



**St Mary's Church**  
At the heart of the community

**The Parish Church of St Mary the  
Virgin  
Wendover  
Buckinghamshire**

**Annual Report  
July 2021 to April 2022**

**Vicar: Rev Sally Moring**

<b>Bank:</b>	<b>NatWest</b>	<b>CAF Bank</b>
	<b>22 Market Square</b>	<b>25 Kings Hill Ave</b>
	<b>Aylesbury</b>	<b>Kings Hill</b>
	<b>HP2 01T</b>	<b>West Malling</b>
		<b>Kent</b>
		<b>ME19 4JQ</b>

**Independent Examiner: Gavin Styles FCCA, Chapel  
Lane, High Wycombe, HP12 4BJ**

**The church of St Mary the Virgin is situated on the  
outskirts of Wendover.**

**It is part of the Diocese of Oxford within the Church of  
England.**

**The correspondence address is  
Parish Office, 11 High Street, Wendover,**

**Buckinghamshire, HP22 6DU.**

**The Parochial Church Council (PCC) became a registered charity in August 2009. Its registration number is 1131299.**

**PCC members who have served from 27th June 2022 to the date of approval of this report are:**

<b>Incumbent:</b>	<b>Rev Sally Moring</b>
<b>Associate Priest:</b>	<b>Rev Nadine Rose</b>
<b>Curate:</b>	<b>Rev Sally Prendergast</b>

<b>LLMs:</b>	<b>David Blackmore</b>
	<b>Ian Sansbury</b>

**Churchwardens: Jacqueline Smith**

**Deanery Synod Representatives:**  
**Sian Chattle**  
**Ian Sansbury**  
**Paul Dean**

<b>Elected Members:</b>	<b>Paul Dean (Secretary)</b>
	<b>Matt Ryan (Treasurer)</b>
	<b>Mike Senior</b>
	<b>Deborah Hale</b>
	<b>Tim Crapper</b>
	<b>Sarah Frost</b>
	<b>Peter Dean</b>
	<b>Monica Tompsett</b>
	<b>Peter Lockett</b>
	<b>Jennifer Ballantine</b>
	<b>Johanna Free</b>
	<b>Nick Wilson</b>
	<b>Catherine Wilson</b>

<b>Ex Officio</b>	<b>Alison Kirk (Diocesan Synod)</b>
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## **A: Structure, governance and management**

The method of appointing PCC members is set out in the Church Representation Rules. New appointees are given an information pack. The PCC has passed a resolution by which a proportion of the PCC members will stand for re-election every three years, limited to a total of six years served. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. This is achieved by notices given out during church services, articles in the St Mary's newsletter and notices placed around the church.

The incumbent is currently Rev Sally Moring with Associate Priest Rev Nadine Rose and Curate Rev Sally Prendergast. David Blackmore and Ian Sansbury are licensed to serve in the parish as Licensed Lay Ministers (LLM).

The PCC operates by meeting during the year with various sub-committees meeting and conducting delegated activities and taking delegated responsibility in between. Methods of reporting back to the PCC range from the formal pre-distributed reports for discussion at PCC meetings, to informal verbal reports. The PCC became a registered charity in 2009 and is mindful of its responsibilities as Trustees. The major risks to which the church is exposed, as identified by the Trustees have been reviewed annually, and systems or procedures have been established to manage those risks.

## **B: Objectives and Activities**

St Mary's PCC has the responsibility of co-operating with the incumbent in promoting the whole mission of the Church – pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church building, St Mary's Centre and the churchyard at Church Lane. Since 1992, the PCC has been a party to the Sharing Agreement of 1986 relating to St Anne's Church, Aylesbury Road, Wendover. The

PCC also holds a lease over the premises at 11 High Street, Wendover (JUST shop and Parish Office). All of which contribute to our aim to be a church at the heart of the community. Details of our work are described more fully in the following reports from committees and other groups who contribute to our church community. The PCC depends on many volunteers who give freely of their time and talents. A major part of its activity is the training and involvement of an increasing number of volunteers, doing practical projects or duties alongside others who are further involved as a trustee or a committee member. The benefits from volunteers' work, and our thanks to them, cannot be overstated, without them the viability of our church would be seriously affected. Our grant-making policy is twofold; special appeals which may arise, and giving at a budgeted annual level, where finances are available, as managed by the Global Church Committee.

## **Electoral Roll**

Our Electoral Roll is managed by Xenia Murray, our Electoral Roll officer. As required, the draft new register has been displayed in church for two weeks prior to the APCM. The number of people on the new Roll was reported at the APCM on 27<sup>th</sup> June 2021 which was 250 down by 3 from 2020.

## **The PCC**

The full PCC met six times during the past year using the online Zoom facility or in person at St Mary's. Committees met between meetings and a number reported formally to the PCC.

## **Church Attendance**

We are required by the Diocese to report on the average weekly attendance for the first four weeks of October. This figure is one of the inputs to our Parish Share allocation. For 2021 the average weekly attendance for in person services was 117 and for online services at home services was 45. This period includes the October half term holidays so cannot be taken as a true reflection of 'average' church attendance. Also, being online it does include some households where more than one individual dialled in

We also had the following numbers for occasional services held at St Mary's: 15 baptisms, 10 weddings and 6 funerals.

## **Committees**

The PCC operates through a number of committees that meet between full meetings of the PCC:

**Standing Committee** (Chair: Sally Moring) *is responsible for transacting the business of the PCC between meetings, subject to any directions given by the PCC.* The committee met five times between the Annual Meeting of 2021 and 2022 and has reported formally to each PCC meeting.

## **C: PCC Review of the Year**

This was once again an unusual year to report on due to the Covid pandemic and only applies from 29<sup>th</sup> June 2021 to April 2022 as the diocese allowed parishes to move their APCM dates.

The year started with our first meeting after the APCM on 29<sup>th</sup> June 2021.

No new members were elected to the PCC following decision at 2020 APCM to reduce the number of members on the PCC, the election of officers for the year was also undertaken with Paul Dean elected as Secretary, Matt Ryan as Treasurer, Xenia Murray as Electoral Roll Officer. Peter Dean was elected as vice chair. Revd Sally Moring, Revd Nadine Rose, Jacquie Smith, Matt Ryan, Paul Dean, and Peter Dean were elected to serve on the Standing Committee. The approval of the assistant wardens and stewards list was also approved. A report was received from the Treasurer looking at the last years accounts and a new budget for 2022. The St Mary's Safeguarding Policy looked at and a bigger review will be done later in the year.

Some new working groups were set up to give our only churchwarden some help. The groups were a) Finance/Fundraising/Governance, b) Fabric/maintenance/churchyard, c) Review of Assistant wardens, d) People.

The next PCC meeting was on 28<sup>th</sup> September 2021 where we welcomed Alison Kirk to the PCC as an ex officio member being that she was now on the Diocesan Synod. The Safeguarding Policy was reviewed and approved by the meeting. Mention was made to the new training courses on Safeguarding. The treasurer then gave a report on the current finances. Revd Moring then gave a presentation on the current Mission Action Plan (MAP) progress. We also heard about a new proposed church database that Ian and Adam Sansbury had been investigating. Our current Parish Administrator Amanda Ryan had decided to leave her position and a vote of thanks for all her work was proposed by the meeting, an advert has been placed for a new administrator. The Commonwealth War Grave Commission want to put a sign up at church saying we have Commonwealth War Graves which was approved by the meeting. Reference was made to Climate Change and that we would be holding a special service on this theme on 7<sup>th</sup> November 2021. We also heard that Bishop Steven Croft was making a Deanery visit to Wendover on 25<sup>th</sup> November 2021.

Our third meeting of the year was on 17<sup>th</sup> November 2021, items under discussion were the Treasurer's report, including some outstanding monies owed to the Free Church for use of the Christian Centre. Peter Dean advised that the office need some equipment upgrades and the meeting approved the purchase of a new computer and upgrade to the Wifi router. The churchyard is getting full and we had a discussion on how we could extend the churchyard. A new set of church hymn books had arrived in memory of Jeremy Nicholson. Christmas services were discussed and which one would need prior ticketing due to the number limitation in church. Live streaming of Sunday services is now being undertaken.

Our fourth meeting was held on 2<sup>nd</sup> February 2022 where we had a treasurers latest update and also an approval to change

the bank mandate for signatures. We discussed possible church works that would be required including some electronic opening doors at the church entrance, the audio visual system, and baby changing facilities. We heard that Jacquie Smith would be standing down as churchwarden at the APCM so we are now on the look out for 2 new churchwardens.

Our fifth meeting was on 23<sup>rd</sup> March 2022 where we had a treasurers update a presentation from Helen Blakeman on safeguarding and a discussion on the PCC groups and terms of reference for each group, these are now been written for PCC approval.

The last PCC meeting of the year will be on 27<sup>th</sup> April 2022 where hopefully the annual report will be approved in readiness for the APCM on 8<sup>th</sup> May 2022.

I would once again like to offer my thanks to all members of the PCC for their invaluable input during the year and thanks to Sally and our Churchwarden Jacquie who has had an extra workload being the only churchwarden for the year.

Report by Paul Dean PCC Secretary

## **D: Financial Statement of the PCC**

### **Treasurer's Report on the accounts for the year to 31 December 2021**

Fund details for the financial year to 31 December 2021 are summarised in the table. Please note that fixed assets and depreciation have been excluded from the figures as they relate to past expenditure and not cash spent in 2021.

The General Fund below reflects the income and expenditure arising from the day-to-day activities of our Church. Other Funds for the Church have special rules applied to them and these restrict how the funds can be spent. During 2021 the Church accounts showed an increase in total funds by £33,268, which is outlined below.

Funds	Income	Expenses	Transfer/Gains	Surplus/ (deficit)	Funds at 31.12.21
General	£169,713	£160,831	£-	£8,882	£55,341
Designated (All)	£45,006	£23,907	£-	£21,099	£73,686
Fabric (Restricted)	£9,000	£5,110	£-	£3,890	£17,422
Legacy (Restricted)	£-	£-	£-	£-	£23,207
Other Restricted	£8,737	£10,302	£962	(£603)	£28,624
<b>Total</b>	<b>£232,456</b>	<b>£200,150</b>	<b>£962</b>	<b>£33,268</b>	<b>£198,280</b>

## General Fund

2021 saw another year of COVID impacting our finances at St Mary's. Again several of our usual sources of income that the church relies on to finance our work and mission in Wendover were impacted due to restrictions. Our income from hiring the church and centre, and church fees, for weddings etc, were reduced and our regular giving for 2021 was also down. We were extremely grateful to the congregation for extra one-off donations that made a massive impact to our overall financial



position. An area that saw a huge amount of additional income was gifts from legacies, where we received £42,000 in the year. As well as this, the JUST shop, despite being closed in the early part of the year, pulled off an incredible nine months producing some of the highest sales figures we have seen and donated £15,058 to the shop from profits and contributed £9,467 towards running costs.

With the uncertainty that came in 2021 we managed to keep costs to a minimum and showed a small decrease from what was spent in 2020, with expenditure falling from £165,619 to £160,831. The whole Parish Share of £115,763 was paid in full which meant that we were able to support the ministry of other churches in the Oxford Diocese.

Incredibly we ended the year with the General Fund making a surplus of £8,882. This left a balance on the General Fund at the end of 2021 at £55,341 which puts us in a great position as we look forward to 2022.

## **Other Funds**

In the year the Ministry Development Fund, which had been setup to support the plans shown in the Mission Action Plan, was nearly used up with £750. The church has a commitment until the end of 2023 regarding payments for our Associate Priest, which are covered by other designated reserves held at the year end. It was agreed by the PCC, that legacies received by the PCC would be designated to be used towards Ministry Development, unless restrictions were given by the donor, and at the year-end we had designated legacy reserves of £66,781 to pay towards this.

It should be noted that none of the other restricted funds can be used against St Mary's running costs but restricted to fabric, the churchyard, bells, flowers amongst others.

## **Thank you**

I would like to say a big thank you to all of you who have continued to support the church over the last 12 months. Grants from outside sources have been used to support various aspects of our ministry including the Climate Action in Wendover work that has been ongoing. Thank you to those who worked hard on researching and requesting fundraising.

Not only have we benefited from income but thank you to those of you who have helped us to keep our costs down, whether that be volunteering with posts or actively trying to save money on our running costs.

Once again, we are hugely grateful to Helen Blakeman and her team at Just who have run the shop and have really done a fantastic job this year.

I would also like to give special thanks to all those who have supported me as treasurer during this year. I mention in particular Sarah Bishop who has continued to help with some of the finance tasks! There are many others who work behind the scenes, so thank you for all you do.

Report by Matt Ryan, PCC Treasurer

## **E: Churchwardens' Report, including the Fabric, Goods and Ornaments**

I wrote the last Church Warden's report in June 2021. At that time, we had an alternating service pattern, a 9.00 service followed by a 10.30 Zoom service and the next week a 9.00 Morning Prayer service on Zoom and a 10.30 service in Church. Church had just recommenced being open daily, so a big thank you to all those willing volunteers who continue daily unlocking and locking up the building week by week. The cleaning teams had restarted cleaning our beautiful Church building, another big thank you to all of you. Ignite and Surge were meeting periodically as was our walking group and

Nadine organised three trial sessions for a new Toddler group, 'Sparklers' in Church. Another big event happened around June / July, congregational singing! Listening to Church music and singing is such a part of our worship heritage, a feeling for me of joy as our praise and prayer lifts us to new heights in worship and openness to God.

Many plans were made and September saw us with a new pattern of services, a monthly 8.00 Communion, weekly 9.00 Holy Communion and 10.45 Sunday Worship. We also welcomed Michelle, George and Henry to St Mary's. Michelle is an Ordinand who will be worshipping and working with us until June 2023. A new weekly Thursday Communion Services commenced followed by coffee and chat and Sparklers on Monday mornings during term time. Not just Mum's and Dad's with children but grandparents, carers and lots of you coming in and out to help and bring cakes and treats. Numbers are growing and it is great to see lots of babies and little people around having fun. Our Church building has got busier with more people coming through the doors week by week. Many people have come in and said 'wow, what a lovely, calm yet friendly space to come into'.

Harvest Festival saw us able to have a Church Family BBQ outside in lovely weather. On into October saw a group of us reviewing the Mission Action Plan document and talking about the future. One of the practical key decisions was to look at office systems for managing our data and activities. Work was undertaken to move this forward and we now have a new website, new email addresses and practical developments are ongoing. Thank you to everyone involved in getting this up and running and continuing this development.

October was also the month we said goodbye to Amanda as our Administrator. Amanda had worked in the office for many years and knew all the quirks and happenings at St Mary's and an authority on the Churchyard. Thank you for all you have done over the years.

She may wish she had stayed as it was the impetus to have a sort out of the office and the equipment. A much-needed new

PC was installed and an overhaul of the communications within the office, hopefully now with much better internet connections to cope with the new Church system. Thank you to all who undertook this work and to the office decorating team. Julie arrived in January and is keen to get know everyone and play an active role. Sorry Amanda you missed out, though you will have appreciated the changes as you and Veronica imparted some of your valuable knowledge to Julie to help her along the way.

We started planning for Christmas services amidst growing number of Covid infections both nationally and locally, making us wonder what would happen. Services were planned and booking systems put in place for previous large number services. A second Carol Service was scheduled as the 7.00pm services, quickly 'sold' out. Christmas Eve services were planned as a celebration in the Churchyard. Sadly, that celebration had to be cancelled due to wet weather on Christmas Eve. Unfortunately, I was not physically at any of the Christmas Services due to a son going down with covid in our house the middle of December and his partner Christmas Eve. Our household was affected like so many others during December and January as covid infection kept spreading and it felt our house was a 'no go' area for friends and family for weeks!

As I write this report, we are fast approaching Lent and we have been purchasing some recommended books to lead us privately and in our worship through Lent. Plans are progressing for our 'normal' Easter week services and the celebrations for Easter Sunday. This year it is looking like there will be no restrictions on the number of us able to worship together, quite a transformation from 'no services' in St Mary's Easter 2020 and limited numbers in 2021.

During the year the normal housekeeping checks and maintenance were undertaken on the Church building. A change was arranged for the gas and electricity to put us on a 'green' energy tariff. As a Church we will see a huge increase in our energy costs this year as will every householder and business.

We did have a spate of anti-social behaviour around the Church grounds in October. Our CCTV coverage helped us in reporting to the Police. Sadly, this was part of a variety of anti-social activity around Wendover at the time.

We also had an emergency with a blocked drain when Sparkler helpers were rushing around with mops and buckets. Fortunately help quickly arrived from Castle House. Crisis dealt with and a plumber was called in to clear the drains.

A huge thank you to all of you who have who helped in the ongoing work and maintenance of all aspects of our Church building, it is a wonderful building but quite a responsibility keeping it maintained and comfortable for us all to use.

This will be my last Church Warden's report as I am standing down at the May 2022 APCM. I have felt privileged to be able to undertake this role with the support and encouragement from so many of you. St Mary's is a very special place to be part of. My first two years were fairly straightforward once I had a grasp of what really was expected following the annual festivals and events. The last two years different from what any of us could have expected with the arrival of the covid pandemic and the lockdowns and changes to all our lives. Once the shock of the situation had receded, it was getting organised and start planning. Lots of conversations with Sally and reading legislation and guidance as it evolved. Our ministry team have been fantastic in how they developed Church Worship on line along with other group activity. Sally M, Nadine and Sally P worked so hard to help keep people involved in activities and connected in varying ways. Throughout the hard decisions to make around closing down, the slow movement forward in reopening, pulling back and reopening again and again, we have all talked, prayed, shared our concerns and worked through the situations whilst remaining supportive and together in all our actions and planning. It has felt a real team effort throughout this strange period. I really do want to thank Sally, Nadine and Sally for all they have done for our family at St Mary's and all the love, care and compassion they have shown and also to those families that come to them in times of need and for

celebration. We have an incredibly caring team of clergy. Personally, I also want to say huge thank you for your care, support and encouragement to me as we have travelled together.

Jacquie Smith

## **Churchyard Report**

Throughout the year the Churchyard Care Committee has continued to meet, often walking around the Churchyard before meeting in Church. The committee continues to be made up of members from the Parish Council and members of St Mary's Church with our Vicar, Sally, chairing the meetings.

Volunteers remain dedicated in their care of the Churchyard and play such an important part in it being well maintained and a calm and complete place to be. We owe them a huge thank you for all they do. A contractor undertakes some work and our Church volunteer sessions, for all ages, along with ongoing eco work also help in care of the land and continuing to create habitats and increase the biodiversity of the area. New bird and bat boxes being installed and donated, earlier this year. We have also had the larger trees checked and some dead branches removed and the tree canopy raised in several places improving access around the Churchyard site. During the year work has been undertaken both in the churchyard and in church as we have worked towards the Eco-Church Bronze award ; it's hoped this would be awarded early in 2022.

During the November 2020 lockdown St Mary's had a very small and informal Remembrance Event. November 2021 brought a familiar Remembrance Service for people to Remember loved ones who may have passed away during the

year, or at any time previously. The service concluded in the Churchyard with a planting of a tree in memory of all those from Wendover who died as a result of the pandemic, all our family and friends who had died during the pandemic and the changes to all our individual lives as a result of the pandemic. We were then able to go back into St Mary's for time to reflect, to share and to offer tea and cake. The kind of hospitality that the pandemic has prevented us offering or share. The Easter Garden in 2021 and again this year have been a focus for activity for many of our Church family leading up to Easter, creating a depiction of the resurrection story and the gardens have contributed to our Easter service celebrations to our Risen Lord.

We are blessed to have such a beautiful and peaceful Churchyard space around St Mary's and pray it will continue to offer us enjoyment for Sunday morning coffees and Church family activities as we move forward.

Jacquie Smith on behalf of the Churchyard Care Committee

## **F: Deanery Synod Report**

### **Wendover Deanery Synod 2021**

Our churches are gradually returning to normality after the past two years of Covid disruption. There's still a need to maintain precautions, and the Church of England's guidelines provide some help in a situation where so much is left to your discretion.

The deanery is slowly recovering activity, and we're beginning to re-invigorate its standing committee. There have been four deanery synod activities over the past year, and the deanery chapter has continued to meet regularly over the period. Meanwhile Bishop Alan has continued to keep the archdeaconry well informed and co-ordinated with a periodic Zoom meeting of area deans and lay chairs.

We had a considerable shortfall in the deanery share last year, and 2022 will continue to be a challenge. Many thanks to everyone for their efforts in collecting and paying parish share throughout the year: those efforts are very much appreciated – and our special thanks to the treasurers who make it possible. Many thanks also to Paul Moring for his work as deanery treasurer – I should add that we would be grateful to hear of interest from anyone in that role going forwards.

2021 now seems a while ago, but here's a reminder of our meetings. We had two online and two physical Synod meetings during the last year (including the visit by Bishop Steven in November and the meeting on connecting with young people): many thanks to the churches which hosted us for these events, and for the welcome we always receive.

### **Deanery Synod Gatherings**

1. Monday 19 July, online: Annual Meeting of Deanery Synod
2. Tuesday 21 September, online: farewell Synod gathering with Deiniol
3. Thursday 25 November, various: deanery visit by Bishop Steven and his entourage
4. Wednesday 8 December, St. Mary's Wendover: on connecting with young people.

Our first meeting of 2022 was on 9<sup>th</sup> March at St. Mary's, Wendover for a general catch-up on Church activities throughout the deanery.

All regular meetings – PCCs, APCMs and deanery synods – may now be held in person, so that Church schedules can now be re-established.

Meanwhile, please remember that our deanery synods – our 'Chiltern Churches Open Meetings' – are indeed open to all,



including when conducted online: it's a great way to keep in touch with others across our local churches, and to find out more about some of the key issues which concern us all.

Thanks to all those who have taken part throughout the year. 

With best wishes from the Deanery Standing Committee -

Revd. Sally Moring  
Area Dean

Gavin Oldham OBE  
Lay Chair

April 2022

## **G: Safeguarding Children and Vulnerable Adults**

The Church of England and the Diocese require each church to have in place policies on Safeguarding, to support our '*working with children and young people*', to consider in our own context all aspects of the '*Protecting Children and Vulnerable Adults in the Diocese of Oxford*' policy - to ensure procedures are in place to ensure a safe environment for children and young people, and Vulnerable Adults - in all aspects of St Mary's work. Within the policies and guidance, it considers all aspects of current disclosure procedures under the "Disclosure and Barring Service (DBS) to ensure safe recruitment of volunteers and employees".

Our church follows the guidance and good practice on Safeguarding issued by Oxford Diocese. Our Safeguarding Policy, for Children & Vulnerable Adults, was reviewed by the PCC in 2021. This policy can be found in the church porch and centre. We make an annual return the Oxford Diocesan to confirm that we are following guidelines and that we have noted changes in requirements. Making this return has become more streamlined through the Safeguarding Dashboard for Parishes, and the questions asked help us to know that our policies and procedures are in line with

requirements, or that some aspect requires renewal, or needs to be developed. The Dashboard reflects the requirements of the national Safeguarding Handbook 2018 (revised 2019).

The ministry team, led by the Vicar, receive specific Safeguarding training and guidance from the Diocese. The PCC considered St Mary's approach to Safeguarding in the context of current Diocesan Guidance and model Policies, particularly taking account of the role of volunteers and the changing nature of activities in the church. At St Mary's we have many volunteers helping to lead the various activities for both children, young people and vulnerable adults. All volunteers and paid workers have to undertake periodic training in safeguarding awareness under the auspices of the Diocese. Much work has been done by the Diocesan Safeguarding Team (now increased in size) to regularise levels of training necessary for different roles, and the frequency of such training. Modes of training have been refined with much now on-line, reflecting to needs of the Covid pandemic period and/or the difficulty individuals face in being available to attend face-to-face training. Most on-line training modules last between 60, 90, or 120 minutes, and the Parish is now considering how to support individuals needing to complete training modules, but for whom doing so online is not possible from home.

The advantage of the online training modules is that materials are continually updated. Each module comes with helpful guidance on how to navigate through the course on a computer or tablet, and it is set up to enable users to pause in a module, or to see the spoken commentary as printed text (Volunteers, whether working with children or vulnerable adults, requiring initial or updated training, have already been able to use online resources from the Diocese during the past year).

Safeguarding and Communication issues in the context of General Data Protection Regulations (GDPR) remain an important consideration.

What is most important is that all volunteers are aware of 'Best Practice'. St Mary's has adopted two Good Practice Guides – one for children and one for vulnerable adults. These guides include a Code of Conduct and other relevant support materials. These documents have been distributed to volunteers working in the church community in different contexts. They will now be reviewed in the context of current guidance, and will be re-distributed. Bellringers received the specific guidance document from the Diocese which has previously formed the basis of a specific briefing.

All volunteers are DBS checked as required, through AccessPCS, the Diocesan preferred Verification organisation. As the APCS procedures enable automatic renewal communication with individuals (if they sign up to this), the work of the Verifying Officer, Rachel Claringbold is to some extent helped - with her particular focus being that of identifying and submitting applications for new volunteers and new members of the PCC.

Rachel keeps a central list of DBS checks and training to inform the officers of the Church and other leaders and volunteers when checks and training need to be updated. There is a five-year renewal policy. On the Diocesan website there is detailed guidance to clarify which volunteers need to be DBS checked, and at which level. On the Government website linked to DBS is further definition of "Volunteer".

**In the current context of COVID-19,** there has been specific guidance on the Diocesan Website in relation to Safeguarding matters, Training and DBS checking. No face-to-face training has been available locally or from the Diocese. Excellent guidance is available on the NSPCC website in relation to "keeping children safe", and the Diocesan guidance includes helpful protocols for communication with Families, Children and Young People and Vulnerable Adults – whether by phone, other electronic means or by distance or face-to-face visiting.

The Diocese has embarked on a comprehensive and ongoing Safeguarding Review, PCR2. Details of the nature of this

review are on the Diocesan website. (Church members will be aware of this review because of a request Sally made last year for information to be shared with her in confidence of any Safeguarding incident in the past that caused concern, in relation to a member of the clergy clergy and/or church officers). She responded to the Diocesan Review request last year as requested.

Currently, if anyone has cause for concern about any vulnerable adult or young person and would like to talk in confidence, then please contact Helen Blakeman, the Safeguarding Officer. ([h.blakeman3@btinternet.com](mailto:h.blakeman3@btinternet.com))

Report by Helen Blakeman, Safeguarding Officer

## H: Vicars Report

We are very blessed at St Mary's, Wendover to have many people who are able to share their time and talents in our Church community that has allowed us to continue to offer worship, comfort, stunning music, beautiful flowers, pastoral care and activities for all ages to come and enjoy. For all of that I say a huge thank you!

2021 began with another period of lockdown when our church was closed and we were very limited in who we could see and where. We had learnt what worked regarding 'broadcasting' our services and became very proficient in 'zooming' services every week that involved a wide range of people and with a huge amount of creativity.

It was on Easter Day that the first groups of people attended church with music being sung by a small group from the choir. Their music lifted our services and spirits. Gradually as time went on the numbers able to be in church increased; in the meantime services were being both live streamed and still on Zoom. For me one of the biggest changes/learning points in all of this pandemic has been the use of technology that has enabled far more people to access our worship but also kept us all safe.

From June onwards it felt like we were playing catch up as a number of weddings took place that had been postponed from 2020 and they were filled with joy. We have had a large number of baptisms since September, again some that would have taken place sooner and were wonderful opportunities for families together who previously couldn't.

Sadly during 2021 several members of our congregation died. We were all very sad at the death of Rev'd Canon Peter Louis who in his retirement to Wendover with Marian gave so much to the benefice, particularly at St Mary's. We also mourned the deaths of Maureen Morley, Richard Birchley, Liz Griffin, Margaret Sammons, Martyn White and Hilary Gilby; they are much missed. Memorial services took place for Fletcher Nicholson, Jan Judd and Gill Andrews who had all died in 2020 and had restricted funerals. Our clergy were also involved in funerals for members of the community.

In September we felt able to return to more services and so regularly have an 8am service once a month, 9am and 10.45am every week. The 9am service remains quite traditional with hymns sung by the choir and accompanied on the organ. The 10.45am service varies in style with 2 Communion services a month and 2 services which are aimed at our families and those newer to the faith with a huge wealth of teaching and ways to engage.

Throughout the year Surge led by Becky Murgatroyd-Morton and Ignite led by Natalie Armstrong and Zoe Fyfe have met with others assisting at the sessions. We have a strong group of young people who meet as Surge and Older Surge who debate theological questions, study the bible in many ways and have had some prayerful sessions. It's wonderful to see the small group of children in Ignite grow and learn more and more of the stories of Jesus developing their own faith.

Other new additions to things happening at St Mary's has been the introduction in June of Sparklers; Nadine writes "As a trial in June 2021 for three weeks we ran Sparklers. These sessions were very popular and the decision to hold this group weekly

during term time (10am to 11.30am) was made. This has been made possible by the very committed and dedicated team of volunteers. This is for preschool children and their parents, grandparents, childminders etc. A very relaxed toddler group – toys, puzzles, books, refreshments available. At Christmas time Sian Chattle came along to lead us in carol singing and we did a short nativity.” By April 2022 there were 52 names on the register with a core of 18 attending each week.

In September we introduced a 10am Holy Communion service on a Thursday morning. This has grown with a regular congregation of 12-14. After the service coffee is served which gives an opportunity for conversation and fellowship.

All this increased activity whilst still living within Covid restrictions has been hard going on everyone and there is no doubt has had an effect on those who feel able to come to church and those whose situations have changed and are no longer able to come. For some the laying down of roles when church was closed or limited has help them realise the time has come to lay them down completely; of course, things still need to be done for the church to run smoothly and so we have gaps that now need filling. A huge thanks to everyone who have had roles in the past they can no longer do and thank you to all of you who continue to all that you do.

Our clergy team are supported by a strong Ministry team and a great addition to that in September is Michelle Fotherby. Michelle is training for ordination at Wycliffe College, Oxford and St Marys is her placement church; it has been a joy to welcome Michelle and her two sons George and Henry. I am very grateful for all the ministry team contribute to the life of our church and the work that Nadine and Sally P do supporting the life of our parish and community.

At the APCM we will say thank you to Jacquie Smith who has been churchwarden for the last 4 years- and for the last two

on her own. She has worked tirelessly especially through the difficult times of church closure and restrictions caused by the pandemic and we thank her hugely for that. Often in the background Simon has supported Jacquie with lots of handyman type jobs- thank you Simon!

It's certainly been a very strange year but one that we have grown in. Please continue to pray for St Mary's Church as we strive to be at the heart of the Wendover community and share the good news of Jesus Christ to all whom we serve.

Sally Moring

***Annual Report was reviewed and approved by the PCC at their meeting on 27<sup>th</sup> April 2022***

## Wendover Parochial Church Council

Financial Statements for the year ended 31 December 2021



**Wendover Parochial Church Council**  
**Registered Charity No: 1131299**  
**Financial Statements for the year ended 31 December 2021**

**Statement of Financial Activities**

Prior Year Breakdown										
Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	2020 Total funds		Note	Unrestricted Funds	Designated Funds	Restricted Funds	2021 Total
£	£	£	£	£			£	£	£	£
					<b>Income and Endowments from:</b>					
145,377	3,000	5,636	-	154,013	Donations and Legacies	2	146,928	45,024	16,266	208,218
19,146	-	40	-	19,186	Income from Church Activities	2	19,636	-	-	19,636
1,132	78	-	-	1,210	Other Trading Activities	2	2,770	6	1,446	4,222
341	-	380	-	721	Investment Income	2	379	-	1	380
-	-	-	-	-	Other Income		-	-	-	-
165,996	3,078	6,056	-	175,130	<b>Total income and endowments</b>		<b>169,713</b>	<b>45,030</b>	<b>17,713</b>	<b>232,456</b>
					<b>Expenditure on:</b>					
-	-	-	-	-	Costs of generating funds	3	-	-	-	-
-	-	-	-	-	Costs of generating voluntary income	3	-	-	-	-
165,270	26,440	33,096	-	224,806	Expenditure on Church Activities	3	160,796	26,554	29,209	216,559
349	-	-	-	349	Other expenditure	3	35	-	-	35
-	-	-	-	-	Support costs	3	-	-	-	-
165,619	26,440	33,096	-	225,155	<b>Total expenditure</b>		<b>160,831</b>	<b>26,554</b>	<b>29,209</b>	<b>216,594</b>
377	(23,362)	(27,040)	-	(50,025)	<b>Net income/(expenditure) before transfer</b>		<b>8,882</b>	<b>18,476</b>	<b>(11,496)</b>	<b>15,862</b>
					<b>Transfers</b>					
-	-	-	-	-	Gross transfers between funds - in		-	-	-	-
-	-	-	-	-	Gross transfers between funds - out		-	-	-	-
					<b>Other recognised gains/losses</b>					
-	-	893	14	907	Gains/losses on investment assets	9	-	-	962	993
-	-	-	-	-	Gains on revaluation, fixed assets, charity's own use	9	-	-	-	-
377	(23,362)	(26,147)	14	(49,118)	<b>Net movement in funds</b>		<b>8,882</b>	<b>18,476</b>	<b>-10,534</b>	<b>16,855</b>
					<b>Reconciliation of funds</b>					
<b>46,082</b>	<b>78,572</b>	<b>228,403</b>	<b>206</b>	<b>353,263</b>	<b>Total funds brought forward</b>		<b>46,459</b>	<b>55,210</b>	<b>202,256</b>	<b>304,145</b>
<b>46,459</b>	<b>55,210</b>	<b>202,256</b>	<b>220</b>	<b>304,145</b>	<b>Total funds carried forward</b>		<b>55,341</b>	<b>73,686</b>	<b>191,722</b>	<b>321,000</b>

The notes on pages numbered 3 to 11 form part of these financial statements.

**Wendover Parochial Church Council**  
**Registered Charity No: 1131299**  
**Financial Statements for the year ended 31 December 2021**  
**Balance Sheet as at 31 December 2021**

Prior Year Breakdown											
Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	2020 Total funds		Note	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	2021 Total
£	£	£	£	£			£	£	£	£	£
<b>Fixed Assets</b>											
-	2,579	136,290	-	138,869	Tangible assets	8	-	-	122,469	-	122,469
-	-	17,431	220	17,651	Investments	9	-	-	18,393	251	18,644
-	<b>2,579</b>	<b>153,721</b>	<b>220</b>	<b>156,520</b>	<b>Total Fixed Assets</b>		<b>-</b>	<b>-</b>	<b>140,862</b>	<b>251</b>	<b>141,113</b>
<b>Current Assets</b>											
4,569	-	360	-	4,929	Debtors & Prepayments	12	6,382	-	797	-	7,179
5,281	34,218	30,763	-	70,262	Investments	10	5,318	34,218	30,763	-	70,299
43,614	18,413	20,334	-	82,361	Cash at bank and in hand	11	49,770	41,397	24,136	-	115,303
<b>53,464</b>	<b>52,631</b>	<b>51,457</b>	<b>-</b>	<b>157,552</b>	<b>Total Current Assets</b>		<b>61,470</b>	<b>75,615</b>	<b>55,696</b>	<b>-</b>	<b>192,781</b>
<b>Liabilities</b>											
7,004	-	2,922	-	9,926	Creditors: amounts falling due in one year	13	6,129	1,929	4,836	-	12,894
<b>46,460</b>	<b>52,631</b>	<b>48,535</b>	<b>-</b>	<b>147,626</b>	<b>Net current assets less current liabilities</b>		<b>55,341</b>	<b>73,686</b>	<b>50,860</b>	<b>-</b>	<b>179,887</b>
<b>46,460</b>	<b>55,210</b>	<b>202,256</b>	<b>220</b>	<b>304,146</b>	<b>Total assets less current liabilities</b>		<b>55,341</b>	<b>73,686</b>	<b>191,722</b>	<b>251</b>	<b>321,000</b>
<b>Liabilities</b>											
-	-	-	-	-	Creditors: amounts falling due after more than one year	13	-	-	-	-	-
<b>46,460</b>	<b>55,210</b>	<b>202,256</b>	<b>220</b>	<b>304,146</b>	<b>Total net assets less liabilities</b>		<b>55,341</b>	<b>73,686</b>	<b>191,722</b>	<b>251</b>	<b>321,000</b>
<b>Funds of the Church</b>											
<b>Unrestricted Funds:</b>											
				46,460	General Fund		55,341				55,341
				55,210	Designated Funds			73,686			73,686
				101,670			55,341	73,686	-	-	129,027
				202,256	<b>Restricted Funds</b>				191,722		191,722
				220	<b>Endowment Funds</b>					251	251
				<b>304,146</b>	<b>Total Funds of the Church</b>		<b>55,341</b>	<b>73,686</b>	<b>191,722</b>	<b>251</b>	<b>321,000</b>

Approved by the Parochial Church Council on: 27th April 2022

and signed on its behalf by: Reverend Sally Moring

Designation Chairman

The notes on pages numbered 3 to 11 form part of these financial statements.

**Wendover Parochial Church Council**  
**Notes to the Financial Statements**  
**For the year ended 31 December 2021**

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## **1 Accounting Policies**

The financial statements have been prepared in accordance with S 145 of the Charities Act 2011, and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs. Also in accordance with the Regulations' 'true and fair view' provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Charities SORP (FRS 102)

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

The accounts are reported on an accruals basis, in line with best practice for charities with income over £250,000

### **Funds**

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Unrestricted funds are general funds which can be used for ordinary PCC purposes.

Designated funds are unrestricted funds that have been set aside by the PCC for particular purposes.

Restricted funds represent (a) income from trust or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they are given. Any balance remaining unspent at the end of the year must be carried forward as a balance of that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

### **Incoming Resources**

Planned giving, collections and donations are recognised when received. Tax recoverable on Gift Aid donations is recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross. Funds raised at fund raising events are accounted for gross. St Mary's Centre lettings income is recognised when due. Government and Local Government Grants for Coronavirus Job Retention Scheme and Local Restriction Support Grants are accounted for when legally entitled to the amounts due.

### **Resources Expended**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Any parish share unpaid at the year end is provided for in these statements as an operational (though not a legal) liability and is shown as a creditor in the balance sheet. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

### **Fixed Assets**

Consecrated and benefice property is not included in the accounts in accordance with s10(2) (a) and (c)) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC, and which require a faculty for disposal are inalienable property, listed in the church's inventory which can be inspected (at any reasonable time). Expenditure of less than £2,000 on any individual item has been written off when incurred.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost evenly over the expected useful economic life of assets as follows;

- (a) AV equipment, altar, shed, organ, seating and additional bells - 10 years,
- (b) Lighting and heating equipment - 20 years.

### **Investments**

Investments are valued at market value at the balance sheet date.

### **Current Assets**

Amounts owing to the PCC at the year end in respect of fees or other income are shown as debtors less provision for any amounts that may prove uncollectable.

**Wendover Parochial Church Council**  
**Notes to the Financial Statements**  
**For the year ended 31 December 2021**

2020	2	Analysis of incoming resources						2021
Total funds			Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total £
<b>Income and Endowments from:</b>								
<b>Donations and Legacies</b>								
88,468		Planned giving - Gift Aided		86,784	-	10	-	86,794
6,193		Planned giving - Non Gift Aided		6,204	-	-	-	6,204
7,330		Other Giving-Gift Aided		6,413	3,000	400	-	9,813
1,859		Planned - CAF/Stewardship Scheme		1,500	-	-	-	1,500
2,205		Other giving - Non Gift Aided		1,486	-	670	-	2,156
1,155		Special Collections - All		1,789	24	1,698	-	3,510
23,786		Gift Aid Recoverable		24,363	-	858	-	25,220
1,928		Collections (open plate)		737	-	730	-	1,467
17,425		Grants - all		17,270	-	11,900	-	29,170
3,000		Legacies		-	42,000	-	-	42,000
664		Church boxes		383	-	-	-	383
154,013		<b>Total income from donations and legacies</b>		<b>146,928</b>	<b>45,024</b>	<b>16,266</b>	<b>-</b>	<b>208,218</b>
<b>Income from Church Activities</b>								
9,064		Recharged costs (shop) & Contributions	19	10,250	-	-	-	10,250
45		Recharged costs - other		-	-	-	-	-
10,077		PCC Fees		9,386	-	-	-	9,386
-		Events / Activities-non fund raising		-	-	-	-	-
19,186		<b>Total income from Church activities</b>		<b>19,636</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,636</b>
<b>Other Trading Activities</b>								
78		Sunday Coffee		223	6	-	-	229
-		Other Fund Raising Events / Activities		222	-	1,446	-	1,668
1,132		Church & Centre Hire		2,325	-	-	-	2,325
1,210		<b>Total income from other trading activities</b>		<b>2,770</b>	<b>6</b>	<b>1,446</b>	<b>-</b>	<b>4,222</b>
<b>Investment Income</b>								
721		CBF CE Deposit Accounts & Bank Interest		379	-	1	-	380
721		<b>Total investment income</b>		<b>379</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>380</b>
<b>Other Income</b>								
-		<b>Total other income</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
175,130		<b>Total Income &amp; Endowments</b>		<b>169,713</b>	<b>45,030</b>	<b>17,713</b>	<b>-</b>	<b>232,456</b>

Included in Grant were Government and Local Government Grants for Coronavirus Job Retention Scheme £2,212 (2020 - £4,095) and Local Restriction Support Grants of £nil (2020 - £1,146).

**Wendover Parochial Church Council**  
**Notes to the Financial Statements**  
**For the year ended 31 December 2021**

2020	3 Analysis of outgoing resources		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	2021 Total £
Total funds		Note					
	<b>Expenditure on:</b>						
	<b>Costs of generating funds</b>						
-	Total cost of generating funds		-	-	-	-	-
	<b>Expenditure on Church Activities</b>						
115,822	Ministry: Parish Share		115,763	-	-	-	115,763
23,146	Other ministry costs	5	796	21,772	1,245	-	23,813
9,598	Utilities and Insurance		7,377	-	2,335	-	9,712
4,010	Church running costs		-	-	-	-	-
1,628	Cost of Church services		3,914	-	2,140	-	6,054
595	Communications		-	-	-	-	-
3,738	Repairs		923	-	2,775	-	3,698
3,476	Furniture and equipment		86	-	-	-	86
23,401	Depreciation	8	-	2,579	13,821	-	16,400
23	Junior Church		14	-	-	-	14
1,700	Use of other premises		600	-	-	-	600
280	Training costs		250	-	-	-	250
2,940	Missionary and charitable giving	7	-	24	5,737	-	5,761
5,832	Youth	5	5,909	-	-	-	5,909
48	Sages		-	-	176	-	176
38	Non-fund raising events		-	-	-	-	-
28,540	Support costs	4	25,164	2,179	-	-	27,344
224,815	Total expenditure on Church activities		160,796	26,554	28,229	-	215,579
	<b>Other Expenditure</b>						
502	Miscellaneous		35	-	980	-	1,015
502	Total other expenditure		35	-	980	-	1,015
225,317	<b>Total Expenditure</b>		160,831	26,554	29,209	-	216,594
	<b>4 Support costs</b>						
16,277	Church Running Expenses / Admin support	5	10,771	2,179	-	-	12,950
12,872	High Street Premises	19	14,397	-	-	-	14,397
29,149	<b>Total support costs</b>		25,167	2,179	-	-	27,346

**5 Staff Numbers and Emoluments**

The average number of persons employed during the year was three. An administrator, a youth worker and an Associate Priest; all were part-time. Total wages were £36,955. No National Insurance was paid as the £4,000 employment allowance was not exceeded. No person was paid at a rate exceeding £60,000 per year. No employees are in the NEST pension scheme. Employer contributions to the pension scheme totalled £0. The church is invoiced by the Diocese of Oxford for the Associate Priest's salary

**6 Trustee Remuneration and Expenses**

No member of the PCC received any remuneration for their work on the PCC. The clergy, who are ex officio members, are not remunerated for their service on the PCC. Apart from the reimbursement of costs, no expenses were paid to members.

**Wendover Parochial Church Council**  
**Notes to the Financial Statements**  
**For the year ended 31 December 2021**

**7 Missionary and Charitable Giving**

Our 2021 giving is as set out below:

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total £
Climate Action Wendover	-	-	2,634	2,634
Total	-	-	2,634	2,634

Grants/donations made following special collections/events

Action Aid (memorial collection)	-	-	1,709	1,709
Christmas collections	-	-	1,025	1,025
St Georges	-	-	75	75
Bucks Clergy Charity (visitation services)	-	-	295	295
	-	-	3,104	3,104

<b>Total</b>	<b>-</b>	<b>-</b>	<b>5,737</b>	<b>5,737</b>
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7(a) Global Church Fund (Designated). The balance remaining in the Global Church Fund at 31 December 2021 stands at £622

**2020 8 Tangible Fixed Assets**

		Organ £	A V Equipment £	Bells £	New Lights and heating £	Altar, Shed and Seating £	2021 Total £
<b>Cost or valuation</b>							
421,484	At 1 January 2021	39,587	17,985	28,762	272,135	63,015	421,484
-	Additions	-	-	-	-	-	-
-	Disposals/write-off	-	-	-	-	-	-
<u>421,484</u>	At 31 December 2021	<u>39,587</u>	<u>17,985</u>	<u>28,762</u>	<u>272,135</u>	<u>63,015</u>	<u>421,484</u>
<b>Depreciation</b>							
259,214	At 1 January 2021	39,587	16,182	28,762	136,060	62,024	282,615
23,401	Charge for year	-	1,803	-	13,606	991	16,400
-	Disposals/write-off	-	-	-	-	-	-
<u>282,615</u>	At 31 December 2021	<u>39,587</u>	<u>17,985</u>	<u>28,762</u>	<u>149,666</u>	<u>63,015</u>	<u>299,015</u>
<b>Net Book Value</b>							
162,270	At 1 January 2021	-	1,803	-	136,075	991	138,869
138,869	At 31 December 2021	-	-	-	122,469	-	122,469

**Wendover Parochial Church Council**  
**Notes to the Financial Statements**  
**For the year ended 31 December 2021**

**9 Investment Assets**

	Note	Restricted Funds £	Endowment Funds £	2021 Total £
<b>Fixed Asset Investments</b>				
Market value on 1 January 2021	9 (a)	17,431	220	17,651
Net gain/loss on revaluation		962	31	993
Market value on 31 December 2021		<u>18,393</u>	<u>251</u>	<u>18,644</u>

**Analysis of Investments**

**Restricted Funds**

Dorothy Rance Fund - 233 units in CBFCE investment fund  
Wendover C of E School Trustees Fund - 4,309.93 units in CBFCE investments fund-note 9(a)  
Churchyard Care Committee - 261 units in CBFCE investment fund  
*(Investment income goes directly to Churchyard Care Committee bank account)*

Market Value at 31/12/21 £	Income from investments in 2021 £
5,456	-
6,825	-
6,112	-

**Endowment Fund**

Brown Trust 10.73 units in CBFCE investment fund

251	-
<u>18,644</u>	<u>-</u>

9(a) In 2014 signatories of the accounts holding funds in the name of the 'Trustees of Wendover Controlled Middle School' agreed that the PCC should take responsibility for the conduct of those accounts. This was agreed by a PCC resolution in September 2014. Mandates to that effect came in to place in 2015 and the funds have now been brought into these accounts. The funds are included in Restricted Fund 'Wendover C of E School Trustees'.

**2020 10 Short Term Deposits (CBFCE)**

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	2021 Total £
£						
69,668	Legacies	5,318	34,218	30,169	-	69,705
500	Barlow Legacy	-	-	500	-	500
94	Brown Trust	-	-	94	-	94
<u>70,262</u>	<b>Total</b>	<u>5,318</u>	<u>34,218</u>	<u>30,763</u>	<u>-</u>	<u>70,299</u>

Bank balances over £500 in the NatWest Current Account are automatically transferred to the NatWest Business Reserve Account. Where a PCC fund has substantial monies that are of a short term nature, these are placed on deposit with the Central Board of Finance of the Church of England (CBFCE). A General Deposit Account was opened in December 1999 to cover previously uninvested funds and maximise returns from this source.

**2020 11 Cash at Bank and in Hand**

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	2021 Total £
£					
7,427	NatWest Bank	15,997	-	722	16,718
72,895	CAF Bank	33,673	41,397	21,085	96,155
672	Flower Fund Bank Account	-	-	1,012	1,012
29	Flower Fund Cash	-	-	29	29
1,122	Bell ringers (Harpenden B Soc)	-	-	1,163	1,163
75	Bell ringers Cash	-	-	75	75
-	Fees A/C Retention	-	-	-	-
100	High Street Petty Cash	100	-	-	100
42	Youth and SAGES Cash	-	-	51	51
<u>82,362</u>	<b>Total cash at bank and in hand</b>	<u>49,770</u>	<u>41,397</u>	<u>24,136</u>	<u>115,303</u>

11(a) The PCC approved the opening of CAF Bank Cash and Gold accounts in 2016 to enable the use of on-line banking with dual signatories. It is also hoped to reduce the possibility of bank charges, implied by NatWest Bank, in the future.

**Wendover Parochial Church Council**  
**Notes to the Financial Statements**  
**For the year ended 31 December 2021**

**12 Debtors and Prepayments**

	Note	2021 £	2020 £
Amounts falling due within one year			
Expenses Prepaid		2,973	2,893
Accrued income-Gift Aid Reimbursement		1,026	830
Fees		2,461	-
Recharges		61	61
Shop contribution to costs		-	792
Centre and Church Hire		658	353
<b>Total</b>		<b>7,179</b>	<b>4,929</b>

No amounts were due in more than one year

**13 Creditors and Accruals**

	2021 £	2020 £
Grants awarded after Christmas collections but not paid at year-end	2,060	1,035
Owed or accrued for costs incurred	10,834	8,891
<b>Total</b>	<b>12,894</b>	<b>9,926</b>

**2020 14 Analysis of Net Assets - by Fund**

			Unrestricted Fund £	Designated Funds £	Restricted Funds £	Endowment Funds £	2021 Total £
138,869	Tangible Fixed Assets	8	-	-	122,469	-	122,469
17,651	Investment Fixed Assets	9	-	-	18,393	251	18,644
	<b>Current Assets</b>						
70,262	Short Term investments (CBFCE)	10	5,318	34,218	30,763	-	70,299
82,361	Bank and Cash in Hand	11	49,770	41,397	24,136	-	115,303
4,929	Debtors and Prepayments	12	6,382	-	797	-	7,179
(9,926)	Creditors falling due within one year	13	(6,129)	(1,929)	(4,836)	-	(12,894)
<b>304,146</b>	<b>Total</b>		<b>55,341</b>	<b>73,686</b>	<b>191,722</b>	<b>251</b>	<b>321,000</b>



**Wendover Parochial Church Council**  
**Notes to the Financial Statements**  
**For the year ended 31 December 2021**

**15 Statement of Funds**

	Fund balances brought forward	Incoming Resources	Resources Expended	Gains/losses and transfers	Fund balances carried forward
	£	£	£	£	£
<b>Unrestricted Funds</b>					
Global Church	622	24	24	-	622
Fabric Fund	8,455	6	2,178		6,283
Legacies Fund	44,941	42,000	20,160		66,781
Ministry Development Fund	1,192	3,000	4,192		-
<i>Total Designated Funds</i>	<u>55,210</u>	<u>45,030</u>	<u>26,554</u>	<u>-</u>	<u>73,686</u>
General Fund	46,459	169,713	160,831		55,341
<i>Total Unrestricted Funds</i>	<u>101,669</u>	<u>214,743</u>	<u>187,385</u>	<u>-</u>	<u>129,027</u>
<b>Restricted Funds</b>					
Wendover C of E School Trustees Fund	8,218	-	-	(486)	7,732
Bell Ringers Fund	1,197	1,021	980		1,238
Church Refurbishment Fund	136,290	-	13,821		122,469
Churchyard Care Committee	5,892	-	-	765	6,657
Dorothy Rance Fund	4,808	-	-	683	5,491
Fabric Fund	13,533	9,000	5,110		17,423
Climate Action Wendover	-	3,413	2,634		779
Flower Fund	2,237	340	-		2,577
High Street Fund	-	-	-		-
Legacies Fund	23,207	-	-		23,207
Ministry Development Fund	1,245	750	1,245		750
Sages Fund	1,127	86	176		1,037
Special Collections Fund	-	3,103	3,103		-
Special Purposes Fund	4,380	-	2,140		2,240
Brown Trust	122	-	-	-	122
	<u>202,256</u>	<u>17,713</u>	<u>29,209</u>	<u>962</u>	<u>191,722</u>
<b>Endowment Fund</b>					
Brown Trust	220	-	-	31	251
<b>Total of all Funds</b>	<u><u>304,145</u></u>	<u><u>232,456</u></u>	<u><u>216,594</u></u>	<u><u>993</u></u>	<u><u>321,000</u></u>

**Wendover Parochial Church Council**  
**Notes to the Financial Statements**  
**For the year ended 31 December 2021**

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**16 Fund Details**

**Unrestricted**

General Fund	Main transaction fund for PCC operations
Global Church - Designated	Money set aside by PCC for mission and charitable giving
Flower Fund - Designated	Money set aside by PCC for the purchase of flower pedestals
Fabric Fund - Designated	Money set aside by PCC for fabric (of the church) purposes
Legacies Fund - Designated	Legacies with no specific instructions as to use
Ministry Development Fund - Designated	Money set aside by PCC to support Ministry Initiatives of St. Mary's & St. Michael's

**Restricted**

Wendover C of E School Trustees Fund	To be used for the benefit of the school
Bell Ringers Fund	Fund maintained on the PCC's behalf by the bell ringers with their own building society account. Transactions assigned to the Bell Ringers Restricted Fund
Church Refurbishment Fund	Church refurbishment projects
Churchyard Care Committee	Income from investments goes direct to Churchyard Care Committee
Dorothy Rance Fund	Support for costs for floral arrangements
Fabric Fund	For expenses relating to the fabric of the Church, including insurance
Flower Fund	Fund maintained on the PCC's behalf by the Flower Arrangers with their own bank account. Transactions are assigned to the Restricted Flower Fund which has been set up to support the cost of floral arrangements.
High Street Fund	To further objectives of High Street project
Legacies (Fabric) Fund	Legacies given specifically for fabric and furniture
Ministry Development Fund	To support Ministry initiatives of St. Mary's & St. Michael's
SAGES Fund	SAGES, with PCC approval, manage their own petty cash expenditure. Donations received at SAGES meetings are banked in the main PCC bank account and the petty cash float is periodically topped up by the PCC. All transactions are assigned to the SAGES Restricted Fund.
Special Collections Fund	Collections for special causes pass through this fund
Special Purposes Fund	Funds donated for special purposes
Brown Trust	Unspent income from endowment fund
Agent Fund	PCC acting as agent - no transactions shown in PCC accounts
<b>Endowment Fund</b>	
Brown Trust	Capital invested by the Diocese: Income for specific work in churchyard

**17 Related Party Transactions**

- a** Aggregate donations from Trustees of the PCC totalled £13,204.
- b** The Parochial Church Council of the Ecclesiastical Parish of Wendover (PCC) is the ultimate controlling party of St. Mary's (Wendover) Limited (The Company). St. Mary's (Wendover) Limited is a trading company which sells and promotes fairly and ethically traded products from 'Just' on the High Street. During the year, the PCC charged the company £15,058 (2020 - £8,421) for services including rent and other running costs. Also during the year, the company made donations of £9,467 (2019 - £8,699).

**18 Insurance**

Buildings and contents sum insured is £12,880,000. There is a £1,000 excess on a number of items.

**Wendover Parochial Church Council**  
**Notes to the Financial Statements**  
**For the year ended 31 December 2021**

**19 St Mary's (Wendover) Ltd**

The PCC holds the lease on premises in Wendover High Street. Part is used for parish administration and a convenient point of contact for parishioners. The majority is effectively sublet to JUST, a shop run by volunteers. JUST is run on lines which the Church can endorse, particularly Fair Trade, though the PCC has no control over detailed trading policy on purchases or sales. The shop's activities are not presented as a charity, faith, Christian or Anglican venture, and are therefore not included in the PCC accounts. However in recent years the shop has generated cash making possible, contributions to St. Mary's PCC for general purposes. In 2021 a contribution of £15,058 was made.

**High Street Premises Costs paid by St Mary's**

	<u>2021</u>	<u>2020</u>
	£	£
Rent	9,600	9,602
Buildings Insurance	481	401
Utilities	1,059	654
Telephone	1,398	1,236
IT equipment	1,055	0
Maintenance/Equipment	804	719
	<u>14,397</u>	<u>12,612</u>

**20 Reserves Policy**

The PCC's Reserves Policy is to have a reserve equivalent to two months general running and salary costs, plus an additional months salary costs in the General Fund. This is equivalent to £30,000 including Parish Share. At year end the General Fund reserve stood at £55,239. The General Fund exceeded the Reserves Policy as future are expected towards sound attenuation works in 2022/23 due to the impact of HS2

A part-time Associate Priest joined St. Mary's in November 2019, commencing a 3-year contract. Annual costs are expected to be £23,000. This is to be funded primarily by the 'Ministry Development Fund' and 'Designated Legacy Fund'. The cash balances of these two funds at year end were £750 and £66,781 respectively.

The 2017 Quinquennial Inspection declared the church to be in good condition with few 'urgent works' required. The Lady Chapel roof is in need of repair. The intention is to address this in conjunction with work required to alleviate the detrimental consequences of HS2.

**21 Obligations under Operating Leases**

**(a) St. Mary's has a lease which runs to 2024 on 11c, High Street, Wendover.**

	£
within one year	9,600
2-5 years	9,600
over 5 years	-

**(b) Photocopier-Lease (including insurance)**

	£
within one year	671
2-5 years	335
over 5 years	-

## Wendover Parochial Church Council - St. Mary's Church

Registered Charity No: 1131299

### Independent examiner's report on the financial statements for the year ended 31 December 2021

#### Independent examiner's report to the PCC of St. Mary's, Wendover

I report on the accounts of the church for the year ended 31 December 2021. The financial statements are made up of the Statement of Financial Activities, Balance Sheet and notes to the accounts on Pages 1, 2 and 3 to 11 respectively.

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

As members of the PCC you are responsible for the preparation of the financial statements; you consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('the Act') and that an independent examination is required.

It is my responsibility:

- § to examine the financial statements under section 145 of the Act,
- § to follow the procedures laid down in the general direction given by the Charities Commission under section 145(5)(b) of the Act, and
- § to state whether particular matters have come to my attention.

#### Basis of this report

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

#### 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:

- § accounting records were not kept in respect of the church as required by section 130 of the Act; or
- § the accounts do not accord with those records; or
- § 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 examination.

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.

  
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Date: 27th April 2022

Gavin Styles FCCA  
Chapel Lane  
High Wycombe  
HP12 4BJ