, none of what Christian Aid is able to do would happen if it weren't for your gifts, acts and prayers. So an enormous THANK YOU!!  
*For what does the Lord require of us but to act justly, to love mercy and to walk humbly with our God?* (Micah 6:8)

## **THE CHILDREN'S SOCIETY- Julie Palmer**

The Children's Society is a national charity, working to transform the hopes and happiness of young people facing abuse, exploitation and neglect. The charity supports them through their most serious life challenges and campaigns tirelessly for the big social changes that will improve the lives of those who need hope most. They provide specialist support empowering young people to make positive changes and rediscover their hope.

2021/22 saw some return to normality of parish fundraising for the Children's Society. It was lovely to be able to welcome back the Christingle service in November and those who supported the charity via collection boxes gave very generously. This year £303.50 was raised via the collection boxes and £37 cash was donated at the Christingle service.

For more information on the work of the Children's Society please visit their website:  
[www.childrenssociety.org.uk](http://www.childrenssociety.org.uk)

## 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.

## **ADDENDUM TO APCM - SAFEGUARDING REPORT May 25<sup>th</sup> 2022** **Safeguarding Statement**

To the best of our understanding, the PCC of St John the Baptist Claines, Worcester have complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults). In 2021 we conducted the following:

- 15 new DBS processed. Total people with an up to date DBS = 26
- Number of DBS applications that required referral to DSA/ADSA = 0
- Number of DBS that have lapsed without renewal = 0
- Number of people who have attended training = 14
- Any advice sought from DSA/ADSA this year and any actions as a result? **Yes - advice was sought regarding a variety of safeguarding general questions, training/DBS transportation etc.**
- Are there any safeguarding agreements in place in the parish? **No**
- Have there been any serious incident reports made to the Charity Commission? **No**
- Sharing of updates from PSO network meetings? Or training events? **PSO submits reports on network meetings and training she and others attended at every PCC meeting**
- Any policy changes/new statements added/new Diocesan/National policies adopted?
  - 1. Safeguarding is on the agenda at every PCC meeting.**
  - 2. we include a report in the Church Annual Report's, and**
  - 3. This Addendum will be incorporated in every year's Annual report**
  - 4. New policies we have incorporated are, Volunteer Role Description, Domestic Abuse, Lone Working Guidance.**
- Completion of toolkit/take up of Dashboard? **Yes, St John Baptist Claines is now Green across Level 3 Dashboard**
- Highlights of Parish action plan? **N/A nothing currently outstanding. Level 2 comes in shortly and there will be additional requirements to be done then**
- How many children's/adult activities are taking place in the parish? **4 adult/4 children's**
- Any new ones planned? **Nothing as yet**
- **We currently don't have defined role description for those working with vulnerable adults and children. The Diocese has templates for most roles within the church, we will be carrying out additional work to produce specific job descriptions for every role.**

## **Parish Safeguarding Policies**

Our Safeguarding Policies are reviewed on an annual basis by the PCC. All policies were reviewed and agreed at our PCC March 23<sup>rd</sup> 2022. All our policies are displayed in every church venue, along with 'Who's Who' poster for Safeguarding, plus useful websites and contact details for anyone who needs help, support, isolated or feeling vulnerable.

# St John the Baptist Claines PCC

## ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

### **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 2021.

### **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  
Fernhill Heath  
Worcester  
WR3 7UQ

23/02/2022

# PCC of St John the Baptist, Claines

## Statement of Financial Activities for the year ended 31st December 2021

Charity Registration No 1130734

	Note	Unrestricted Funds £	Designated funds £	Restricted funds £	Total 2021 £	Total 2020 £
<b>INCOMING RESOURCES</b>						
Voluntary income	2.1	52,486	7,303	2,568	62,357	53,153
Activities for generating funds	2.2	424	209	816	1,449	2,841
Income from investment	2.3	11	664	24	699	942
Income from Church activities	2.4	7,645	28,188	-	35,833	24,415
Other incoming resources	2.5	476	1,405	2,829	4,710	5,682
<b>TOTAL INCOMING RESOURCES</b>		<b>61,042</b>	<b>37,769</b>	<b>6,237</b>	<b>105,048</b>	<b>87,033</b>
<b>RESOURCES EXPENDED</b>						
Costs of generating funds	3.1	216	-	-	216	216
Grants and donations	3.2	1,100	-	-	1,100	1,189
Activities directly relating to the work of the church	3.3	64,871	17,645	1,256	83,772	79,621
Church management and administration	3.4	2,052	1,188	4,406	7,646	7,576
<b>TOTAL RESOURCES EXPENDED</b>		<b>68,239</b>	<b>18,833</b>	<b>5,662</b>	<b>92,734</b>	<b>88,602</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>(7,197)</b>	<b>18,936</b>	<b>575</b>	<b>12,314 -</b>	<b>1,569</b>
Transfers between funds		7,000	(7,000)	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(197)</b>	<b>11,936</b>	<b>575</b>	<b>12,314 -</b>	<b>1,569</b>
<b>BALANCES BROUGHT FORWARD AT 1ST JANUARY</b>		<b>20,991</b>	<b>25,557</b>	<b>70,783</b>	<b>117,331</b>	<b>118,900</b>
<b>BALANCES CARRIED FORWARD AT 31ST DECEMBER</b>		<b>20,794</b>	<b>37,493</b>	<b>71,358</b>	<b>129,645</b>	<b>117,331</b>

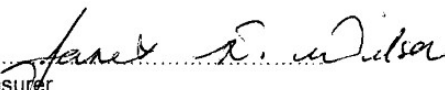
## Balance Sheet at 31st December 2021

	Notes	2021 £	2020 £
<b>FIXED ASSETS</b>			
	4	-	-
<b>CURRENT ASSETS</b>			
Stock		200	200
Debtors	5	10,607	4,019
Short term deposits		71,351	73,273
Cash at bank and in hand		76,576	62,706
		<u>158,734</u>	<u>140,198</u>
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	6	(29,089)	(22,867)
<b>NET ASSETS</b>		<b>129,645</b>	<b>117,331</b>
<b>FUNDS</b>			
Unrestricted	7	20,794	20,991
Designated	7	37,493	25,557
Restricted	7	71,358	70,783
		<u>129,645</u>	<u>117,331</u>

Approved by the PCC on 23<sup>rd</sup> March 2022 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 2021

### **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 2021 £29,000 (2020 £21,000) of our allocation had been paid, our allocated share for 2021 was £67,837 (2020 £67,836). An amount of £21,000 (2020 £20,000) was provided for and paid in full before the 4th February deadline. The balance of £17,837 (2020 £26,836) 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 2021

	Unrestricted General Funds £	Unrestricted Designated funds £	Restricted funds £	Total 2021 £	Total 2020 £
<b>2. INCOMING RESOURCES</b>					
<b>2.1 Voluntary income</b>					
Planned giving and gift aid envelopes	39,409	-	-	39,409	40,300
Income tax recoverable	9,076	-	30	9,106	8,913
Collections at services	2,273	-	-	2,273	1,088
Grants	550	4,701	888	6,139	-
Donations	1,179	602	150	1,931	1,852
Legacies	-	2,000	1,500	3,500	1,000
	<u>52,486</u>	<u>7,303</u>	<u>2,568</u>	<u>62,357</u>	<u>53,153</u>
<b>2.2 Activities for generating funds</b>					
Fund raising events	424	209	816	1,449	2,841
<b>2.3 Income from investments</b>					
Dividends and interest	11	664	24	699	942
<b>2.4 Income from Church Activities</b>					
Magazine sales and advertising	-	3,153	-	3,153	2,526
House, Hall and Institute lettings	-	25,035	-	25,035	18,287
Wedding and funeral fees	7,645	-	-	7,645	3,602
	<u>7,645</u>	<u>28,188</u>	<u>-</u>	<u>35,833</u>	<u>24,415</u>
<b>2.5 Other Incoming Resources</b>					
Sundry income (including Forces Fund transfer)	476	1,405	2,829	4,710	5,682
	<u>476</u>	<u>1,405</u>	<u>2,829</u>	<u>4,710</u>	<u>5,682</u>
<b>TOTAL INCOMING RESOURCES</b>	<b>61,042</b>	<b>37,769</b>	<b>6,237</b>	<b>105,048</b>	<b>87,033</b>
<b>3. RESOURCES EXPENDED</b>					
<b>3.1 Costs of generating voluntary income</b>					
Fundraising expenditure	216	-	-	216	216
Stewardship costs	-	-	-	-	-
	<u>216</u>	<u>-</u>	<u>-</u>	<u>216</u>	<u>216</u>
<b>3.2 Grants-Charitable giving</b>					
Home church societies and organisations	-	-	-	-	38
Secular Charities	1,100	-	-	1,100	1,151
	<u>1,100</u>	<u>-</u>	<u>-</u>	<u>1,100</u>	<u>1,189</u>
<b>3.3 Activities directly relating to the work of the church</b>					
Diocesan Parish Share	50,000	-	-	50,000	41,000
Clergy expenses	822	-	14	836	839
Church maintenance	-	-	-	-	1,932
Church running expenses	10,158	-	90	10,248	10,784
Parish magazine expenses	-	2,808	-	2,808	2,230
Upkeep of churchyard	-	-	1,152	1,152	846
Parish Hall and Institute costs	-	13,674	-	13,674	19,575
Flowers	-	1,162	-	1,162	320
Parish education	32	-	-	32	48
Contracted services	3,859	-	-	3,859	2,048
	<u>64,871</u>	<u>17,645</u>	<u>1,256</u>	<u>83,772</u>	<u>79,622</u>
<b>3.4 Church management and administration</b>					
Pastoral administration	1,980	-	-	1,980	2,324
Miscellaneous expenditure	72	1,188	4,406	5,666	5,253
Depreciation	-	-	-	-	-
	<u>2,052</u>	<u>1,188</u>	<u>4,406</u>	<u>7,646</u>	<u>7,577</u>
<b>TOTAL RESOURCES EXPENDED</b>	<b>68,239</b>	<b>18,833</b>	<b>5,662</b>	<b>92,734</b>	<b>88,604</b>

**PCC of St John the Baptist, Claines**  
**Notes to the Financial Statements**  
For the year ended 31st December 2021

**4. FIXED ASSETS**

	<b>Portable altar £</b>
<b>COST</b>	
Brought forward	1,596
As at 31st December 2021	<u>1,596</u>
<b>DEPRECIATION</b>	
Brought forward	1,596
Charge for the year	-
As at 31st December 2021	<u>1,596</u>
<b>NET BOOK VALUE</b>	
As at 31st December 2021	<u>-</u>
As at 31st December 2020	<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**

	<b>2021 £</b>	<b>2020 £</b>
Income tax recoverable	-	-
Prepayments and accrued income	10,607	4,019
	<u>10,607</u>	<u>4,019</u>

**6. LIABILITIES:AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021 £</b>	<b>2020 £</b>
Parish Share	21,000	20,000
Accruals of utility and other costs	8,089	2,867
	<u>29,089</u>	<u>22,867</u>



# PCC of St John the Baptist, Claines

## Notes to the Financial Statements

For the year ended 31st December 2021

### 7. FUNDS DETAILS

Name	Purpose	Balance at 1.1.21	Income	Expenditure	Transfers	Balance at 31.12.21
<b>General</b>	<b>Unrestricted</b>	<b>20,991</b>	<b>61,042</b>	<b>68,239</b>	<b>7,000</b>	<b>20,794</b>
<b>Unrestricted funds designated by the PCC</b>						
<i>Restoration</i>	Maintenance of church property	546	-	-	-	546
<i>Choir</i>	Choir expenditure	189	-	-	-	189
<i>Hall &amp; Institute</i>	Maintenance and running of Parish Hall, Institute and House	13,336	29,897	13,674	- 7,000.00	22,559
<i>Flower Guild</i>	Provision of church flowers	1,071	1,656	1,072	-	1,655
<i>Memorial flower funds</i>	Provision of memorial flowers	44	55	89	-	10
<i>Restoration</i>	Tower Restoration	2,224	3	294	-	1,933
<i>Little Friends</i>	Baby and Toddlers	1,224	267	546	-	945
<i>Magazine</i>	Publication of church magazine	2,690	3,152	2,808	-	3,034
<i>LinC</i>	Lunch in company	415	239	350	-	304
<i>General</i>	General	3,818	2,500	-	-	6,318
<b>Total Unrestricted designated funds</b>		<b>25,557</b>	<b>37,769</b>	<b>18,833</b>	<b>- 7,000.00</b>	<b>37,493</b>
<b>Restricted funds</b>						
<i>Restoration</i>	Church Notice Board	265	-	-	-	265
<i>Churchyard</i>	War Graves	85	12	-	-	97
	Maintenance Canon Clinch Grave	524	-	-	-	524
	Memorial Garden	81	-	-	-	81
	Roses	305	-	-	-	305
	Maintenance of churchyard	651	1,500	1,152	-	999
<i>Family tree</i>	Family tree	155	-	-	-	155
<i>Bell fund</i>	Maintenance of Bells	12,034	1,262	1,206	-	12,090
<i>Ashcroft</i>	Ashcroft Anniversary	83	-	-	-	83
<i>Property</i>	Property	53,019	865	1,050	-	52,834
<i>Youth</i>	Youth	756	100	104	-	752
<i>PortAltar</i>	Portable Altar	84	-	-	-	84
<i>Jubilee</i>	Jubilee Fund	243	-	-	-	243
<i>ClergyDisc</i>	Clergy Discretionary Fund	1,341	400	536	-	1,205
<i>Café</i>	Café	1,157	2,098	1,614	-	1,641
<b>Total restricted funds</b>		<b>70,783</b>	<b>6,237</b>	<b>5,662</b>	<b>-</b>	<b>71,358</b>

**PCC of St John the Baptist, Claines**  
**Notes to the Financial Statements**  
**For the year ended 31st December 2021**

**8. PARISH SHARE**

As at 31st December 2021 £29,000 (2020 £21,000) of our allocation had been paid, our allocated share for 2021 was £67,837 (2020 £67,836). An amount of £21,000 (2020 £20,000) was provided for and paid in full before the 4th February deadline. The balance of £17,837 (2020 £26,836) 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 2021 (2020 £487), together with £26,064 (2020 £22,802) in the Church of England Investment Fund.

Institute Funds of £955 at 31st December 2021 (2020 £605), together with £10,772 (2020 £9,424) in the Church of England Investment Fund.

Canon Clinch Legacy (for the maintenance of his grave) of £527 at 31st December 2021 (2020 £527).

EW Whinfield for Church Trust £2,982 at 31st December 2021 (2020 £2,612) in the COIF Charities Investment Fund.

Martin Mence Charity £2,225 at 31st December 2021 (2020 £2,123) & COIF £3,969 (2020 £3,476).

No other known assets and no income.





