

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PETER CHIPPENHAM

England & Wales · Charity number 1131473

Details

Other names ST PETER'S PCC CHIPPENHAM

Status Registered

Legal form Previously excepted

Registered 2009-09-02

Register [View on the Charity Commission register](#)

Contact

Address Parish Office
St Peter's Church
Lords Mead
Chippenham
Wiltshire
SN14 0LL

Phone 01249461678

Email office@saint-peters.org.uk

Website www.saint-peters.org.uk

Activities

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

Activities: Ministry to the Parish of St Peter ChippenhamPromoting the sharing of the Christian FaithOutreach to local community

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Wiltshire

Finances

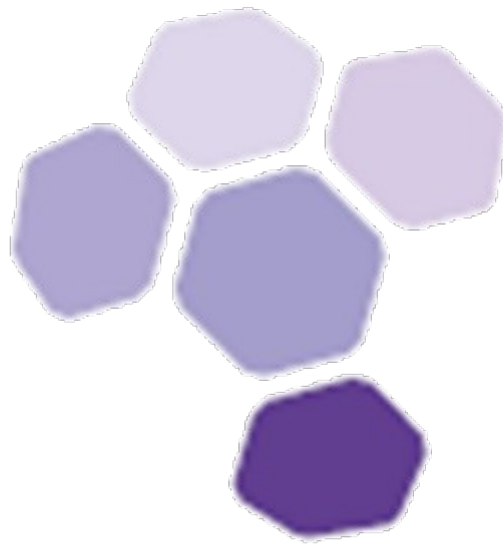
Period end	Income	Expenditure	Assets	Employees
2025-12-31	£128,158	£170,156	-	-
2024-12-31	£122,627	£121,296	-	-
2023-12-31	£103,992	£106,872	-	-
2022-12-31	£215,567	£197,192	-	-
2021-12-31	£103,299	£96,231	-	-
2020-12-31	£92,868	£93,484	-	-

Trustees

Name	Role	Appointed
Rev Simon David Dunn	Chair	2024-02-22
Ann Dunn		2025-05-04
CHRISTOPHER GOUGH		2022-01-01
Cordula Hurcum		2026-05-24
DAPHNE PATHENA BRINDLE		2011-10-20
Gillian Perkins		2024-06-06
Margaret Ann Hall		2026-05-24
Margaret Perthen		2025-05-04
Matthew Charles Hurcum		2020-10-18
Nigel Alfred Fuller BA Hons		2023-04-04
Philip godfrey		2025-05-04
Rev Christina Lynne Godfrey		2024-06-06
Rev Jason Dean Lee		2024-07-07
Susan Valerie Burt		2020-10-18

Accounts

**AGM/APCM REPORTS
ST PETER'S CHURCH, FROGWELL
FOR YEAR 2025**
(Registered Charity No 1131473)



***Journeying together to share our Christian
faith and the love of God with all'***

May 2026

TABLE OF CONTENTS

INTRODCTION BY REVD SIMON DUNN, PRIEST-IN-CHARGE

PCC ANNUAL REPORT TO THE APCM

Appendix A – FoodBox Report

Appendix B - Electoral Roll Report

Appendix C - Church Warden's Fabric Report

Appendix D - Pastoral Care Report

Appendix E - Financial Report & accounts

Appendix F - Free Will Giving Report

Appendix G- Safeguarding Report

INTRODUCTION

From a ministry perspective 2025 involved a lot of “tilling of the ground” and “tending the vine” and we have seen some development and growth already with community connections, Messy Church restarting, weddings and baptisms in church. We started with the repositioning of FoodBox from the church space into the old yellow room. This, along with our developing community presence is a foundation block on which 2026 and beyond will be built as we grow into a St Peter’s Church space that is accessible, welcoming, and used.

Perhaps the biggest achievement we have shared is the starting, if not completing within the year, the work on our St Peter’s window. Although I have only been here 2 years, I already share the love of St Peter’s as well as the frustration of a building that keeps throwing up unwanted issues to be sorted. Although just a building, the concrete structure is an integral part of our presence and ministry in the parish.

We have founded ourselves on prayer, supported by our weekly Sunday morning open prayer meeting before each service and have consolidated our work with St Peter’s School, the Mission Area in Chippenham and our seasonal interactive activities.

It has been wonderful to see the flexibility and understanding of a worshipping community involving themselves in new things and difference as well as coping with a large part of the autumn and winter being outside of the church space as works commenced and continue.

Thank you for your diligence, understanding, support, assistance, persistence, and commitment to a local church community that the community needs to succeed and flourish.

God Bless you all

Si

Revd Simon Dunn

Priest-in-Charge

Annual Report 2025 of the Parochial Church Council of St Peter's Church, Frogwell

"I am the vine; you are the branches. The one who remains in me and I in him produces much fruit, because you can do nothing without me." John 15;5

Aim and Purposes

St Peter's Parochial Church Council (PCC) and the Priest-in-charge, Reverend Simon Dunn shared the responsibility of promoting the whole mission of the church: pastoral, evangelistic, social and ecumenical in the ecclesiastical parish of St Peter's, Frogwell. Whilst maintaining traditional aspects of worship, we are embracing new initiatives to allow the church to grow not simply numerically, but in spiritual depth. Work is in train to combine St Peter's with the parish of Lacock with Bowden hill in a single benefice. This report reflects the PCC's specific responsible for the maintenance of St Peter's Church and Community Centre, Lords Mead and reflects our faith that this branch will continue to bear fruit and flourish as we continue in our Christian 'journey together to share the love of God with all'.

Objectives

Any person is welcome to worship at our church and to become part of our community. Our site brings people together for Christian worship, education and fellowship from diverse Christian cultures, including liberal, evangelical, sacramental/catholic and charismatic traditions or none.

Led by the priest-in-charge, church wardens, and leadership team, the PCC maintain an overview of life at St Peter's Church to better serve our wider community. Acts of worship include prayer and scripture, music, sacrament, preaching and interaction. In our other activities, we seek to enable ordinary people to live out their faith as part of our Christian community through:

- Worship, prayer; and discipleship for children and adults
- Partnerships with our C of E Academy, Lordsmead Playgroup, hirers, churches, charities
- Pastoral care and social action for people of church and parish, including our FoodBox ministry.
- Mission and outreach work.
- Stewardship of St Peter's physical, financial & human resources, especially the Church Community Centre.

Achievements in 2025

- Maintenance of a rich and varied pattern of worship.
- Continuance of periodic joint parish services to prepare them for a future within a single benefice

- Sustaining new worship communities through Sunday prayer sessions, life groups and a trial relaunch of Messy Church.
- Deepening relationships with the adjacent Academy and its new governing body, the Blue Kite Academy Trust, whilst sustaining worship & governance support both to the school and Lordsmead Playgroup.
- Establishing a new relationship with the local Middlefield Care Home.
- Obtaining Diocesan Advisory Committee and the Chancellor's agreement to the replacement of the Peter Window using an alternative material – aluminium and double-glazed units - to solve that localised concrete cancer issue and remove the threat to the Roper glass.
- Letting the contract to DM Windows and the subsequent successful extraction of the existing mullions and Roper glass in October.
- Obtaining a diocesan grant of £7K towards the costs of the window replacement due to the eco-benefits to be derived.
- Maintaining and enhancing of facilities through a programme of maintenance and repairs, including insurance covered repairs to the ladies' toilets opposite the meeting room following a burst underground pipe.
- Successfully transitioning the FoodBox project into its dedicated space in the Yellow Room, freeing the worship space for other activities whilst enhancing the projects operations.
- Continuing Footbox's' weekly doorstep deliveries to some 119 households which was only possible with the support of 59 volunteers. **(A separate report on FoodBox operations in 2025 is at Appendix A)**
- Commitment of our Pastoral Support to those in need, physically, spiritually or psychologically.
- Maintaining positive partnerships with all hirers & users of Church & Centre community centre.
- Fully meeting our Parish share through rental income and the congregation's continuing generosity via planned giving in its various forms.
- Providing financial support, with other Chippenham Anglican parishes, for the new Deanery Youth Worker.

Activity in 2025

Worship and prayer

Simon, with the support of our associate minister Rev Lynne Godfrey and curate Rev Jason Lee, has offered a range of services on a weekly, monthly and seasonal basis at St Peter's:

- a service of Holy Communion with sermon and hymns on Wednesdays at 10am offered a welcome community for 30 people at a time.
- on Sundays a weekly 10am Parish Communion attended by some 46 people.
- Pre Communion prayer sessions in the Lady Chapel on Sundays
- The reintroduction of a Christingle Service entwined with a Nativity Extravaganza

- Monthly school assemblies in the church space and fortnightly class assemblies within the school itself

In 2025, following a full revision of the Electoral Roll, there were 82 parishioners recorded. The latest roll shows some 82 listed. **A full report is at Appendix B.** Attendance at services at Easter stood at 78 and Christmas at 106.

The Kingfisher Messy Church initiative was reintroduced on a trial basis for one event in October to test the water and assess opportunities for wider collaboration across the town's Anglican churches as part of the Deanery Mission Plan. In this it was supported by the new Deanery Youth Worker, whose expenses we help to fund.

Relations with the St Peter's Academy have continued to deepen, by sustaining the monthly services in church, special experience days such as the Escape Room hosted at Easter, and class assemblies on a fortnightly basis. The relationship with the Lordsmead Playgroup has also remained strong. Unfortunately, the work connected with the removal of the Peter Window has denied the use of the worship space for these purposes, resulting in a hopefully short interruption to the services provided.

Support for the LIGHT service for people with special needs each month, led by an ecumenical team under Simon's leadership, has been maintained with attendance of 20-30. Again, loss of the worship space has resulted in a change of venue within the church complex.

There were 2 weddings in the church, and we read banns for weddings for 7 couples in all. There were 2 baptisms and 4 funeral services conducted in the church in 2025.

Cornerstone Project

The PCC this year maintained its focus on solving the major concrete cancer issues relating to the Peter Window with the aim of removing it from the agenda by the close of 2025. A fortuitous fall of concrete in April helped to convince the Diocesan Advisory Committee of the need for urgent action. This resulted in an urgent meeting that ultimately fast tracked a joint solution via an emergency faculty on health and safety grounds. More detail on this is contained in the **Fabric Report of the Church Wardens at Appendix C.** Whilst this solves the most significant concrete cancer issue in the church, other instances exist throughout the complex in precast elements. These will continue to be closely monitored, and action taken when resources allow. However, it should be acknowledged that expenditure on the Peter Window has significantly depleted the overall resources available to us for these continuing tasks.

Partnerships and Centre Users

The Lordsmead Playgroup has maintained its operations in both the Hall, Harris Room and the meeting room when required. It had 80 children enrolled in 2025 and has expanded its hours to meet community demand.

The 'Distinctively Christian' input to St Peter's C of E Academy was maintained with Collective Worship in the church led by clergy and full participation in the governance of the academy.

Our hirers have included CLOGs, WWT, parents & toddlers, uniformed groups and exercise classes as well as family and community events. The use of our facilities by the diocese has reduced as the frequency of synods has declined over the year as a legally specified minimum number of meetings has been removed. It is unfortunate that this occurred at a time when our full complement of synod representatives was achieved this year after a long period of decline.

To simplify administration, we have now adopted a policy of annual increases to rental charges based on the Consumer Price Index to reflect the impact of inflation.

Pastoral care

A separate report on our pastoral care activities have been submitted for the APCM (Appendix D). Other groups who contribute to our pastoral support, such as Friendship Lunch and the Ladies Guild, men's activity over meals, coffee and walking; and the Choir remain active. Other pastoral initiatives included the church BBQ, and harvest lunch funded by donations.

Mission

In a continuing demonstration of our faith, we responded directly to need again this year. The cost-of-living crisis has not abated this year and our award-winning FoodBox initiative remains very active. We also maintained support for many charities: Leprosy Mission, Christian Aid, the Ripple Effect, Sightsavers, DEC Myanmar, Macmillan Nurses, Water Aid and Wiltshire Historic Churches Trust, donating nearly £3400. Our Friendship Lunches also provided a much-needed source of fellowship and companionship to help combat social isolation within the local community and provide support and nurture.

Ecumenical Relationships

The church remains a participating member of Chippenham Churches Together (CCT). It had been hoped that the Chippenham Mission Area Plan might serve to reinvigorate matters with its various initiatives, but its own activities have been slower than expected to launch, primarily due to extended clergy vacancies in the town and wider deanery. As a result, CCT has yet to become as active as in previous years. In July we were delighted to welcome the whole of St Mary's RC Primary School to the church as part of their contribution to the Catholic Church's Worldwide Jubilee of Hope.

Volunteers

We could not function and offer community support to the extent that we do without the hard work and dedication of our many volunteers. We have yet to relieve fully the burden placed on them by expanding the number of those able and willing to actively support events and initiatives. We need to bend our efforts to this end again in 2026 to sustain our welcoming and friendly character. This will come as we grow and encourage others to participate in that burden sharing. With that increase in capacity, and a positive attitude to change and trying new things, we can do much. We greatly appreciate all that you do, from administrators, rota members, cleaners, flower-ladies, sacristy/servers, the PA team, welcomers, music & arts, treasury and other unnamed contributions essential to our

common life in Christ. To all our volunteers we offer our gratitude and most sincere thanks.

Charitable Status

The PCC takes note of the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion in setting the framework of its public accountability.

Financial Review

A full **Financial Report together with Audited Accounts for 2025** have been submitted and are incorporated at **Appendix E**. These represent the translation of church activities into financial terms. The **Freewill Offering Report is at Appendix F**.

We have maintained our policy of keeping a £8,000 minimum reserve in line with Diocesan and Charity Commission guidance and met our Parish Share gift to the diocese. As we now share our Ministry costs with Lacock and Bowden Hill, the sum asked of us is lower than in previous years and thereby more sustainable. This allows us to achieve more in other areas of activity and is of especial significance given the increasing cost of utilities, maintenance and services necessary for the life of the complex.

Structure, governance and management.

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity. The method of appointment of PCC members is set out in the Church Representation Rules. At St Peter's the membership of the PCC consists of the clergy, churchwardens, any licensed lay minister, deanery synod representatives and members elected by those members of the congregation who are on the electoral roll of the church. All the baptised who attend services at St Peter's are encouraged to register on our Electoral Roll and are welcome to stand for election to the PCC.

PCC members are responsible for making decisions on all matters of general concern and importance to the church and parish. New members receive initial briefing and support as to the workings of the PCC and sign standard terms of reference. All are required to undertake the national church's mandatory safeguarding training.

Officers of the PCC include a church warden, treasurer, and parish secretary and they are ably assisted by other members of the Leadership Team, that in addition to clergy, can consist of other nominees of the PCC each year.

Given its wide responsibilities, the PCC has various ways of dealing with particular aspects of parish life. Groups and individuals address worship, safeguarding, Cornerstone, finance, premises, outreach and pastoral issues, all responsible to the PCC and reporting back to it as necessary.

The PCC and the Leadership Team each met 6 times in 2025. The AGM/APCM was held on 4th May 2025.

Deanery Synod

The church had three Deanery Synod representatives during the year. As previously stated, synods have reduced this year to only 2 and consisted primarily of information exchanges of wider issues such as the eco church initiative and updates on the Mission Area Plan. As a result, no separate Deanery Synod report has been prepared on this occasion.

Safeguarding

Safeguarding and Inclusion informs all aspects of our ministry at St Peter's as we have 'due regard' to the House of Bishops' guidance. Information of who to contact in case of a Safeguarding Concern, or for advice about procedures and good practice in the parish and the diocese, is published in the foyer of the Church. St Peter's operates with a Parish Safeguarding Officer (PSO), Bev Webb, who has continued in her active support of the church's effective governance despite personal health challenges. Her assistant, Joan Taylor-Gunston resigned this year and was replaced by Daphne Brindle. We are grateful for the service of both in support of Bev. Caroline Masters continued as our DBS Validator.

St Peter's PCC has agreed policy guidance for parish safeguarding, safer recruitment, and response to safeguarding concerns or signs of domestic abuse. The PCC has also adopted the national statement of the House of Bishops 'Promoting a Safer Church; safeguarding policy statement' in our parish safeguarding policy. Safeguarding is a standard item on all PCC agendas. **(A safeguarding report for the APCM is at Appendix H).**

St Peter's PSO inputs to the Parish Safeguarding Dashboard to monitor performance and progress against national standards and requirements. Progress continues and all indicators are currently 'green'. All PCC members have completed or renewed the mandatory basic and foundational training on safeguarding. There is no place for complacency in this area and, as wider safeguarding policy develops, so we shall continue in our work to achieve a healthy and supportive worship environment bearing in mind Proverbs 11:14:

'Where there is no guidance, a people falls, but in an abundance of counsellors there is safety'.

Administrative Information

St Peter's Church is situated at Frogwell, Chippenham. It is part of the Diocese of Bristol within the Church of England. The correspondence address is St Peter's Church, Lords Mead, Chippenham SN14 0LL. The PCC is a body corporate (PCC Powers measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission (Reg No. 1131473)

PCC members who served at any time from 1 January – 31 December 2025:

Ex-Officio members:	
Priest in Charge:	Revd. Simon Dunn
Associate Minister	Revd. Lynne Godfrey
Curate	Revd. Jason Lee
Church wardens:	Mrs Vivienne Fuller Mr Phil Godfrey (from May 25)
Deanery Synod representatives:	Ann Dunn (from May 25) Margaret Perthen (from May 25)
Elected members:	Mrs. Daphne Brindle (Deputy Chair) Mrs Sue Burt Mrs Elisabeth Davies Mr. Ivan Hurcum Mr Matthew Hurcum (Treasurer) Mr. Christopher Gough Mrs Gill Perkins
Co-opted Member	Nigel Fuller (Secretary) Bev Webb (Safeguarding Officer)

Approved by the PCC and signed on their behalf by Revd. Simon Dunn (PCC Chair)

Revd. Simon Dunn

April 2026



Review of 2025

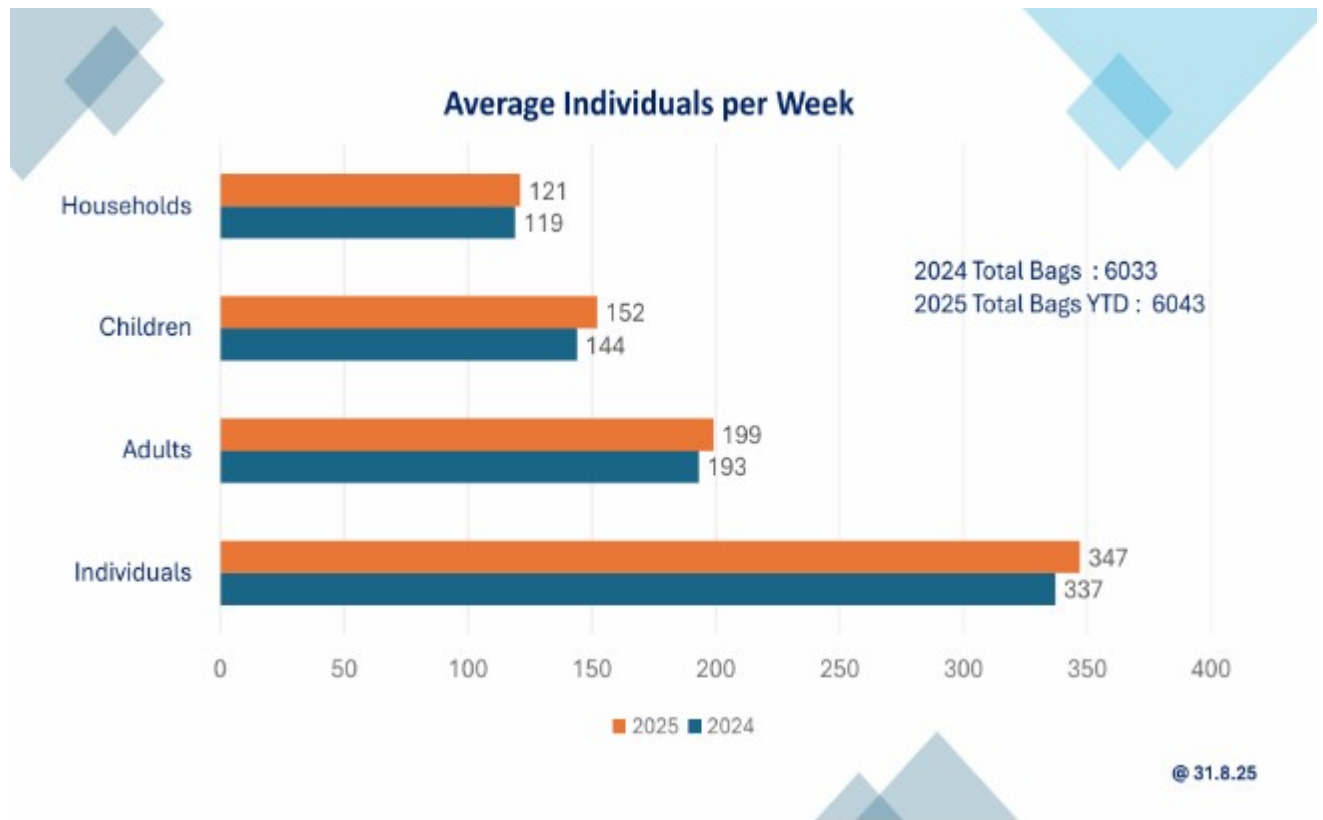
Background:

The FoodBox project collects surplus food from local stores, supplements this with purchased food, and distributes to those in need throughout the area. The project runs under the auspices of the PCC and operates in partnership with the wider community across Chippenham and its surroundings. It is wholly run and supported by volunteers from many churches across the area, as well as volunteers from the local community with no church affiliation. This review summarises activity across 2025 as submitted to the PCC.

2025 Household Review – Data on Current Households

2024	2025
6033 Food Parcels	6043 Food Parcels
504 Average Food Parcels per month	504 Average Food Parcels per month
55% Households with Children	56 % Households with Children
45% Adults only	44 % Adults only
Waiting List Average 20	Waiting List Average 7
Emergency Bags YTD: 66	Emergency Bags : 76

* 2025 there was no formal waiting list from August 2025



2025 Household Review - New Criteria

- New Criteria for new recipients – 6 months maximum support
- Household advised when added to the weekly list
- Notice or review with household will be applicable at 5-month point
- Once current review complete of existing households, will consider advising of six months notice dependent on length of time on our list to ensure waiting list is at a minimum
- This new process and review of existing households has meant we no longer have a waiting list 😊

2025 In Summary

- Successful move to new FoodBox Room with the support of St. Peter's Church & CBLC
- Delivering 6043 bags across Chippenham
- Supporting on average 347 individuals weekly
- 76 emergency bags – a record number this year
- 884 Collections from our supplier partners
- 3 Morrison Donation Events
- 4 Successful Grant Applications
- Increase in donations including monthly individual gifts
- Reduce waiting list by adding formal review process & six-month review for new recipients



**REPORT ON THE ELECTORAL ROLL
FOR
ST PETER'S, FROGWELL
AGM/APCM 2025**

In 2025 we had a completely new electoral roll, this is in line with every Church of England church. This roll will last for 6 years when it will be refreshed again. During the intervening years we report on the increase or decrease in the number of members on the roll.

Unlike last year, there is no contact made with existing members, we simply advertise that the roll will be reviewed and anyone wishing to join (or leave) can do so before the closing date. This year the roll was reviewed between 12/04/2026 and the 09/05/2026.

Following the review, St Peters now has an electoral roll of 82 people. During the year we have had 3 new people join the electoral roll, but unfortunately 3 of our members have sadly passed away. As such, our total electoral roll has remained the same as last year's total of 82.

Of the 82 people on the roll, 59 people are a member of the Church of England or of a Church in communion with the Church of England and resident in the parish. This value represents 72% of the members.

In line the Church of England rules, the full list of people, (names only), has been posted in the narthex since 9th May 2026.

**Mr Christopher Gough
Electoral Roll Officer**

10 May 2026

APCM CHURCH WARDEN'S (PREMISES) REPORT: INCLUDING CORNERSTONE – 2025

Introduction

This is the first time in a number of years that it has been possible to deliver a report from two church wardens. The movement in the apostrophe in the title is therefore both significant and a welcome sign of increased teamwork. The ability to share the burden of caring for this church and community complex, which creates many and varied challenges, has been very welcome. There is a reason we refer to it as a complex! It has been a privilege and a pleasure to work together over the last 8 months, along with a small but willing team of helpers, to keep this valuable spiritual and community space operational and available to all.

The Peter Window

From the gaping hole where the Roper glass and its rotting mullions once stood, it is perhaps unnecessary to say that our problems with solving the church's concrete cancer issues have again dominated our activities. This was made all the more unavoidable by a fall of concrete from one of the mullions in April created a major health and safety issue, both internally and externally. It also had the beneficial effect of creating a greater sense of urgency at the Diocese in addressing our concerns and in identifying an affordable solution.

You will recall that, following our feasibility study into alternative materials to concrete, the Chair of the DAC was consulted on the options and agreed that the curtain wall solution offered the best prospect of success. We were pursuing this further at the time of the concrete failure, with a variety of commercial contractors capable of meeting the requirement. A number of approaches to companies by both the DAC Chair and the church succeeded in identifying only 2 contractors willing to bid. One of these submitted an estimate that was deemed unrealistic and with a high level of financial risk. The other more closely approximated the church's available financial resources. Their original proposal to replace the Roper glass in purpose-built frames, matching the current configuration and colour, was quoted at £171,000 VAT inclusive. This was still considerably above the church's available budget of £100K, reflecting the bespoke nature of the frames to accommodate the glass and specialist conservator costs. In further discussions the company proposed that the Roper glass be removed and stored until displayed elsewhere in the church at a later date and that the existing window be replaced by a standard frame in the same formation of panels as now but using commercial plain/frosted glass double glazed units. Specialist conservators would not be employed to further constrain costs. This would cost £117,000.00 VAT inclusive. If assured of recovering the VAT from the Listed Places of Worship Grant Scheme this could achieve the target price. The proposal was put to the DAC on 13 Feb 2024 and, whilst the aluminium or steel framing proposal was

supported, their strong preference was still that this should be with the Roper glass in situ. At its February meeting the PCC agreed to press ahead with this potential solution.

Following the sudden concrete collapse, the Leadership Team met with representatives of the diocese on 8th April to discuss the way ahead. The meeting was very constructive, and all parties agreed that this was now a critical health and safety issue and threat to the Roper heritage glass. The Diocese agreed to seek a meeting with the Chancellor to gain his views on an emergency faculty to remove the mullions and glass and replace them with the final DM Windows proposal for an aluminium frame. The emergency faculty was issued with certain conditionalities applied with the timescales for their achievement. Whilst this was sometimes a fraught process, the requirements were met and the PCC formally approved the DM Windows proposal in April. This allowed work to be progressed whilst awaiting a confirmatory faculty from the Chancellor.

The Contract with DM Windows was signed in August with the deposit being paid. Further payments are due on delivery of the window with a 20% retention of contract value to ensure all is well until final payment. The organ was wrapped by Nicholsons in September to protect it from dust and will be retuned as part of that £2K contract once the new window is in place. External scaffolding was erected in September with internal scaffolding following in October. The work to demolish the mullions and extract and store the glass progressed through October and, whilst there were inevitably a few breakages, none of the significant Roper elements were damaged. The glass is now stored locally, and those elements removed previously for the trial work by Holywell Glass conservators, have been recovered and reunited with the other panes. Work to obtain grants to assist with either the window replacement or the repurposing of the Roper glass met with mixed results. Timescales for grant givers and the ineligibility of work already performed ruled out many. Others failed to respond. Ultimately, we did receive a most welcome grant of £7K from the diocese to reflect the eco-benefits of the double-glazed replacement for the window.

Whilst this was going on our confirmatory faculty was progressing and, following the mandatory public consultation period, was granted on 1 December. DM Windows have measured on frequent occasions with the frame manufacturer to ensure that all is well with the replacement design. All materials have been purchased but fabrication and fitting will take us beyond the period of this report until late January/early February 2026. The PCC resolved at the beginning of the year to get the Peter Window off the agenda by the end of 2025. We may have missed that by a little, but we are well on the way to its achievement and the release of energy for other issues directed towards outreach and growth. We are particularly indebted to all those who have stuck with this project for over 14 years and at last can see it beginning to bear fruit. No doubt other concrete cancer issues will continue to emerge, but the major contributory factor to our woes will be a thing of the past!

Temporary Loss of Dedicated Church Space - Mitigation Efforts

Whilst the main Church space has been closed during the window replacement work, the efforts of the church team and ministers have successfully migrated regular services, including funerals and seasonal celebrations into the Hall and Meeting Room. The smooth transition of these services has been a success and well received by the congregation. This

has required continual thinking ahead and physical movement of tables, chairs and equipment in and out of the rooms in readiness for the needs of the next room use. Balancing services, pre-school use and routine room booking has been a challenge. This transition has been a credit to the whole congregation and leadership in their determination to find positive outcomes from the loss of the main facility. However, the effort needed is distracting though necessary and drains resource over time. I am sure that we all hope for an equally smooth transition back to the main worship space and a return to normality in 2026.

Ladies Toilet Repair

Another long running saga has been the repair of the ladies' toilets in the Link, caused by a pipe leak beneath the floor in February. This resulted in a claim to Ecclesiastical Insurance and their appointment of a loss adjuster and contractor for the work. Regrettably, what should have been a relatively simple repair resulted in a litany of contractor errors and delays, many of which were avoidable and due to their incompetence rather than any complexity in the task. Your wardens were constantly on the phone trying to sort out or expedite issues which arose where, rather than a one stop shop for the repair, they were required to chase, organise and source items for the company employed by Ecclesiastical. Despite making their disappointment and concerns known on many occasions, no improvement in performance was perceptible, and even involved a serious H&S incident when a rotary saw blade was left by a tradesman with other waste material dumped at the school entrance. This required us to issue an apology to the Head. Repairs were not completed until October. A formal complaint was made to Ecclesiastical for the poor performance on the repair, depriving us of a facility for 9 months. Ecclesiastical offered us compensation of £100, a derisory sum given that our excess was £250 just to advance the claim. We have, as directed by the PCC, returned to Ecclesiastical to seek £1K compensation to reflect the poor performance, the additional effort required of wardens and the undoubted loss of income from hirings due to the unavailability of this facility. We await a response.

Other Maintenance and Improvement Work

Following the highly successful relocation of FoodBox from the main body of the church into the old office, we were able to carry out some much-needed redecoration both to the wall behind the font and the vestry which now doubles as our admin hub. This was helped by a donation of some paint towards the project by Wickes on bumpers Farm. We also took the opportunity to touch-up elements of the Hall's décor which had been damaged during the course of the academic year.

The hot water in the Hall kitchen & toilets failed in early 2025 resulting in much inconvenience to pre-school and others. The fault was traced to a leaking hot water tank in the loft which had also caused the immersion heater to fail. A new replacement hot water tank and integral immersion heater has been installed and hot water restored.

A live St Peters defects list is now in use to capture minor issues as they arise and track them to closure. Eighty-three items were raised in 2025 of which Sixty-three have been closed. Twenty defects are work in progress for 2026.

Discussions are continuing with the Blue Kita Academy Trust, we have taken over responsibility for St Peter's Academy with the demise of the Bristol Diocese Academy Trust this year, about sharing the costs of maintaining the tarmac from the entrance on Lords Mead to the school gates. Hopefully we can reach an amicable and proportionate solution to this issue.

Conclusion

The cost of general maintenance over the course of 2025, not including Cornerstone, amounted to nearly £8K. Total running expenses including maintenance came to nearly £40K. We are well on the way to solving the Peter Window problem albeit that its full resolution will slip into 2026. We will then have to see how to reutilise our Roper glass within the resources available.

Our premises have once again demonstrated their worth to the local community but, despite progress with the Peter Window, keeping them to the standard we desire is a constant challenge. Something always seems to come along and surprise us and resources, as ever are limited!

Vivienne Fuller
Church Warden

Phil Godfrey
Church Warden

April 2026

Pastoral Work at St. Peter's Church Chippenham for year 2025.

At St. Peter's the Pastoral Team aim to co-ordinate the care of the St. Peter's Church Family.

During the year we have welcomed David Turnbull to our team. We co-opted the help of two drivers, Philip Godfrey and Ivan Hurcum. In compliance with Diocesan requirements, all have completed the necessary courses and checks.

What do we do?

We meet monthly to review and plan our actions. Communication between, confidentiality and support for each other is essential for us as a team.

Our work is very varied. We aim to respond promptly to those who contact us. People may need support for a short while or it may be over a prolonged period, or just need someone to talk to. We continue to support those who are no longer able to attend church services, our message being 'we the church still care about you and have not forgotten you'. The important ministry of Home Communion is available, monthly, to those who ask.

As we can spend a considerable amount of time, visiting people in their own homes or Care Homes. it is vitally important to be able to develop 'trusting relationships' not only with them but also with their families/carers. We regard this as an important role in demonstrating the love of Jesus for all.

Many visits have been made to Cepen Lodge Care Home, and a very good relationship has developed with Middlefields Care Home, with some residents regularly attending our Wednesday Communion Service.

We take people regularly for Medical Appointments, wherever possible visit people in hospital and inform the Hospital Chaplain of their stay.

Our 'card ministry for a diversity of occasions', expresses our care to many.

We provide support where necessary for bereaved families by visiting and sending cards of condolence. In November we organise a 'tea' (immediately before a Remembering Service) for families who have held a funeral in church or at the crematorium during the previous 3 years. This is well received.

We thank you for your continuing support and appreciation of our ministry both in practical ways and in prayer.

At St. Peter's the Pastoral Team aim to co-ordinate the care of the St. Peter's Church Family.

During the year our team has comprised six members. We welcomed Rev Lynne Godfrey and Rev Simon Dunn to our team. In compliance with Diocesan requirements, all have completed the necessary courses and checks.

Daphne Brindle
Pastoral Team Leader.

29 March 2026



St. Peters Church

LORDS MEAD, CHIPPENHAM, SN14 0LL

Journeying together to share our Christian faith and the love of God with all.

FINANCIAL STATEMENTS

Year ended 31 DECEMBER 2025

CHARITY NUMBER 1131473

Reference and Administrative Information

Charity name:		St. Peter's Church Chippenham
Charity number:		1131473

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2025

Principal office address:		St. Peter's Church Lord's Mead Chippenham Wiltshire SN14 0LL
Charity trustees at date of approval:	Ex-Officio members: Priest in charge: Associate Minister: Curate: Church Wardens: Deanery Synod representatives: Elected members: Co-opted members:	Revd. Simon Dunn Rev Lynne Godfrey Rev Jason Lee Mrs. Vivienne Fuller Mr Phil Godfrey (from May 25) Mrs Ann Dunn (from May 25) Margaret Perthen (from May 25) Mrs. Daphne Brindle (Deputy Chair) Mrs. Sue Burt Mrs Elisabeth Davies Mr. Ivan Hurcum Mr. Matthew Hurcum (Treasurer) Mr. Chris Gough Mrs Gill Perkins Mr Nigel Fuller (Secretary) Bev Webb (Safeguarding Officer)
Former charity trustees who served during the financial year:		

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2025

Financial Review

Summary:

Last year I reported a very slight surplus for 2024 and gave a rosy outlook to our finances for 2025. This year we have managed a deficit of nearly £41,000. However, this is no reason to be downbeat as a further look into the reasons will testify.

At the 2024 AGM I predicted a large decrease in our funds, and that has been realised. The principal reason for this is the start of the work on the Peter Window. Nearly £60,000 was spent on the window during 2025 (there will be a similar amount during 2026) this more than accounts for the £41,000 deficit.

On the positive side our planned giving has increased by over 18% (£30,066.47 against £25,398.81), I consider this demonstrates the true financial health of the church.

We have, again, met our Parish Share request in full.

A note about Restricted and Unrestricted Funds

A Restricted Fund, of which we have five, can only be used for the purpose of that fund. For example, if a donor gives money for Foodbox, that money is credited to the Foodbox Restricted Fund and can only be used for buying food for Foodbox. Unfortunately, wo(men) cannot live on bread alone, the insurance premiums, and waste collection, along with a multitude of other necessities, also need to be paid. For this we need to rely upon the faithful generosity of those who give unconditionally (unrestricted) to the church. To those people, thank you very much.

Although on initial inspection of the figures it may look as if we have a lot of money, the vast majority of it is tied up in various restricted and designated funds (>90%), leaving only £10,984.96 with which to do as we please. This is an improvement on last year when 96% of our funds were restricted.

We have continued to allocate 10% of our rental income to the Fabric Fund (a designated fund) and although the fund hasn't quite got its head above water, it is £1,000 better off than it was 12 months ago.

During 2025 we changed our Electricity supplier from SSE to Octopus. This has resulted in a far more satisfactory service whereby we are billed accurately and monthly and at a lower price. I continue to monitor the Energy designated account to try to iron out the seasonal fluctuations, predominately in the gas bill.

Income: As previously noted, our planned giving has increased this year. Our other principal source of income is from renting out our rooms, this revenue stream has also increased, although by a rather more modest 4.6%. Other fundraising efforts, such as an annual fete and barbeque, also make a significant contribution.

Expenditure: Aside from the significant expenditure on the Peter Window, our major items of expenditure from the Unrestricted account remain the same as previous years. These are the Parish Share (£43,003), Cleaning Fees (£17,378), Utility bills (£6,795), Other Repairs and Maintenance (£7,856).

Parish Share:

Last year we pledged to meet the Dioceses request for £43,003 in 2025. We met this target. 2026's request is for £46,076, an increase of 7.1% increase. We intend to pay in full again this year.

FoodBox at St. Peter's: Financially, Foodbox is living within its means. A grant of £5,000 from Wiltshire Community Foundation in the final days of 2025 contributed to an excess of income over expenditure of £4,941. Approximately 10% of Foodbox's income is from regular personal donations, the other 90% from corporate donations and grants.

Cornerstone Fund: This fund has been put to great use during 2025. Just under £60,000 has been utilised to repair the Peter Window. There is still a similar outstanding amount to be paid in 2026. Although the Peter Window has been the most obvious and visible victim of the faulty concrete that was used to build the church, there are many other areas that will require attention.

Conclusion: Over the past few years, we have met the challenge of both replacing the Peter Window (contractors are currently employed as this report is being written), and to return to meeting the requested Parish Share in full. However, the most encouraging aspect of this financial report is the growth in planned regular giving. This gives us further confidence to move forwards investing in our mission.

I would like to thank all those who have helped the Treasury team this year, with particular thanks to Ivan Hurcum for his continued weekly processing of any income to St Peters and the annual Tax Reclaim from the taxman and to Iain Craig who signs off our accounts. But my biggest thanks goes to those of you who

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2025

contribute to the life of St Peters, not only those who give financially so generously, but also those you give their time, talents and prayers to this community, without this we would be poor, no matter what our balance sheet states.

A handwritten signature in black ink, appearing to read 'Matthew Hurcum', is centered within a rectangular box. The signature is fluid and cursive.

Matthew Hurcum PCC Treasurer

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2025

STATEMENT OF FINANCIAL ACTIVITIES

INCOME AND ENDOWMENTS FROM: Donations and Legacies Regular giving Receipts from donors

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds (Note 8)	Total 2025	Total 2024
Planned giving Note 2	£27,778		£2,289	£30,066	£25,399
Collections other than planned giving Note 3	£6,067		£292	£6,359	£6,172
Income tax recovered Note 4	£7,895		£466	£8,412	£9,424
Grants Note 5		£1,761	£26,084	£27,844	£20,978
	<u>£41,740</u>	<u>£1,761</u>	<u>£29,130</u>	<u>£72,631</u>	<u>£61,972</u>

Other Donations and Legacies Note 6	£1,649		£5,599	£7,248	£14,970
Income from Charitable Activities Note 7	£5,446			£5,446	£3,049
Other Trading Activities Note 8	£36,325		£640	£36,965	£35,780
	<u>£43,421</u>		<u>£6,239</u>	<u>£49,660</u>	<u>£53,799</u>

Total Deposited into Bank	<u>£85,161</u>	<u>£1,761</u>	<u>£35,368</u>	<u>£122,290</u>	<u>£115,771</u>
Income from Investments Note 9	£375		£5,493	£5,868	£6,856
Total Income and Endowments	<u>£85,536</u>	<u>£1,761</u>	<u>£40,861</u>	<u>£128,158</u>	<u>£122,627</u>

EXPENDITURE ON:

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds	Total 2025	Total 2024
Expenditure on Charitable Activities Note 10			£20,724	£20,724	£29,299
Parish Share	£43,003			£43,003	£42,861
Other Expenditure Note 11	£28,918	£17,979	£59,531	£106,429	£49,137
Total Expenditure from Bank Account	<u>£71,922</u>	<u>£17,979</u>	<u>£80,255</u>	<u>£170,156</u>	<u>£121,296</u>

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2025

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds (Note 8)	Total 2025	Total 2024
Net income/(expenditure)	£13,594	(£16,199)	(£39,394)	(£41,998)	£1,331
Transfers between funds	(£9,372)	£9,322	£50		£0
Net movement in funds	£4,223	(£6,877)	(£39,344)	(£41,998)	£1,331
Cash at bank 1st January	£9,316	£5,323	£140,608	£155,247	£154,066
Cash at bank 31st December	<u>£13,539</u>	<u>(£1,554)</u>	<u>£101,264</u>	<u>£113,249</u>	<u>£155,647</u>

Notes:

The 2024 Annual report included £400 which was collected for The Leprosy Mission. It is now mandated practice that church accounts should not include funds which have been collected for other causes, even if those funds go 'through the books'. Hence the £400 discrepancy between the closing balance of 2024 and the opening balance of 2025.

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2025

STATEMENT OF FINANCIAL POSITION

	Restricted & Unrestricted Funds	Total 2025	Total 2024
Cash Funds			
HSBC current account	£13,118	£13,118	£8,206
HSBC deposit account	£26,477	£26,477	£19,102
CCLC Fund	£73,832	£73,832	£128,339
Total Assets	£113,428	£113,428	£155,647
Liabilities (funds held in trust for other charities)	£179	£179	£400
Net Assets	£113,249	£113,249	£155,247

The attached notes on pages 6 to 11 form part of these financial statements.

Approved by the PCC 21st April 2026 and signed on their behalf by Rev Simon Dunn (PCC Chair) and Matthew Hurcum (PCC Treasurer)



Rev Simon Dunn (PCC Chair)



Matthew Hurcum (PCC Treasurer)

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2025

1. Notes

- (i) The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 and the Charities Act 2011. These financial statements have also applied the guidance from the new Charities SORP (FRS102) that is effective for all year ends from 31 December 2015 onwards and replaces the Charities Statement of Recommended Practice (SORP 2005).
- (ii) These financial statements are prepared using the receipts and payments basis and as such exclude income earned during the financial year that have not been received as at 31 December as well as amounts owing from obligations entered into during the financial year for which payments have not been raised.
- (iii) The funds specified on page 4 represent all the funds of the PCC including those which are subject to special restrictions regarding their use.

The PCC is committed to maintaining an £8,000 minimum reserve representing three months essential expenditure, which is held within the HSBC current and deposit accounts. The level of the minimum reserve will be decided annually by the PCC. It is a requirement to have a contingency plan to restore funds to the minimum reserve level should ever the situation arise.

(iv) Assets recognised but not valued in the Statement of Assets and Liabilities include:

- Moveable church furnishings held by the Church Warden on special trust for the PCC and which require a faculty for disposal.
 - Other fixtures, fittings and office equipment of which the PCC is free to dispose of without faculty and where the original cost exceeded £1,000.
- (v) Expenses paid to clergy may include a small immaterial proportion that relates to their function as PCC members. No other payments were made to PCC members.

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2025

Note 2. Planned Giving

	Unrestricted	Restricted*	Total 2025	Total 2024
Standing Orders	£11,129	£180 £300	£11,609	
PGS Giving	£16,186	£1,809	£17,995	
Envelopes	£462		£462	
Total	£27,778	£2,289	£30,066	£25,399

*Foodbox and Light Service respectively

Note 3. Other Collections

	Unrestricted	Restricted*	Total 2025	Total 2024
Plate Collection	£5,046	£292	£5,338	
Contactless Giving	£1021		£1,021	
Total	£6,067	£292	£6,359	£6,172

*Light Service

Note 4. Income Tax Recovered

Income Tax Recovered	Unrestricted	Restricted*	Total 2025	Total 2024
Non-PGS	£4,812	£51	£4,863	
PGS	£3,083	£414	£3,498	
Total	£7,947	£466	£8,412	£9,424

*Foodbox

Note 5. Grants

Grants	Unrestricted	Designated	Restricted	Total 2025	Total 2024
Clergy Expenses from St Cyriacs		£1,680			
Eco grant from the Diocese for St			£7,584		

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2025

Peter Window					
Eco grant from the Diocese for LED bulbs		£81			
Foodbox Grants:					
Neighbourly			£1,500		
Chipp Boro Lands			£5,000		
Lions Cub			£2,000		
Wilts CC			£5,000		
Wilts Community Foundation			£5,000		
Total		£1,761	£26,084	£27,844	£20,978

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2025

Note 6. Other Donations and Legacies

Other Donations and Legacies	Unrestricted	Designated	Restricted	Total 2025	Total 2024
WHCT	£165				
Chippenham Deanery (laptop)	£250				
Toddlers	£179				
Lunch Club	£100				
Miscellaneous	£955				
<u>Foodbox:</u>					
Station Hill Baptists			£1,300		
St Andrews			£540		
Other Foodbox donations			£2,270		
Cornerstone donations			£1,489		
Total	£1,649		£5,599	£7,248	£14,970

Note 7. Income From Charitable Activities

Charitable Activities	Unrestricted	Designated	Restricted	Total 2025	Total 2024
Weddings	£1,566				
Funerals	£1,320				
Spring Fete	£1,605				
Summer BBQ	£640				
Rock around the Xmas Tree	£316				
Total	£5,446			£5,446	£3,049

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2025

Note 8. Other Trading Activities

Other Trading Activities	Unrestricted	Designated	Restricted*	Total 2025	Total 2024
Lords Mead Playgroup**	£24,227				
Other room bookings	£11,525				
Sunday Coffee	£483				
Votive Candles	£90				
Weds Coffee			£640		
Total	£36,325		£640	£36,965	£35,780

*AED Fund

**Lords Mead Playgroup are our principle hirers of our church rooms

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2025

Note 9. Income from Investments

Income from Investments	Unrestricted	Designated	Restricted*	Total 2025	Total 2024
Deposit Account Interest	£375				£352
CCLC Investment			£5,493		£6,504
Total	£375		£5,493	£5,868	£6,856

*Cornerstone

Note 10. Expenditure on Charitable Activities

Expenditure on Charitable Activities	Unrestricted	Designated	Restricted	Total 2025	Total 2024
Foodbox			£20,173	£20,173	£28,758
Light Service			£551	£551	£541
Total			£20,724	£20,724	£29,299

Note 11. Other Expenditure

Other Expenditure	Unrestricted	Designated	Restricted	Total 2025	Total 2024
Electricity		£3,591		£3,591	£1,330
Gas		£3,205		£3,205	£4,150
Repairs & Maintenance		£7,856		£7,856	£10,327
Clergy Expenses		£3,328		£3,277	£3,279
St Peter Window			£59,531	£59,531	£3,547
Bank Fees	£125			£125	£151
Benefice Fees	£1,312			£1,312	£518
Insurance	£2,215			£2,215	£2,154
Grass Cutting	£528			£528	£600

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2025

Cleaning Costs	£17,378			£17,378	£15,473
Boiler Servicing	£198			£198	£198
Fire Ext servicing	£568			£568	£316
Photocopier	£1,594			£1,594	£1554
IT Costs	£736			£736	£457
Website hosting	£216			£216	£192
Hallmaster license	£265			£265	£265
Chairs	£165			£165	
Stationery	£102			£102	£82
Telephone	£368			£368	£403
Alter Requisites	£265			£265	£263
Radio mic license	£149			£149	
Flowers	£83			£83	£0
Literature for resale	£26			£26	£0
Copyright fees	£575			£575	£396
Miscellaneous	£356			£356	£2,431
Deposit Returns	£650			£650	£0
Waste Collection	£1,044			£1,044	£1,051
Total	£28,918	£17,979	£59,531	£106,429	£49,137

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2025

12. Restricted Funds

Restricted Funds year-ended 31/12/2025

	A	B	C	D	E	
	Cornerstone Fund	Foodbox	LIGHT Service	AED Fund	Friendship Lunch	Totals
Balance at 01/01/2025	£115,902	£14,568	£1,338	£501	£300	£133,608
Income	£9,072	£25,064	£592	£640	£0	£35,368
Interest received	£5,493	£0	£0	£0	£0	£5,493
Expenses	£59,531	£20,173	£551	£0	£0	£80,225
Transfers from/to unrestricted funds	£0	£50	£0	£0	£0	£50
Total movements in year	(£44,965)	£4,941	£41	£640	£0	(£39,344)
Balance at 31/12/2025	£70,936	£19,509	£1,379	£1,141	£300	£94,264

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2025

Notes:

Restricted Funds in St. Peter's are set out above. All the figures have been provided and confirmed by the designated organisers of the respective funds.

- A. Cornerstone Fund:** This fund has been used to meet the costs associated the replacement of the Peter Window. Any donations marked 'for the repairs', or similar have been credited to this fund. What remains of the fund after the Peter window has been replaced is intended for any further work that may be needed to combat the failing masonry work around the church buildings.
- B. Foodbox:** Various donations received from Wiltshire Council and others exclusively for Foodbox expenses for purchase of food.
- C. LIGHT service:** Administered via HSBC account. Donations received fund the expenses incurred, primarily for transport for the disabled.
- D. AED Fund:** Solely funded by the Wednesday coffee proceeds. Shortfall in funds required to maintain the AED made up from unrestricted funds
- E. Friendship Lunch Club:** Cash transactions only. Self-funded by members of the congregation for various social events. £100 donated to general funds

IMPORTANT NOTE

Guidance for Treasurers has been given that monies raised or collected for other organisations should not be included in the Church accounts. However, it would be remiss of us not to acknowledge those funds raised by the congregation for other worthy causes. Therefore I set out below what we have collected on behalf of other charities and organisations.

Sightsavers	£436.37
Leprosy Mission	£1140.00
DEC Myanmar appeal	£269.85
Christian Aid	£272.50
MacMillan Nurses	£454.54
Wiltshire Historic Churches Trust	£330.00
The Ripple Effect	£227.30
Water Aid	£268.00
TOTAL	£3,398.56

Independent Examiner's Report to the Trustees of St. Peter's Church, Chippenham, Parochial Church Council



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

The PCC of St Peters Church - Chippenham

On accounts for the year
ended

December 2025

Charity no
(if any)

1131473

Set out on pages

1 - 11.

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of
report

As the charity's trustees, 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.

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2024

Independent examiner's
statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

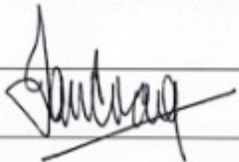
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

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

* Please delete the words in the brackets if they do not apply.

Signed:



Date:

16th April 26

Name:

IAIN CRAIG

Relevant professional
qualification(s) or body (if
any):

Retired : Fellow of Institute of Cost &
Management Accountants.

Address:

Tythe Barn, - High Street
Sutton Benger.
Wiltshire SN15 4RE.

FREEWILL OFFERING (FWO) Annual Report 2025

The following figures for 2024 exclude transactions concerned with Foodbox and the Light Service.

You will note how the Parish Giving Scheme (PGS) has been increasing in numbers at the expense of the more traditional methods.

	<u>2023</u>	<u>2024</u>	<u>2025</u>
Number of participants / donors	40	43	42
Loose coin in Plate	£6,394	£4,981	£7,334
Giving by standing order / envelopes	£19,997	£11,657	£11,733
Giving by special donation (yellow envelopes)	£620	£900	£170
Gift Aid Tax recovery	£7,346	£5,427	£4914
Parish Giving Scheme (PGS)	£4,046	£17,230	£19,790
TOTAL	£38,403	£39,164	£43,941

The result indicates a 12% increase in giving as a whole. Having lost just one in our number of contributors, our individual donations have increased from last year's £910 to £1046 each.

The Parish Giving Scheme (PGS) continues to increase in popularity. This is where the donation via PGS attracts the gift aid recovery month by month instead of having to claim in one go at the end of the tax year. Hence the apparent reduction in "Gift Aid Tax recovery" above.

I.B.Hurcum

FWO Secretary.

2025 Safeguarding Report for APCM meeting of St Peters Church

Even though I have been physically unable attend St Peters over the past year – I am totally committed to serving you all within the Safeguarding management & policies necessary to protect both children & adults.

Any Safeguarding policies needing to be addressed or reviewed, have been agreed & passed by our PCC. I have advised the PCC regarding all necessary Modules & Courses needed by all the people involved within the areas of their Safeguarding responsibilities for both children & adults - & to date, all necessary modules/courses have been completed by people within the requirement of their role. This has enabled us as a Church to achieve the highest level that is required within the Diocesan annual Audit.

Unfortunately, Joan Taylor-Gunston decided to step down from her Role as Assistant Safeguarding Officer with responsibility for Children during the year, but Daphne Brindle has very kindly taken up the Role, which is very much appreciated. I would also like to thank Caroline (Masters) who has completely & regularly managed all of our DBS requirements – actioning any queries that I have had – for which I thank you.

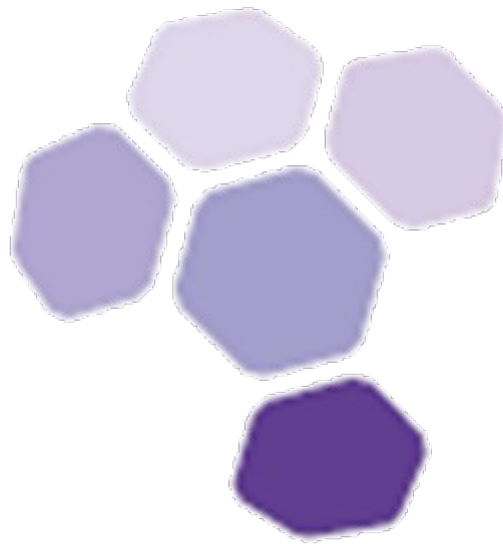
I have updated the PCC for each of their Meetings through a written report, of any reports/safeguarding matters that I have been made aware of. Thankfully, there have been none of any gravity that needed to be redirected to any outside Agencies – & I have only had one query in the past 12 months, that, following discussion, was more of a Pastoral issue (which was dealt with “in-house”), rather than a Safeguarding issue. I have been able to manage any concerns “remotely” - & trust that you will all have the faith in me to continue this service, both to any vulnerable person in need of protection or help, & especially for our Church.

Bev Webb.
Parish Safeguarding Officer

29.03.2026

Accounts

**AGM/APCM REPORTS
ST PETER'S CHURCH, FROGWELL
FOR YEAR 2024**
(Registered Charity No 1131473)



***Journeying together to share our Christian
faith and the love of God with all'***

May 2025

TABLE OF CONTENTS

INTRODCTION BY REVD SIMON DUNN, PRIEST-IN-CHARGE

PCC ANNUAL REPORT TO THE APCM

Appendix A – FoodBox Report

Appendix B - Electoral Roll Report

Appendix C - Church Warden's Fabric Report

Appendix D - Pastoral Care Report

Appendix E - Financial Report & accounts

Appendix F - Free Will Giving Report

Appendix G- Deanery Synod Report

Appendix H - Safeguarding Report

INTRODUCTION

In Matthew 16:18 you'll recall that Jesus said over Peter "And I tell you that you are Peter, and on this rock I will build my church, and the gates of Hades will not overcome it."

And in the song of Moses in Deuteronomy 32 we read 3 "For I will proclaim the name of the Lord; ascribe greatness to our God! 4 The Rock, his work is perfect, for all his ways are justice. A God of faithfulness and without iniquity, just and upright is he".

The latter is a poetic tribute to the greatness and faithfulness of God in which Moses eloquently articulates the character and works of God, laying a solid groundwork for comprehending His divine nature and picked up in this hymn by Don Moen:

*Ascribe greatness to our God, the rock,
his work is perfect and all his ways are just. {repeat}*

*A God of faithfulness and without injustice,
good and upright is he. {repeat}*

The former (Matthew 16:18) reminds us that the church is God's idea. God's plan. That HE will build it. And that the world around us will not overcome it.

This is the God we worship, respond in love to, serve and obey.

I remain overwhelmed by the welcome my family and I have received since arriving Feb 24. And I know Jason and Fran feel the same when they arrived in the summer.

You remain faithful, accepting, caring, and even "content" with my challenging a few things and stretching some of our ways of being. Thank you. I trust you value my willingness to listen, share and include too, as we prepare and act together for a positive future that includes newness, whilst also retaining much of what makes us who we are.

Our communities are served by a solid and faithful ministry team, for whom I am very thankful. Together we work hard in leading you and encouraging wide and shared engagement in both worship and missionary endeavours. You have reason to rejoice and be hopeful. There are WONDERFUL and BEAUTIFUL and GODLY things and people all around us in both parishes. And you are included.

A small selection of what we have all achieved together in 2024.

- ✓ Fellowship and fun times with community events, fetes, BBQs, and shared lunches.
- ✓ Reimagining of worship and mission with the realignment and usage of our worship spaces, ECO Church, LIFE Groups, School connections, Mission Area involvement, accessible community worship and community engagement initiatives.
- ✓ Our dependence on prayer with the introduction of Sunday 9am prayers in St Peter's and with more to come for 2025

You are PLAYING YOUR PART. Bless you. Thank you.

As we continue into 2025 and beyond. Bring it on Lord! I am, and we are, ready!

Yours in Christ

Si

Revd Simon Dunn

Priest-in-Charge

Annual Report 2024 of the Parochial Church Council of St Peter's Church, Frogwell

Aim and Purposes

St Peter's Parochial Church Council (PCC) and the Priest-in-charge, Reverend Simon Dunn (from February 2024), shared the responsibility of promoting the whole mission of the church: pastoral, evangelistic, social and ecumenical in the ecclesiastical parish of St Peter's, Frogwell. Simon's installation as priest-in Charge for St Peter's and also for Lacock and Bowden Hill ended the inter-regnum that started in March 2023 and thus the dissolution of the PCC Transition Team. Although we no longer have a priest solely dedicated to St Peter's, we now have additional resources in both a self-supporting minister and a curate that ensures that we remain committed to enabling as many people as possible to 'journey together to share the Christian faith and the love of God with all'. We want to keep in step with God's Spirit in our worship, activities and future plans. The PCC is also specifically responsible for the maintenance of St Peter's Church and Church Community Centre, Lords Mead.

Objectives

Any person is welcome to worship at our church and to become part of the St Peter's community. Our site brings people together for Christian worship, education and fellowship from diverse Christian cultures, including liberal, evangelical, sacramental/catholic and charismatic traditions or none.

Led by the priest-in-charge, church wardens, and leadership team, the PCC maintain an overview of life at St Peter's Church to better serve our wider community. Acts of worship include prayer and scripture, music, sacrament, preaching and interaction. In the rest of our Church's activities, we seek to enable ordinary people to live out their faith as part of our Christian community through:

- Worship, prayer; and discipleship for children and adults;
- Partnerships with a C of E Academy, hirers, churches, charities & people of goodwill
- Pastoral care and social action for people of church and parish, including our FoodBox ministry.
- Mission and outreach work.
- Stewardship of St Peter's physical, financial & human resources, especially the Church Community Centre.

Achievements in 2024

- The maintenance of a rich and varied pattern of worship under the new priest-in-charge and the introduction of periodic benefice wide services and creation of new worship communities through Sunday prayer sessions and life groups.

- Moving the Cornerstone/Peter Window, project forward to consider alternative materials to solve the concrete cancer and threat to the Roper glass involving close consultations with the Diocesan Advisory Committee on the way ahead.
- Continued enhancement of our building and facilities maximising the use of grants and commercial donations where appropriate: further LED light replacement; hall redecoration; new safety flooring; dedicated space for the FoodBox project; and timely responses to our maintenance issues arising throughout the complex.
- Creation of a dedicated space for uninterrupted FoodBox project operations in the Yellow Room - 'St Peter's FoodBox' continued weekly doorstep deliveries to some 110 households which was only possible with the support of 55 volunteers. **(A separate report on FoodBox operations in 2023 is at Appendix A)**
- Our Pastoral Support Team maintained their commitment to those in need, physically, spiritually or psychologically.
- Increased support of St Peter's Academy and Lordsmead Playgroup in worship & governance through our enhanced Ministry Team.
- Maintaining positive partnerships with all hirers & users of Church & Centre community centre.
- Continuing generosity from the congregation via planned giving, including the Parish Giving Scheme.

Activity in 2024

Worship and prayer

St Peter's Church has offered a range of services on a weekly, monthly and seasonal basis:

- a service of Holy Communion with sermon and hymns on Wednesdays at 10am offered a welcome community for 30 people at a time;
- on Sundays a weekly 10am Parish Communion attended by some 40 people.

Anyone is welcome to attend any services. In 2024 there were 115 parishioners on the Church Electoral Roll. The full revision of the roll in 2025 has resulted in a roll of 82. **A full report is at Appendix B.** Attendance at Easter stood at 56 and Christmas at 76.

The Kingfisher Messy Church initiative remains suspended at present, but the hope remains for its reinstatement if resources permit. However, relations with the neighbouring St Peter's Academy have regained vibrancy through monthly services in church and special experience days as well as the introduction of Class assemblies, where each class receives the vicar once a fortnight within their classroom for an act of worship. The relationship with the Lordsmead Playgroup has also been renewed and reinvigorated.

With the departure of Revd Alice Kemp to other Diocesan duties, Simon has also taken over responsibility for the LIGHT (monthly worship led by an ecumenical team for people with special needs) with attendance of 20-30.

Again, there were no weddings in the church, although we read banns for weddings in other churches. There were 3 baptisms and 10 funeral services conducted in the church in 2024.

Cornerstone Project

The PCC has continued to monitor all developments relating to the significant challenges of concrete cancer throughout the church structure. More detail on this is contained in the **Fabric Report of the Church Warden at Appendix C.**

Partnerships and Centre Users

The Lordsmead Playgroup has maintained its operations in both the Hall, Harris Room and the meeting room when required. It had 76 children enrolled as of July 2024 and is looking to expand its hours to meet community demand.

The 'Distinctively Christian' input to St Peter's C of E Academy continued with Collective Worship in the church led by clergy and a reinvigorated presence in its activities. Clergy participation in the governance of the academy has been renewed with Simon's appointment as a governor.

Our hirers have included CLOGs, WWT, Deanery & Diocese, as well as parents & toddlers, uniformed groups and exercise classes as well as family community events. Unfortunately we saw the departure of the Chippenham Male Voice Choir and a keep fit class from our hirers.

Pastoral care

A separate report on our pastoral care activities have been submitted for the APCM (Appendix D). Other groups who contribute to our pastoral support, such as Friendship Lunch and the Ladies Guild, men's activity over meals, coffee and walking; and the Choir remain active. Other pastoral initiatives included the church BBQ, held in the vicarage garden for the first time in many years which was blessed with excellent weather and was appreciated by all concerned. A Harvest Lunch funded by donations was also held and a Poems and Puddings Night which contributed to church funds.

Mission

In a continuing demonstration of our faith, we responded directly to need this past year, exacerbated by the cost-of-living crisis, through our award-winning FoodBox initiative. We also maintained support for many charities: Leprosy Mission, Christian Aid, Send-a-Cow, Stroke Association, Doorway, Food Bank, Cancer Research, Sightsavers, Embrace the Middle East and Wiltshire Historic Churches Trust.

Ecumenical Relationships

The church remains a participating member of Chippenham Churches Together (CCT), but it remains a fragile structure. The Chippenham Mission Area Plan will seek to engage more closely with CCT as it develops its various initiatives.

Volunteers

We thank all who have worked so hard over the interregnum and the successful appointment of a new Priest-in-Charge. The pool of those able to actively support events and initiatives currently remains limited but they have given freely of their time and energy, maintaining the welcoming and friendly character for which the church is particularly noted and encouraging a positive attitude to change in order to achieve growth. We remain ever hopeful and expectant for what the future holds. We greatly appreciate all involved from: administrators, rota members, cleaners, flower-ladies, sacristy/servers, the PA team, welcomers, music & arts, treasury, and other unnamed contributions that are so essential to community. Thank you all for what you do.

Charitable Status

The PCC takes note of the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion in setting the framework of its public accountability, and in particular this annual report.

Financial Review

A full **Financial Report together with Audited Accounts for 2024** have been submitted and are incorporated at **Appendix E**. These represent the translation of church activities into financial terms. The **Freewill Offering Report is at Appendix F**.

We have maintained our policy of keeping a £8,000 minimum reserve in line with Diocesan and Charity Commission guidance. Following a return to relative normality post Covid and the removal of some future uncertainties, we reviewed our previous decision to restrict our Parish Share to the diocese. The decision was taken to meet our 2024 requested pledge in full given the much-reduced request was made, reflecting the fact that the church would now be part of a benefice and share ministerial costs with Lacock and Bowden Hill.

Structure, governance and management.

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity. The method of appointment of PCC members is set out in the Church Representation Rules. At St Peter's the membership of the PCC consists of the clergy, churchwardens, any licensed lay minister, deanery synod representatives and members elected by those members of the congregation who are on the electoral roll of the church. All the baptised who attend services at St Peter's are encouraged to register on our Electoral Roll and are welcome to stand for election to the PCC.

PCC members are responsible for making decisions on all matters of general concern and importance to the church and parish. New members receive initial briefing and support as to the workings of the PCC and sign standard terms of reference. All are required to undertake the national church's mandatory safeguarding training.

Officers of the PCC include a church warden, treasurer, and parish secretary and they are ably assisted by other members of the Leadership Team, that in addition to clergy, can consist of other nominees of the PCC each year.

Given its wide responsibilities, the PCC has various ways of dealing with particular aspects of parish life. Groups and individuals address worship, safeguarding, Cornerstone, finance, premises, outreach and pastoral issues, all responsible to the PCC and reporting back to it as necessary.

The PCC and the Leadership Team each met 6 times in 2024. The AGM/APCM was held on 12th May 2024.

Links

The Priest-in-charge participated in Diocesan and Deanery life as well as in Chippenham Churches Together and following his induction was the PCC's link as ex-officio Governor for St Peter's C of E Academy.

Deanery Synod

The church had no Deanery Synod representatives during the year. Our Church Warden remained in her role as Deanery Secretary and member of the Deanery Leadership Team. This continued to ensure necessary information flows and co-ordination with wider deanery thinking and planning, especially in regard to the development of the Chippenham Deanery Mission Area Plan. **The work of the Synod is covered in a separate APCM report (see Appendix G).**

Safeguarding

Safeguarding and Inclusion informs all aspects of our ministry at St Peter's as we have 'due regard' to the House of Bishops' guidance. Information of who to contact in case of a Safeguarding Concern, or for advice about procedures and good practice in the parish and the diocese, is published in the foyer of the Church. St Peter's Church operates with both a Parish Safeguarding Officer (PSO), Bev Webb, and an Assistant Safeguarding Officer, Joan Taylor-Gunston. Caroline Masters continued as our DBS Validator.

St Peter's PCC has agreed policy guidance for parish safeguarding, safer recruitment, and response to safeguarding concerns or signs of domestic abuse. The PCC has also adopted the national statement of the House of Bishops 'Promoting a Safer Church; safeguarding policy statement' in our parish safeguarding policy. Safeguarding is a standard item on all PCC agendas. **(A safeguarding report for the APCM is at Appendix H).**

St Peter's PSO input to the Parish Safeguarding Dashboard to monitor performance and progress against national standards and requirements. Progress continues to be made and this year we raised our standard from level 2 to level 3. All PCC members have completed the mandatory basic and foundational training on safeguarding. We shall continue to work towards full compliance in 2025.

Administrative Information

St Peter's Church is situated at Frogwell, Chippenham. It is part of the Diocese of Bristol within the Church of England. The correspondence address is St Peter's Church, Lords Mead, Chippenham SN14 0LL. The PCC is a body corporate (PCC Powers measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission (Reg No. 1131473)

PCC members who served at any time from 1 January – 31 December 2023:

Ex-Officio members:	
Priest in Charge:	Revd. Simon Dunn (from February 2024)
Associate Minister	Revd. Lynne Godfrey (from April 2024)
Curate	Revd. Jason Lee (from August 2024)
Church warden:	Mrs Vivienne Fuller
Deanery Synod representatives:	No representatives.
Elected members:	Mrs. Daphne Brindle (Deputy Chair)
	Mrs Sue Burt
	Mrs Elisabeth Davies
	Mr. Ivan Hurcum
	Mr Matthew Hurcum (Treasurer)
	Mr. Christopher Gough
	Mrs Gill Perkins (from May 2024)
Co-opted Member	Nigel Fuller (Secretary)
	Bev Webb (Safeguarding Officer)

Approved by the PCC and signed on their behalf by Revd. Simon Dunn (PCC Chair)

Revd. Simon Dunn

25 April 2024



FoodBox: Review of 2024

Background:

The FoodBox project collects surplus food from local stores, supplements this with purchased food, and distributes to those in need throughout the area. The project runs under the auspices of the PCC and operates in partnership with the wider community across Chippenham and its surroundings. It is wholly run and supported by volunteers from many churches across the area, as well as volunteers from the local community with no church affiliation. The FoodBox Strategy Team are required to submit 6 monthly reports to the PCC on their activities. This review is composed of the two reports submitted in 2024.

Jan to Jun 2024

Highlights

- The Organisation Chart created by the Strategic Team now has all essential Lead roles filled
- The first half of 2024 has shown that the Strategic Team is well en route to achieving its aim of making FoodBox a sustainable operation. As a result, Strategic Team members are standing down and a Leadership Team comprising the Operational Leads has been created

Headwinds

- FoodBox is now running at capacity and has been forced to create a waiting list
- Stores are working hard to reduce their wastage, resulting in less food for FoodBox to deliver to our Recipients

Timeline

- Jan: All Operational Lead roles filled including Core Administration
- May: Following the resignation of many of the original Strategic Team, Operational Leads were invited to form a Leadership Team
- Jun: Decided to commence a new volunteer recruitment drive, which started in earnest in July

Operational numbers

- FoodBox comprises some 60 volunteers covering operations from Sunday to Friday
- Since April, FoodBox has been working at or near capacity of 120 deliveries per week
- Each week, FoodBox is catering for in excess of 330 Recipients comprising 190+ adults and 140+ children
- From Jan to Jun, 39 households were added to the list, with only 25 removed
- As at end-Jun, waiting list exists of 5 households
- Surplus food is collected from 10 supermarkets, comprising 18 collections each week
- From Jan to Jun, FoodBox planned to pack/deliver 2982 bags, but due to emergency additions and occasions when a surplus of food was collected, the number exceeded 3000 bags

Finances

- FoodBox depends on receiving grants and donations to enable the purchase of staple foods:
 - Wiltshire Council awarded FoodBox £5000 with a stipulation that it must all be spent by end-Mar. This was achieved by buying better quality food and giving out Tesco vouchers
 - Along with other grants, we have applied for a grant of £2700 from Chippenham Borough Lands Charity (CBLC) and should know the result by end-Jul
 - CBLC has a new CEO who recently contacted us directly. We hope to meet in the near future
 - £1000 tax relief on Sutton Benger donations was received
- FoodBox continues to be impacted by food inflation costs, resulting in higher weekly spend for just the basic foods

July to Dec 2024

Highlights

- The Strategy Team comprising of each of the Operations leads is now fully functioning. The Roles are as follows: -

Chair people	-	Cath, Caroline, (Charlie in support)
Collections	-	Jill
Buying	-	Linda & Angie
Packing	-	Caroline
Delivery	-	Cath
Admin	-	Alex
Finance	-	Iain

- We now have a volunteer team of approx 90 People, carrying out the various roles.
- Finances are looking good, we have been successful in several grant applications, we now have enough money to keep us going until mid Summer.
- In 2024 we delivered 6,097 Bags to people in need.

Operational Details

- FoodBox is now running at capacity and has been forced to create a waiting list, we are delivering 125 planned bags each week and have 22 people on waiting list.
- We are going to be given our own room in early 2025.

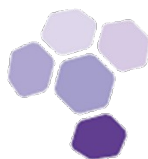
Finances

- FoodBox depends on receiving grants and donations to enable the purchase of staple foods, as mentioned above we have been successful in receiving grants from: -

Arnold Clark
Wiltshire County Council
Chippenham Borough Lands
Wessex Water
Wiltshire Community Foundation

On behalf of the FoodBox Strategy Team

2024



**REPORT ON THE ELECTORAL ROLL
FOR
ST PETER'S, FROGWELL
AGM/APCM 2025**

Every 6 years, all Church of England churches must complete a new electoral roll. The purpose of this refresh is to ensure each church is accurately reflecting its membership. 2025 is the start of the next 6-year period.

Over the previous 6 years, St Peters had counted 116 people on its electoral roll. However, by the end of the period, 6 people had passed away or moved away from the parish. This left 110 people remaining on the roll. Of these 110 people, some were not expected to re-enrol due to changes in their personal circumstances.

The new roll was conducted between 23rd February 2025 and 6th April 2025. In line with the requirements of the Church of England, all 110 people were contacted, and announcements were made in service between 23rd February and 5th March (inclusive). As a result of the invitation to re-enrol, St Peters now has an electoral roll of 82 people, including 5 new members.

Of the 82 people on the roll, 58 people are a member of the Church of England, or of a church in communion with the Church of England, and resident in the parish. This represents 70% of the members.

In line with the Church of England rules, the full list of people (names only), has been posted in the narthex since 19th April 2025.

Mr Christopher Gough
Electoral Roll Officer

April 2025

APCM CHURCH WARDEN'S (PREMISES) REPORT: INCLUDING CORNERSTONE – 2024

Introduction

This has been another year in which I, as a singleton church warden, have been blessed with the support of many within our church community in ensuring the maintenance, safety and – when possible – the improvement of our facilities. I am most grateful to that dedicated band of volunteers who have gone above and beyond in offering their time, energy and expertise to benefit others both with regards to our congregation and the wider community.

The Peter Window

When I last reported to you on this issue we had just undergone the tender exercise to replace the Peter Window mullions on a like-for-like basis. This had resulted in a single compliant bid, but with uncertainties about the sole specialist concrete caster being able to achieve the requirement and coming in at an unaffordable price - £300K+. We therefore sought guidance from the Diocesan Advisory Committee in January on the way ahead. To achieve a more affordable solution we obtained their agreement to explore the possibility of using alternative materials to concrete for the replacement, such as steel/aluminium, stone or wood. Specialist bodies – Historic England the Church Building Council and 20th Century Society – had to be approached due to the church's heritage listing to see if they would be content with such an approach. This took some time, but no adverse comments were received. We had concurrently asked our architects to do some preliminary work and then commissioned a full feasibility exercise in June.

Due to the slow response time of certain suppliers, the study was not completed until September. The results were not conclusive as to a best option although stone offered perhaps the best option. However, the PCC were concerned at the use of a material not found elsewhere in the building and at the still high cost involved of £200K+. We shared the conclusions with the DAC and sought informal guidance on the way ahead. As a result, we decided to explore a curtain wall solution with an aluminium frame, coloured to match the current décor, as this appeared to offer the best chance of affordability and longevity. High hopes of finding a commercial frame maker to meet our requirements were soon dashed with few being prepared to take on the complexity of our task when simpler, quicker and equally profitable options were available to them elsewhere in the marketplace. Nevertheless, we did find two potential contractors prepared to pursue the scheme. However, it soon became apparent that a major cost driver was the removal of the glass by conservation approved contractors and the need for bespoke frames given the glass' non-standard size. To get costs back to a level where the majority of the funding can be found from within our own resources will probably require that we replace the peter Window with a

standard frame and double-glazed units and store the Roper glass for display in an alternative way at a later date. We are currently exploring this option with the Diocese. The only alternative would otherwise appear to be the removal of the window and its boarding up. However, we remain hopeful that we can convince all concerned that the proposed solution is viable and that we can generate the lower level of grants necessary for its achievement.

New Projects to Improve Facilities

Once again, we have sought to improve our facilities for the benefit of our community users. This has included:

- a) Redecoration of the Community Hall and its corridors to meet the needs of the Lordsmead playgroup within the complex, supported by a donation from the Thompson family in memory of their parents. We have also renamed it the 'Thompson Hall' in memory of Chris and Marilyn's commitment to St.Peter's.
- b) The fitting of new nonslip safety flooring to the Hall corridors, kitchen, toilets and offices to meet health and safety issues caused by cracking to the original vinyl, for which we obtained a Area Board grant of £2000. New skirting boards have also been purchased supported by Kellaway Building Supplies with a significant free gift in materials.
- c) Replacement of old halogen lighting units with new eco-friendly LEDs paid for entirely by a grant from the diocese of £2,000.
- d) Replacement of a blown double-glazed unit in the hall to meet our green objectives, again paid for by the Diocese at a cost of £250.
- e) Relocation of the church office into the vestry to ensure that FoodBox could operate without interruption from a dedicated space and the nave could be returned to its primary purpose of worship.

Regrettably we did lose a major user of our facilities with the departure of the Chippenham Male Voice Choir who moved their rehearsals elsewhere – not due to any shortcoming on our part, but purely the geographical convenience of their current members. Similarly, our hirer for keep-fit moved premises. We wish them all well. However, it does emphasise the need to ensure that our facilities remain attractive to potential hirers given its considerable contribution to church funds.

Ongoing tasks

Other ongoing significant areas of maintenance covered during the year included:

- a) Repair to the water damaged suspended ceiling in the link. This proved a protracted exercise given the unwillingness of companies to bid as, again, our was not a current commercially available system. When we did finally get a

contractor in, the following day a violent storm revealed that the flat roof leak that we thought had been fixed, had not and we were back where we started. There have been other storms since and further flat roof repairs. Hopefully we will see matters resolved in 2025.

- b) Repair to the automatic door caused by a hinge failure, the costs of which were covered by an anonymous gift. Further repairs and painting have taken place above the narthex and the main ring beam to minimise the potential for water tracking into other parts of the building and to present a welcoming face to our community.
- c) A flashing repair carried out to the base of the church steeple to again prevent water penetration into the nave.
- d) Employment of a new grass cutting contractor who has maintained our green spaces to an exemplary level without increasing our costs.
- e) Renegotiation of our waste collection contract, obtaining a new bin and increasing the waste limit at a lower overall cost.
- f) Renewal of our photocopying contract with a new machine at no extra cost but with an initial significant gift of free copying paper.

We will continue, wherever it is justified, to seek to reduce or maintain our costs to ensure that we are getting the most from the resources available to us.

Conclusion

The cost of general maintenance over the course of 2024, not including Cornerstone, amounted to nearly £10K. Total running expenses including maintenance came to nearly £38K. We have incurred more costs to get us to the current stage with the Peter Window where a solution is tantalisingly close. This considerable expenditure over many years has, however, been necessary to convince the powers that be that options are indeed limited and that the threat to the Roper heritage is a real and present danger.

Looking after this complex will not, I am sure, see the number of challenges it poses reduce. However, I am hopeful that at the coming APCM I will not be left to face them alone. My prayerful hope is that, during 2025, we can at long last see our anxieties over the Peter Window removed. Its artistry has been both a blessing and a burden and its drain on our resources an inhibition to growth.

**Vivienne Fuller
Church Warden**

April 2025

Pastoral Work at St. Peter's Church Chippenham for year 2024.

At St. Peter's the Pastoral Team aim to co-ordinate the care of the St. Peter's Church Family.

During the year our team has comprised six members. We welcomed Rev Lynne Godfrey and Rev Simon Dunn to our team. In compliance with Diocesan requirements, all have completed the necessary courses and checks.

What do we do?

We meet each month to review and plan our actions. Communication between, commitment to and support for each other is essential for us as a team. Confidentiality is most important.

Our work is very varied. We aim to respond promptly to those who contact us. People may need support for a short while or it may be over a prolonged period, or just need someone to talk to. We continue to support those who are no longer able to attend church services, our message being 'we the church still care about you and have not forgotten you'. The important ministry of Home Communion is available, monthly, to those who ask.

As we can spend a considerable amount of time, visiting people in their own homes, it is vitally important to be able to develop 'trusting relationships' not only with them but also with their families/carers.

We take people regularly for Doctors', Dentists' and Hospital Appointments.

Wherever possible we visit people in hospital and inform the Hospital Chaplain of their stay.

Visits have been made to Cepen Lodge, Middlefields and Avon Court Care Homes

Our 'card ministry for a diversity of occasions', expresses our care to many.

We provide support where necessary for bereaved families by visiting and sending cards of condolence. In November we organise a 'tea' (immediately before a Remembering Service) for families who have held a funeral in church or at the crematorium during the previous 3 years. This is well received.

We thank you for your continuing support and appreciation of our ministry both in practical ways and in prayer.

**Daphne Brindle
Pastoral Team Leader.**

March 2024



St. Peters Church

LORDS MEAD, CHIPPENHAM, SN14 0LL

Journeying together to share our Christian faith and the love of God with all.

FINANCIAL STATEMENTS

Year ended 31 DECEMBER 2024

CHARITY NUMBER 1131473

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2024

Reference and Administrative Information

[illegible]

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2024

Financial Review

Summary:

"Annual income twenty pounds, annual expenditure nineteen nineteen and six, result happiness. Annual income twenty pounds, annual expenditure twenty pounds ought and six, result misery."
(Wilkins Macawber, David Copperfield by Charles Dickens)

Last year's summary was overshadowed by the reporting of declines in our income from both renting out our rooms and of voluntary giving, resulting in an overall decline in our funds. I am happy to report that over the course of 2024, we are £1,581 better off (approximately 1%) and we have met the Diocese Parish Share request in full. The increase in the regular giving seems to be continuing in 2025. Clearly this should result in happiness according to Mr Macawber!

A note about Restricted and Unrestricted Funds

A Restricted Fund, of which we have six, can only be used for the purpose of that fund. For example, if a donor gives money for Foodbox, that money is credited to the Foodbox Restricted Fund and can only be used for buying food for Foodbox. Unfortunately, wo(men) cannot live on bread alone, the insurance premiums, and waste collection, along with a multitude of other necessities, also need to be paid. For this we need to rely upon the faithful generosity of those who give unconditionally (unrestricted) to the church. To those people, thank you very much.

Although on initial inspection of the figures it may look as if we have a lot of money, the vast majority of it is tied up in various restricted and designated funds (96%), leaving only £6,188 with which to do as we please.

Over the past few years it has been common practise to allocate 5% of rental income to the Fabric Fund. Despite also allocating 10% of the sale of Sheldon Road to the Fabric Fund, this has proved to be an inadequate amount, even just to cover essential repairs, such as the boiler failure or the repair needed to the back door. Consequently, we have decided to start allocating 10% of rental income to the fabric fund.

During 2024 we also started an Energy Designated Fund. This was in response to wildly inaccurate estimated bills from our Electricity provider, irregular billing from our gas supplier and the usual seasonal fluctuations in energy usage. We prudently allocated £700 a month, now that the full year has completed, £4,000 has been returned to unrestricted funds and the monthly allocation reduced to £550.

Income: Our income sources are primarily from voluntary unrestricted giving (£38,583 (£38,295 in 2023)) and the renting out of our rooms (£34,190 (£32,150 in 2023)). Encouragingly, we have not seen so many people leave us this past year and indeed have added to the number of people contributing. Hence I remain upbeat regarding our income for 2025.

Expenditure: As last year, our big expenditure items were Parish Share (£42,861 (£39,600 in 2023)), electricity (£1,330 (£9,700 in 2023)), repairs and maintenance (£10,327 (£16,200 in 2023)) and cleaning costs (£15,473 (£13,400 in 2023)). The outlook for the coming year is to increase our income from room rentals, and our giving, to give us a little extra finance to share our Good News throughout the community, providing a vibrant and attractive focal point for our work.

Parish Share:

Last year we pledged to meet the Dioceses request for £42,860 in 2024. We met this target. 2025's request is for £43,003, a very reasonable 0.3% increase. We intend to pay in full again this year.

FoodBox at St. Peter's: It is unfortunate to report that this service remains necessary. Indeed, a waiting list has developed. Income from grants and donations topped £28,900 in the past year with expenditure at £27,964. Mr Macawber is happy for them.

Cornerstone Fund: The Cornerstone fund has remained static over the year, earning a modest amount of interest (£6,504), largely balanced by various professional fees (£3,547). The looming expense of the Peter Window will be our biggest financial concern for the foreseeable future.

Conclusion: There are signs that we may have started turning a corner. Last year my conclusion to the annual report was 'concerning' as we were running a slight deficit. This year we turned a modest surplus and I am full of hope. How fine is the line between misery and happiness to which Mr Macawber alludes.

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2024

I would like to thank all those who have helped the Treasury team this year, with particular thanks to Ivan Hurcum for his continued weekly processing of any income to St Peters and the annual Tax Reclaim from the taxman. But my biggest thanks goes to those of you who contribute to the life of St Peters, not only those

who give financially so generously, but also those who give their time, talents and prayers to this community. Without this we would be poor, no matter what our balance sheet states.

A handwritten signature in black ink, appearing to read 'M Hurcum', is centered on a light-colored, textured rectangular background.

Matthew Hurcum PCC Treasurer

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2024

STATEMENT OF FINANCIAL ACTIVITIES

INCOME AND ENDOWMENTS FROM: Donations and Legacies Regular giving Receipts from donors

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds (Note 8)	Total 2024	Total 2023
Planned giving	£24,274		£1,125	£25,399	£24,464
Collections other than planned giving	£6,092		£80.00	£6,172	£5,851
Income tax recovered	£8,218		£1,206	£9,424	£8,105
Grants	£5,478	£500		£5,978	£4104
	<u>£44,061</u>	<u>£500</u>	<u>£2,411</u>	<u>£46,972</u>	<u>£42,524</u>

Other Donations and Legacies (note 2)	£2,932		£27,037	£30,570	£19,434
Income from Charitable Activities (note 3)	£2,979	£70		£3,049	£3,922
Other Trading Activities (note 4)	£35,180		£601	£35,180	£34,074
	<u>£41,091</u>	<u>£70</u>	<u>£27,638</u>	<u>£68,799</u>	<u>£57,430</u>

Total Deposited into Bank	<u>£85,152</u>	<u>£570</u>	<u>£30,049</u>	<u>£115,771</u>	<u>£99,954</u>
Income from Investments (note 5)	£352		£6,504	£6,856	<u>£4,037</u>
Total Income and Endowments	<u>£85,504</u>	<u>£570</u>	<u>£36,553</u>	<u>£122,627</u>	<u>£103,992</u>

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2024

EXPENDITURE ON:

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds (Note 8)	Total 2024	Total 2023
Expenditure on Charitable Activities (note 6)			£29,299	£29,299¹	<u>£2,754</u>
Parish Share	£42,861			£42,861	£39,600
Other Expenditure (note 7)	£36,484	£7,882	£4,770	£49,137	£64,518
Total Expenditure from Bank Account	<u>£79,345</u>	<u>£7,882</u>	<u>£34,069</u>	<u>£121,296</u>	<u>£106,872</u>

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds (Note 8)	Total 2024	Total 2023
Net income/(expenditure)	£6,160	(£7,312)	£2,484	£1,331	(£2,880)
Transfers between funds	£1,274	£9,900	(£11,174)	£0	
Net movement in funds	£7,434	£2,588	(£8,690)	£1,331	(£2,880)
Add back net movement in unrepresented cheques (note 8)	£0	£0	£0		£0
Net Assets 1st January	£4,703	£8,000	<u>£141,298</u>	£154,001	£156,881
Net Assets 31st December	<u>£12,137</u>	<u>£10,588</u>	<u>£132,608</u>	<u>£155,332</u>	<u>£154,001</u>

Notes:

¹ In previous years Foodbox expenditure was listed under 'Other Expenditure'. This accounts for the shift in expenditure to 'Expenditure on Charitable Activities' from 'Other Expenditure'.

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2024

STATEMENT OF FINANCIAL POSITION

	Restricted & Unrestricted Funds	Total 2024	Total 2023
Cash Funds			
HSBC current account	£8,206	£8,206	£19,057
HSBC deposit account	£19,102	£19,102	£11,250
CCLA Investment Fund	£128,339	£128,339	£123,759
Cash Floats	£85	£85	£85
Total Assets	£155,732	£155,732	£154,151
Liabilities	£400 ²	£400	£150 ¹
Net Assets	£155,332	£155,332	<u>£154,001</u>

¹ £150 held in trust. £75 each for Sightsavers and Embrace The Middle East

² £400 held in trust for The Leprosy Mission.

The attached notes on pages 5 to 12 form part of these financial statements.

Approved by the PCC 24th April 2025 and signed on their behalf by Rev Simon Dunn (PCC Chair) and Nigel Fuller (PCC Secretary)



Rev Simon Dunn (PCC Chair)



Nigel Fuller (PCC Secretary)

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2024

1. Notes

- (i) The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 and the Charities Act 2011. These financial statements have also applied the guidance from the new Charities SORP (FRS102) that is effective for all year ends from 31 December 2015 onwards and replaces the Charities Statement of Recommended Practice (SORP 2005).
- (ii) These financial statements are prepared using the receipts and payments basis and as such exclude income earned during the financial year that have not been received as at 31 December as well as amounts owing from obligations entered into during the financial year for which payments have not been raised. In particular this applies to donations towards Sightsavers and Embrace The Middle East which were received during December 2023 but had not been forwarded to the charities until January 2024.
- (iii) The funds specified on page 4 represent all the funds of the PCC including those which are subject to special restrictions regarding their use.

The PCC is committed to maintaining an £8,000 minimum reserve representing three months essential expenditure, which is held within the HSBC current and deposit accounts. The level of the minimum reserve will be decided annually by the PCC. It is a requirement to have a contingency plan to restore funds to the minimum reserve level should ever the situation arise.

- (iv) Assets recognised but not valued in the Statement of Assets and Liabilities include:

- Moveable church furnishings held by the Church Warden on special trust for the PCC and which require a faculty for disposal.
- Other fixtures, fittings and office equipment of which the PCC is free to dispose of without faculty and where the original cost exceeded £1,000.

- (v) Expenses paid to clergy may include a small immaterial proportion that relates to their function as PCC members. No other payments were made to PCC members.

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2024

2. Other donations and legacies

	2024	2023
To Restricted Funds:		
Cornerstone Fund donations	£160	
AED Fund (from Wednesday coffee income)	£601	£495
LIGHT service		£448
Friendship Lunch		£100
Wiltshire Council for "Foodbox"	£15000	£5,000
Borough Lands for "Foodbox" (3 grants)	£2700	£3,500
Chippenham Lions for "Foodbox"		£1,520
Sutton Bengel Beer & Sausage Festival for "Foodbox"		£1,500
St Andrews PCC for "Foodbox"	£500	£500
Neighbourly Grant for "Foodbox"	£1000	£1,000
Arnold Clark community fund for "Foodbox"	£2500	
Wiltshire Community Foundation for "Foodbox"	£3000	
Rowde Community Shop for "Foodbox"	£637	
Station Hill Baptist Church for "Foodbox"	£200	
Other donors for "Foodbox"	£1340	£2,654
	<u>£27,638</u>	<u>£16,717</u>
To Unrestricted Funds:		
Craft Day		£37
Angela Hurcum (Marmalade sales)		£57
Daphne Field (cards)		£103
Bev Webb (Sale of Christmas Cakes)		£165
Sale of Votive candles		£91
Keynenburg & Morgan		£100
Collection for Andrew's Leaving Presentation		£606
Bequests (Terry Bate)		£1,000
Sunday Coffee Fund net		£485
Other donations		£73
Collection from funeral of Z Williams	£38	
Donation from Toddlers	£96	
Donation from Lunch Club	£200	
Donation from Wiltshire Historic Churches Trust	£163	
Donation from St Cyriacs (Simon's party)	£514	
Remnants of Flower fund	£22	
In Memory of...Pitchfords	£400	
In Memory of...Tolcher	£500	
In Memory of...Thompson	£1000	
	<u>£2,932</u>	<u>£2,717</u>
Total	<u>£30,570</u>	<u>£19,434</u>

3. Income from Charitable Activities

	2024	2023
--	------	------

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2024

Fundraising for general purposes		
Summer fete (BBQ)	£998	£730
Funeral collections for St. Peter's Church (Kath Bollen)		£80
Use of photocopier		£1
Poems, Puddings and Punch	£330	
Harvest Lunch	£231	
Rock Around the Christmas Tree	£140	
Wedding/Banns Fees	£162	
Funeral Fees	£1,118	
	<u>£2,979</u>	<u>£811</u>
Fundraising for specific purposes		
Energy Fund (part of Funeral Fee)	£50	
Clergy Expense Fund (part of Funeral Fee)	£20	
Christian Aid	See Note at end of Accounts	£25
Sight Savers		£195
Send a Cow (The Ripple Effect)		£409
Leprosy Mission		£308
Embrace The Middle East		£75
Funeral donations for charities		£515
Wiltshire Historic Churches		£236
Dorothy House (D. Pitchford)		£251
Guide Dogs Blind		
Royal Agricultural Benevolent Institute		
McMillan Cancer		
Action on Poverty		
Cancer Research		£296
Ride & Stride		£473
Alzheimers Research (V. Adcock)		£278
Stroke Association		£50
	<u>£70</u>	<u>£3,111</u>
Total	<u>£3,049</u>	<u>£3,922</u>

4. Other trading

	2024	2023
Lord's Mead Playgroup rent	£23,201	£20,052
Other Hall Lettings	£10,989	£12,098
Sunday Coffee	£797	
Votive Candle sales	£142	
Homemade goods	£51	
Wedding/Banns Fees		£99
Funeral Fees		£1825
	<u>£35,180</u>	<u>£34,074</u>

5. Income from investments

	Unrestricted	Restricted	2024	2023
--	--------------	------------	-------------	-------------

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2024

	Designated Funds	Funds		
Interest on CBF Account		£6,504	£6,504	£3,894
Interest on Deposit Account	£352		£352	£143
			<u>£6,856</u>	<u>£4,037</u>

6. Expenditure on charitable activities

	2024	2023
Send a Cow (The Ripple Effect)	See Note at end of Accounts	£409
Sight Savers		£120
Christian Aid		£25
Embrace Middle East		
Prostate Cancer UK (John Webb)		£202
Leprosy Mission		£308
MacMillan Nurses		£296
Wiltshire Historic Churches		£473
Dementia UK (Jean Robbins)		£55
Deanery Synod subscription		£30
Dorothy House (Jean Robbins/Dorothy Pitchford)		£306
Alzheimer's Association (Violet. Adcock)		£278
Wiltshire Air Ambulance (John Webb)		£202
Stroke Association		£50
Foodbox Expenses	£28,758	
Light Service Expenses (Transport for Disabled)	£541	
Total	<u>£29,299</u>	<u>£2,754</u>

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2024

7. Other expenditure

	2024	2023
Clergy Expenses¹		
Expenses	£2,403	£111
Visiting preachers	£736	£1,366
Other Service Costs	£140	
	<u>£3,279</u>	<u>£1,477</u>
Benefice fees	<u>£518</u>	<u>£393</u>
Church Maintenance and Running Expenses		
Electricity	£1,330	£9,827
Gas	£4,150	£0
Insurance	£2,154	£2,121
Grass cutting	£600	£650
Repairs and maintenance	£10,327	£13,882
Imperial Cleaning Services	£15,473	£14,666
Refuse collection	£1,051	£975
Fire extinguishers	£316	£642
Chair Cleaning		£520
Boiler Servicing	£198	£102
LED Replacement Lighting		£234
Lightening Conductor Test		£72
Defibrillator Service fee	£2,160	
	<u>£37,759</u>	<u>£43,690</u>
Church Management and Administration		
Photocopier costs	£1,554	£1,135
Stationery	£82	£110
Computer and software	£457	£848
Telephone	£403	£717
Contactless processing fees	£11	£1
Bank charges	£141	£157
Confidential Shredding	£10	
Hospitality	£275	
Deanery Fees	£60	
Total	<u>£2,991</u>	<u>£2,967</u>
Support costs		
Altar Requisites	£263	£241
Service books/music		£95
Candles/batteries etc	£74	£145
Flowers expenses		£23
Copyright fees	£396	£416
Organ and Piano tuning		
Organist fees		

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2024

Verger fees		
Kitchen Equipment purchases		£394
First Aid Courses		£24
Other	£309	£421
Pastoral Committee expenses		
LIGHT service (H) expenses		£712
Foodbox (I) expenses ²		£7,732
Cornerstone Expenses	£3,547	£4,124
Presentation to Rev Andrew Gubbins (outgoing incumbent)		£614
Church Times Advertisement		£1,050
	<u>£4,589</u>	<u>£15,597</u>
	<u>£49,137</u>	<u>£64,124</u>

¹: The increase in Clergy expenses is due to the end of our interregnum and appointment of a new Priest in Charge and Curate.

² Increase in Foodbox expenditure from £7,732 to £28,758 (listed in Note 6) was due to a significant amount of expense incurred in 2023, but not claimed until 2024.

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2024

8. Restricted Funds

Restricted Funds year-ended 31/12/2024

	A	B	C	D	E	
	Cornerstone Fund	Foodbox	LIGHT Service	AED Fund	Friendship Lunch	Totals
Balance at 01/01/2023						
All Accounts combined	£123,759	£14,417	£1,499	£1,123	£500	
	£123,759	£14,417	£1,499	£1,123	£500	£141,298
Income	£160	£28,908	£380	£601	£0	£30,049
Interest received	£6,504	£0	£0	£0	£0	£6,504
Expenses	£3,547	£28,758	£541	£1,223	£0.00	£34,069
Transfers from/to unrestricted funds	-£10,974	£0	£0	£0	-£200	-£11,174
Total movements in year	-£7,858	£151	-£161	-£622	-£200	-£8,690
Balance at 31/12/2023						
All Accounts combined	£115,902	£14,568	£1,338	£501	£300	£132,608
Total Restricted Funds	£115,902	£14,568	£1,338	£501	£300	£132,608

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2024

Notes:

Restricted Funds in St. Peter's are set out above. All the figures have been provided and confirmed by the designated organisers of the respective funds.

- A. Cornerstone Fund:** This Central Board of Finance account comprises various donations and fund-raising proceeds specifically for the "Cornerstone Project". Proceeds from the sale of Sheldon Road were deposited into this account. Note: 10% of the Sheldon Road proceeds (£10,974.29) have been transferred to the designated Fabric fund. Professional fees incurred for Cornerstone are paid from this account.
- B. Foodbox:** Various donations received from Wiltshire Council and others exclusively for Foodbox expenses for purchase of food.
- C. LIGHT service:** Administered via HSBC account. Donations received fund the expenses incurred, primarily for transport for the disabled.
- D. Sunday Coffee Fund:** Both cash transactions and contactless. Donations to Church funds less expenses.
- E. AED Fund:** Solely funded by the Wednesday coffee proceeds. Shortfall in funds required to maintain the AED made up from unrestricted funds
- F. Friendship Lunch Club:** Cash transactions only. Self-funded by members of the congregation for various social events. £200 donated to general funds

IMPORTANT NOTE

Guidance for Treasurers has been given that monies raised or collected for other organisations should not be included in the Church accounts. However, it would be remiss of us not to acknowledge those funds raised by the congregation for other worthy causes. Therefore I set out below what we have collected on behalf of other charities and organisations.

Sightsavers	£490.50
Embrace The Middle East	£82.50
Leprosy Mission	£400.00
Bishops Ordination Fund	£291.91
The Ripple Effect	£175.00
Christian Aid	£338.10
Wiltshire Historic Churches Trust	£325.00
Alzheimer's Society	£47.00
RSPCA	£50.00
TOTAL	£2,200.01

Note: It was unfortunate that the £400 raised for the Leprosy Mission never found its way to the charity. This was a genuine oversight on behalf of the Treasurer and was revealed whilst compiling these accounts. At the time of publication of these accounts, the £400 has been sent on to the Leprosy Mission.

Independent Examiner's Report to the Trustees of St. Peter's Church, Chippenham, Parochial Church Council

Independent Examiner's Report to the Trustees of St. Peter's Church, Chippenham, Parochial Church Council



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the
accounts

Section A Independent Examiner's Report

Report to the trustees/
members of

The Parochial Church Council of St Peter's Church.
(Chippenham).

On accounts for the year
ended

31st December 2024

Charity no
(if any)

1131473 .

Set out on pages

i - 12 .

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity
("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of
report

As the charity's trustees, 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

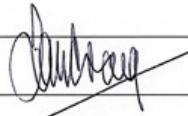
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

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

* Please delete the words in the brackets if they do not apply.

Signed:



Date:

25th April 2024

Name:

IAIN CRAIG.

Relevant professional
qualification(s) or body (if
any):

Past.
Fellow of Chartered Institute of Management
Accounts.

Address:

TYTHE BARN.

HIGH STREET.

SUTTON BINGER SN15 4RE.

FREEWILL OFFERING (FWO) Annual Report 2024

The following figures for 2024 exclude transactions concerned with FoodBox and the Light Service.

You will note how the Parish Giving Scheme (PGS) has been increasing in numbers at the expense of the more traditional methods.

	<u>2023</u>	<u>2024</u>
Number of participants / donors	40	43
Loose coin in Plate	£6,394	£4,981
Giving by standing order / envelopes	£19,997	£11,657
Giving by special donation (yellow envelopes)	£620	£900
Gift Aid Tax recovery	£7,346	£5,427
Parish Giving Scheme (PGS)	£4,046	£16,439
Contactless machine donations	-	£791
TOTAL	£38,403	£39,164

The result indicates a 2% increase in giving as a whole. However, the average annual giving per participant has decreased from £960 in 2023 to £910 in 2024.

I.B.Hurcum

FWO Secretary.

APCM - 2024 DEANERY SYNOD REPORT

1. **General:** The Deanery Synod met twice in 2024: 11th April and 28th November. Attendance averaged 20 representatives from the 7 benefices of the deanery.

St Peter's continues to have no lay Deanery Synod representative, and this report is provided in my role as secretary to the Deanery Synod and its Leadership Team.

2. **11 April Synod** – Synod received a presentation from Helen Lowther from **Safe Families** on their work which supports young families (often single parents and vulnerable), without family close at hand to offer appropriate support. Wiltshire had already identified 33 families currently in need of this assistance, including 7 in Chippenham. Safe Families have a contract with Wiltshire Council to help supply such support.

Other business included:

- a) **Clergy vacancies and appointments:** Licensing of Revd. Lynne Godfrey to St Peter's Lords Mead on 9 May 2024. It noted that the Greenways Benefice advert process for a new incumbent was in hand and that the Rev Benji Tyler would be licensed to St Andrews Chippenham on 21 April 2024.
- b) **EcoChurch Matters:** Revd Matt Stone from Lidbrook Group shared how he had discovered new faith expressions with God in countryside walks and activities during his curacy in North Wilts during covid season. He suggested working collaboratively across the Deanery to bring all the biblical events of God to life in our own settings.
- c) **Deanery Mission Area Plan;** Revd Simon Dunn gave an update of progress and plans

3. **28th November Synod** - Rt Revd Neil Warwick (Bishop of Swindon), Archdeacon Ven. Christopher Bryan and Associate Archdeacon Revd. Adam Beaumont were in attendance. Synod received a talk by Bishop Neil Warwick about his first twelve months in office and then took questions from attendees.

Archdeacon Christopher gave a presentation on the possible merging of the North Wilts and Chippenham Deaneries. Views were sought from the representatives present to be collated by Revd. Adam Beaumont

Julia Childerhouse (Diocesan Synod Rep) gave a brief report on the recent Diocesan Synod meeting which had addressed Makin Report (Safeguarding) and its impact, and also the pressures of lower Parish Share giving on the ability to pay for stipends

Other business included:

- a) **New Appointments:** Phil Townsend as a Deanery representative for the Diocesan Synod and Nick Childerhouse and Mary Clarke as Deanery Synod representatives for St Paul's and St Nicholas in the Greenways benefice respectively.
- b) **Mission Area Update:** interest had been expressed in the Mission Area Youth Work post. The Greenways Benefice post was to be re-advertised.
- c) **Farewell presentation & welcome:** This was the last synod as Area Dean for Sally Wheeler, and as Deanery Secretary for myself. We were thanked for our valued contributions to the life and work of the deanery over many years. The Synod also congratulated Revd. Marc Terry on his appointment as the next Area Dean.

Conclusion

4. As noted above, I have now stepped down as Deanery Secretary after 15 years of service. This makes the absence of a lay Deanery representative for St Peter's even more significant. If no one comes forward for the role, then the one remaining lay link that we have will be gone at an important time when the Chippenham Mission Plan is about to take off. If we want a lay voice in the implementation of the plan, to support Simon as its lead, please offer your services now.

Vivienne Fuller
Chippenham Deanery Secretary

April 2025

2024 Safeguarding Report for APCM meeting of St Peters Church

Despite the fact that I have been physically unable attend St Peters over the past year – I am totally committed to serving you all within the Safeguarding management & policies necessary to protect both children & adults.

Any Safeguarding policies needing to be addressed or reviewed, have been agreed & passed by our PCC. I have advised the PCC regarding all necessary Modules & Courses needed by all the people involved within the areas of their Safeguarding responsibilities for both children & adults - & to date, all necessary modules/courses have been completed by people within the requirement of their role. This has enabled us as a Church to achieve the highest level that is required within the Diocesan annual Audit. Thanks to everyone for all their hard work.

I also very much appreciate the help of both Joan Taylor-Gunston as Assistant Safeguarding Officer with responsibility for Children, & also Caroline Masters who has completely & regularly managed the DBS requirements.

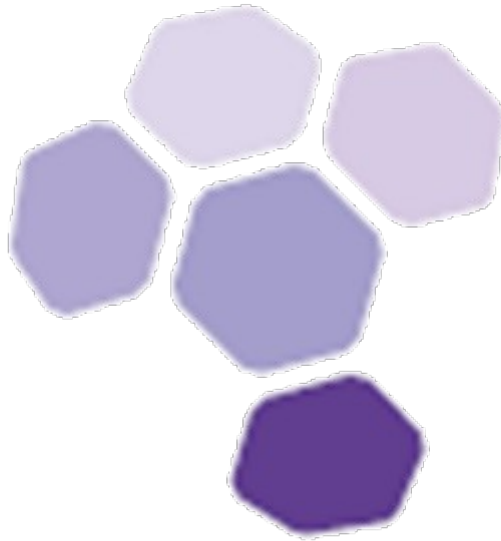
I have updated the PCC for each of their Meetings through a written report, of any reports/safeguarding matters that I have been made aware of. Thankfully, there have been none of any gravity that needed to be redirected to any outside Agencies – other than discussion with a relevant person within the Diocese Office, for confirmation & support within the actions & support needed. I have been able to manage them “remotely” - & trust that you will all have the faith in me to continue this service, both to any vulnerable person in need of protection or help, & especially for our Church.

Bev Webb.
Parish Safeguarding Officer

02.03.2025

Accounts

**AGM/APCM REPORTS
ST PETER'S CHURCH, FROGWELL
FOR YEAR 2023
(Registered Charity No 1131473)**



***Journeying together to share our Christian
faith and the love of God with all'***

5th May 2024

TABLE OF CONTENTS

PCC ANNUAL REPORT TO THE APCM

Appendix A – FoodBox Report

Appendix B - Electoral Roll Report

Appendix C - Church Warden's Fabric Report

Appendix D - Pastoral Care Report

Appendix E - Financial Report & accounts

Appendix F - Free Will Giving Report

Appendix G- Deanery Synod Report

Appendix H - Safeguarding Report

Annual Report 2023 of the Parochial Church Council of St Peter's Church, Frogwell

Aim and Purposes

St Peter's Parochial Church Council (PCC) and the Priest-in-charge, Reverend Andrew Martin Gubbins (until March 2023), shared the responsibility of promoting the whole mission of the church: pastoral, evangelistic, social and ecumenical in the ecclesiastical parish of St Peter's, Frogwell. With the departure of the priest-in-charge, responsibility devolved upon the PCC Transition Team, generously supported by clergy from the diocese and deanery and loyal members of the congregation, to maintain this mission. We remain committed to enabling as many people as possible to 'journey together to share the Christian faith and the love of God with all'. We want to keep in step with God's Spirit in our worship, activities and future plans. The PCC is also specifically responsible for the maintenance of St Peter's Church and Church Community Centre, Lordsmead.

Objectives

Any person is welcome to worship at our church and to become part of the St Peter's community. Our site brings people together for Christian worship, education and fellowship from diverse Christian cultures, including liberal, evangelical, sacramental/catholic and charismatic traditions or none.

Led by the priest-in-charge, church wardens, and leadership team, the PCC maintain an overview of life at St Peter's Church to better serve our wider community. Acts of worship include prayer and scripture, music, sacrament, preaching and interaction. In the rest of our Church's activities, we seek to enable ordinary people to live out their faith as part of our Christian community through:

- Worship, prayer; and discipleship for children and adults;
- Partnerships with a C of E Academy, hirers, churches, charities & people of goodwill
- Pastoral care and social action for people of church and parish, including our FoodBox ministry.
- Mission and outreach work.
- Stewardship of St Peter's physical, financial & human resources, especially the Church Community Centre.

Achievements in 2023

- The maintenance of a rich and varied pattern of worship during the period of vacancy with the help of diocesan and deanery clergy and members of our lay community. All have been essential in ensuring a seamless transition and a positive response in the face of change.
- Moving the Cornerstone/Peter Window, project forward to a tender exercise to reveal the full cost of replacement on a like-for like basis revealing that the outcome was likely to prove unsustainable and seeking Diocesan Advisory Committee advice on the way ahead in the light of cost and manufacturing constraints.
- Continued enhancement of our building and facilities in: recognition of the wider church's net-zero commitment by further replacement of lights with energy saving LED bulbs; improving user experience with the provision of a new projector screen

in the meeting room and installation of a range cooker in its kitchen; and rapid responses to our maintenance issues arising throughout the complex.

- Support for the growth ambition of the Lordsmead playgroup(now with 80 children) through the creation of a new door into the Harris Room, allowing them to become fully secure and self-contained in line with Ofsted requirements, and the installation of new toilets.
- ‘St Peter’s FoodBox’ continued weekly doorstep deliveries to some 110 households which was only possible with the support of 55 volunteers. Governance of the Foodbox operation has now been regularised under the PCC umbrella with approved Terms of Reference for its Strategy Group and letters of appointment to all volunteers. **(A separate report on FoodBox operations in 2023 is at Appendix A)**
- Our Pastoral Support Team maintained their commitment to those in need, physically, spiritually or psychologically.
- Continued support of St Peter’s Academy in worship & governance throughout the vacancy with the help of members from the Deanery.
- Maintaining positive partnerships with all hirers & users of Church & Centre community centre.
- Continuing generosity from the congregation via planned giving, including the Parish Giving Scheme.

Activity in 2023

Worship and prayer

St Peter’s Church has offered a range of services on a weekly, monthly and seasonal basis during the inter-regnum:

- a service of Holy Communion with sermon and hymns on Wednesdays at 10am offered a welcome community for 30 people at a time;
- on Sundays a weekly 10am Parish Communion, except for a lay-led Service of the Word when clergy were unavailable to maintain the previous pattern of worship. (40 people)

Anyone is welcome to attend any services. In 2023 there were 115 parishioners on the Church Electoral Roll, a small increase of 2 on last year. 85 were resident in the Parish and 30 were non-resident. **A full report is at Appendix B.** Attendance at Easter stood at 67 and Christmas at 98.

Regrettably the Kingfisher Messy Church initiative, which was revived post-Covid, had to be suspended with the departure of the priest-in-Charge due to a scarcity of human resources for its continuance and the need to focus on other core activities. It is hoped to reinstate this means of outreach once the new priest-in-charge takes up post.

Again, there were no weddings in the church, although we read banns for weddings in other churches. There were 3 baptisms. Six funeral services were conducted in the church.

Ministry

The combining of lay and ordained leadership matters at St Peter’s in pastoral care, missional initiatives such as FoodBox has maintained services with or without a clergy presence.

LIGHT (monthly worship led by an ecumenical team for people with special needs) has continued led by Revd Canon Alice Kemp as the co-ordinating minister with attendance of 20-30. This is now a recognised activity for St Peter's, although its status in accountability terms remains somewhat opaque.

Cornerstone Project

The PCC has continued to monitor closely all our options relating to the significant challenges of concrete cancer throughout the church structure. More detail on this is contained in the **Fabric Report of the Church Warden at Appendix C.**

Partnerships and Centre Users

The Lord's Mead Pre-School successfully transitioned into the Hall while also retaining use of the Harris Room and the meeting room when required. It continues to thrive in its new setting with some 80 children now enrolled.

The 'Distinctively Christian' input to St Peter's C of E Academy continued with Collective Worship in the church led by visiting clergy. Clergy participation in the governance of the academy ended with the departure of the priest-in-charge.

Our hirers have included Chippenham Male Voice Choir, CLOGs, WWT, Deanery & Diocese, as well as parents & toddlers, uniformed groups and exercise classes as well as family community events.

Pastoral care

A separate report on our pastoral care activities have been submitted for the APCM (Appendix D). Other groups who contribute to our pastoral support, such as Friendship Lunch and the Ladies Guild, men's activity over meals, coffee and walking; and the Choir remain active. Other pastoral initiatives included the church BBQ, a further great success despite being driven in doors by the weather. We also hosted a Harvest Lunch funded by donations and a craft afternoon where the raised some additional funds for the church.

Mission

In a continuing demonstration of our faith, we responded directly to need this past year, exacerbated by the cost-of-living crisis, through our award-winning FoodBox initiative. We also maintained support for many charities: Leprosy Mission, Christian Aid, Send-a-Cow, Stroke Association, Doorway, Food Bank, Cancer Research, Sightsavers, Embrace the Middle East and Wiltshire Historic Churches Trust.

Ecumenical Relationships

The church remains a participating member of Chippenham Churches Together, but the organisation remains fragile post-Covid with the focus remaining on the recovery of individual churches from its aftereffects.

Volunteers

We thank all who have worked so hard over a difficult year as we awaited the appointment of a new Priest-in-Charge. The pool of those able to actively support events and initiatives is limited but they have given freely of their time and energy, sustaining the welcoming and friendly character of the church and encouraging a positive attitude to the impending change in ministry. This has

resulted in a hopeful and expectant community ready to embrace the future. We greatly appreciate all involved from: administrators, rota members, cleaners, flower-ladies, sacristy/servers, the PA team, welcomers, music & arts, treasury, and other unnamed contributions that are nonetheless so very valuable for our community. We could not have done it without you!.

Charitable Status

The PCC takes note of the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion in setting the framework of its public accountability, and in particular this annual report.

Financial Review

A full financial report together with audited accounts for 2023 have been submitted and are incorporated at Annex E. These represent that translation of church activities into financial terms. **The Freewill Offering Report is at Appendix F.**

We have maintained our policy of keeping a £8,000 minimum reserve in line with Diocesan and Charity Commission guidance. Given the impact of Covid, and the unknown overall cost of rectifying the concrete cancer issues inherited by the church since its construction, the PCC maintained its position that it could no longer commit to a gift to the level suggested by the diocese. As the scale and range of uncertainties faced by the church remained unabated, it remained the financially prudent course of action. However, when the diocese's request for 2024 was received, it was agreed to meet their request in full. This was because a much-reduced request was made, reflecting the fact that the church would now be part of a benefice and share ministerial costs with Lacock and Bowden Hill.

Structure, governance and management.

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity. The method of appointment of PCC members is set out in the Church Representation Rules. At St Peter's the membership of the PCC consists of the clergy, churchwardens, any licensed lay minister, deanery synod representatives and members elected by those members of the congregation who are on the electoral roll of the church. All the baptised who attend services at St Peter's are encouraged to register on our Electoral Roll and are welcome to stand for election to the PCC.

PCC members are responsible for making decisions on all matters of general concern and importance to the church and parish. New members receive initial briefing and support as to the workings of the PCC and sign standard terms of reference. All are required to undertake the national church's mandatory safeguarding training.

Officers of the PCC include a church warden, treasurer, and parish secretary and they are ably assisted by any other members of a Leadership Team, that in addition to clergy, can consist of assistant wardens or other nominees of the PCC each year.

Given its wide responsibilities, the PCC has various ways of dealing with particular aspects of parish life. Groups and individuals address worship, safeguarding, Cornerstone, finance, premises, outreach and pastoral issues, all responsible to the PCC and reporting back to it as necessary.

The PCC met 5 times in 2023, The Leadership team met on 6 occasions. The AGM/APCM was held on 12th March 2023.

Links

The Priest-in-charge participated in Diocesan and Deanery life as well as in Chippenham Churches Together and was the PCC's link as Ex-officio Governor for St Peter's C of E Academy.

Deanery Synod

The church had no Deanery Synod representatives during the year. Our Church Warden has, however, remained in her role as Deanery Secretary and member of the Deanery Leadership Team. This has continued to ensure necessary information flows and co-ordination with wider deanery thinking and planning, especially in regard to the development of the Chippenham Deanery Mission Area Plan. **The work of the Synod is covered in a separate APCM report (see Appendix G).**

Safeguarding Report

Safeguarding and Inclusion is informing every aspect of our ministry at St Peter's as we have 'due regard' to the House of Bishops' guidance. Information of who to contact in case of a Safeguarding Concern, or for advice about procedures and good practice in the parish and the diocese is published in the foyer of the Church. St Peter's Church had only one Parish Safeguarding Officer at the start of the year: Bev Webb. Thankfully, we were able to return to our previous complement of two when Joan Taylor- Gunston joined the team as Assistant Safeguarding Officer. Caroline Masters has continued as our DBS Validator.

St Peter's PCC has agreed policy guidance for parish safeguarding, safer recruitment, and response to safeguarding concerns or signs of domestic abuse. The PCC has also adopted the national statement of the House of Bishops 'Promoting a Safer Church; safeguarding policy statement' in our parish safeguarding policy. A regular report by the PSO is made 3 times a year to the PCC. **A safeguarding report for the APCM is at Appendix H).**

St Peter's PSOs input to the Parish Safeguarding Dashboard to monitor performance and progress against national standards and requirements. Whilst progress has been made, much still remains to be done. However, during the course of the year all active PCC members completed the mandatory basic and foundational training on safeguarding. We shall continue to work towards full compliance in 2024.

Administrative Information

St Peter's Church is situated at Frogwell, Chippenham. It is part of the Diocese of Bristol within the Church of England. The correspondence address is St Peter's Church, Lordsmead, Chippenham SN14 0LL. The PCC is a body corporate (PCC Powers measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission (Reg No. 1131473)

PCC members who served at any time from 1 January – 31 December 2023:

Ex-Officio members:	
Priest in charge:	Revd. Andrew Gubbins (Chair) (until March 2023)
Church warden:	Mrs Vivienne Fuller
Deanery Synod representatives:	No representatives.
Elected members:	Mrs. Daphne Brindle (Deputy Chair) Mrs Sue Burt Mrs Elisabeth Davies Mr. Ivan Hurcum Mr Matthew Hurcum (Secretary until June 2023 and Treasurer from June 2023) Mr. Christopher Gough (Treasurer until June 2023)
Co-opted Member	Nigel Fuller (Secretary from June 2023) Bev Webb (Safeguarding Officer)
Former Charity Trustees who served during the financial year.	Ms Colleen McDuling (Until November 2023)

Approved by the PCC and signed on their behalf by Revd. Simon Dunn (PCC Chair)

Revd. Simon Dunn

May 2023



FoodBox: Review of 2023

Background:

The FoodBox project collects surplus food from local stores, supplements this with purchased food, and distributes these to those in need throughout the area. The project runs under the auspices of the PCC and operates in partnership with the wider community across Chippenham and its surroundings. It is wholly run and supported by volunteers from many churches across the area, as well as volunteers from the local community with no church affiliation.

Timeline

- Jan 2023: Andrew Gubbins who originated the scheme announces his departure, leading to the gradual handover of FoodBox to volunteers.
- Apr 2023: An emergency volunteers' meeting called to discuss FoodBox's future, leads to the establishment of a guiding Strategy Team.
- May 2023: Moves continued to regularise the administration and accountability of the scheme, determining an agreed organisational structure with safer recruitment procedures, formal appointment letters and terms of reference.
- Jul 2023: A volunteer recruitment drive is launched to sustain the initiative into the future.

Operational numbers

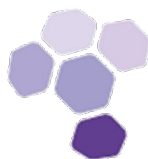
- By the end of the year, FoodBox had grown from c. 30 volunteers to at least 55 volunteers. This followed a successful recruitment campaign which introduced 21 new volunteers, with a further 5 planning to contribute when circumstances allowed.
- FoodBox was operational for 6 days each week, from Sunday to Friday.
- On average c. 110 households received deliveries each week, split into 50 adults-only and 60 with children. Those households total 179 adults and 128 children.
- During 2023, 63 households were added to the list, and 37 ceased needing help.
- Surplus food was collected from 9 supermarkets each week.
- During 2023, FoodBox planned to pack/deliver c. 5,400 bags, but due to emergency additions and occasions when a surplus of food was collected, the number was closer to 6,000 bags.
- In January 2023 it was planned to pack/deliver 93 bags/week, but by years end it approached 115 bags/week. The highest number reached was 119 bags the week before Christmas.

Finances

- FoodBox depends on receiving grants and other donations to enable the purchasing of staple foods. In 2023 grants totalling nearly £16K were received from local authority, charity and public sources.
- Like everyone, FoodBox has been impacted by food inflation costs. A year ago FoodBox's weekly spend was c. £250, it is now c. £300 for just the basic foods.

On behalf of the FoodBox Strategy Team

March 2024



**REPORT ON THE ELECTORAL ROLL
FOR
ST PETER'S, FROGWELL
AGM/APCM 2024**

At the time of the AGM last year there were 113 names on the roll.

Since then we have lost 5 people: Two have died; and
Three have moved away.

We have added seven people to the roll, six of whom are resident, and one is non-resident.

Therefore, the new electoral roll will have 115 names on it.

The new electoral roll will be displayed in the narthex dated 2024. It shows only names; no addresses are shown in accordance with confidentiality rules.

Should you wish to see your full entry, please speak to me and I will show you your entry on the master list which is never on display.

**Mrs Angela Hurcum
Electoral Roll Officer**

18 April 2024

APCM CHURCH WARDEN'S (PREMISES) REPORT: INCLUDING CORNERSTONE – 2023

Introduction

Maintaining our church and its associated community facilities, despite its relative youth, is always a challenge. Last year I commented that 2023 would prove even more demanding with only myself as church warden. This has proved an understatement as additional calls on time and effort resulted from new approval requirements for a listed building, the period of vacancy working with the transition team, liaising with deanery and diocese, participating in the recruitment process and co-ordinating with our sister churches of Lacock and Bowden Hill as we move towards partnership in a new benefice. Despite often feeling like a full-time job, rather than a volunteer post, with the aid and assistance of many colleagues, it has been possible to continue to move the Cornerstone project forward and respond effectively to the frequent maintenance issues that have arisen over the course of the year.

Long Standing Problems: The Peter Window:

At the end of 2022, following the Diocesan Advisory Committee's final recognition that repair was not a viable option, we had progressed the cornerstone to the preparation stage for tender documentation. The tender process proved rather protracted for several reasons. The preparation of the technical documentation, especially for the bespoke concrete mullions proved time consuming. Alan Keiller was particularly helpful in providing advice to our architects on specification details subsequently incorporated into the brief and I am most grateful for his expert advice. The identification of suitable contractors willing to undertake the task, and a specialist manufacturer for the mullions, proved difficult. Ultimately only one firm was found to be capable of the casting task, and even then our architects suggested a trial cast to prove their capability before letting any contract. In April 2023 the tender papers were issued to three contractors each required to use the specialist casting firm as a subcontractor. The time for responses had to be extended to allow full consideration of the requirements. Only two of the contractors ultimately responded in June and one of those indicated that their price was reliant on there being no asbestos being present in the structures to be removed and with an open ended 'cost-plus' contract approach. To try and firm up pricing we commissioned an asbestos survey which was carried out in August, with a report received in September which demonstrated no asbestos was present. A final tender report was received from our architects in November which indicated that on cost grounds there was only one contractor to be recommended at a cost of some £300K including fees. This compares with previous estimates when the project first started some 12 years ago of £65K, subsequently raised to £160K with the passage of time and experience. The PCC were understandably concerned at the scale of costs and the continuing uncertainties surrounding the like-for-like replacement requested by the DAC. It was therefore decided to request an onsite meeting with the DAC to consider the following questions:

- a. What would happen if the only contractor prepared to meet the technical specification failed the trial required to prove technical proficiency?
- b. What would happen if the required grants could not be obtained?
- c. Was there any more affordable option for replacement, other than like-for-like, that the DAC would contemplate if the only other option was closure on H&S grounds?

The DAC agreed to a meeting in January 2024 and we continue to press for consistent advice which will result in an affordable and sustainable solution that does not leave a toxic legacy for our successors.

New Projects to Improve Facilities

Following the transition of the Lordsmead Playgroup into the Hall at the end of last 2022. We had recognised the need for a new door to be cut between the Harris Room and the Hall entrance lobby to assist the groups future expansion and to allow them to meet Ofsted safeguarding requirements for a secure environment for their charges. A faculty was needed from the diocese to permit this, which involved an extended consultation period. This was obtained in April 2023 and the contract let with local company NuFlu. The delay between obtaining the quote and obtaining the faculty resulted in a small cost increase due to inflation. Given the contractors other commitments, the need to undertake the work only during school holidays, it did not prove possible to commence and complete the work until October.

The Hall toilets, now used by the Playgroup were becoming old, tired, stained and unhygienic with repeated repairs being required to cistern syphons etc. Indeed, one cubicle partition collapsed onto a playgroup staff member albeit no injuries were sustained beyond shock. We were fortunate that a child was not involved. Replacement offered a long-term cost-effective solution, and these were fitted in November

The Playgroup also sought our help in replacing the railings around their play area with purpose designed fencing matching that used by the school. This would improve the security of the group and have the added benefit of deterring vandals from accessing the flat roof of the complex from this area as they had done in the past. The PCC were therefore happy to obtain the necessary approval from the diocese needed for this work given the proximity to a listed building. The cost will be born in full by the Playgroup.

In the meeting room we have installed a new projector screen to enhance its facilities for hirers and in January obtained an Area Board Grant to purchase a range cooker for the kitchen to support the friendship lunches.

Thanks to a generous donation, we were able to clean the upholstery of the chairs in the church, significantly improving their appearance.

Delayed/Deferred Projects

The securing of the hall area for the Playgroup's use during the week in term time meant the loss of the accessible toilet for other users during its operation. We pursued the idea of converting the ladies' conveniences in the link to a unisex one with a fully accessible toilet. Two interested contractors were found but, despite giving quotes, both ultimately withdrew from the process. In any event, obtaining the necessary faculty was proving problematic given the space requirements mandated for disabled access. Waivers might have been possible, but the withdrawal of the contractors and absence of detailed plans prevented this. Conscious of other calls on our resources it was decided to put this project into abeyance, but we will return to it in more propitious times. The accessible toilet in the hall remain available to other users at all other times.

EcoChurch

The national church's commitment to achieve net zero carbon emissions by 2030 came with the incentive of £10K grants to individual churches if they agreed to an energy audit. St Peter's signed up to this initiative and an audit was undertaken in October and a report with various recommendations was received in December. This suggested improvements, via major projects costing a total of £230K with breakeven points being reached in many cases decades in the future. Given the potential call on church funds for the Peter Window project, further capital investments on this scale simply could not be achieved. The contents of the report have been noted and we may take up some minor improvements from their list in due course. Our hope of installing better roof installation in the church hall was also set back by the audit in which it did not feature due to the low payback envisaged in its implementation. Again, this will not be pursued given other pressures.

In the meantime, we have had a new electricity supply SMART meter installed which in turn necessitated an improvement to the power supply system. Neither involved cost to church funds being covered by the national Grid and Southern electric respectively. The replacement of light bulbs and strip lighting with LED equivalents has also moved on apace. The Area Board grant that paid for the new cooker for the meeting room kitchen was also used to refund replacement LED fittings to the neighbouring toilets and kitchen.

Ongoing tasks

Other ongoing areas of maintenance covered during the year included:

- Completion of the external redecoration of the exterior of the complex to improve its welcome and weatherproofing as far as was possible.
- The professional repair of potholes in the church car park entrance by CCL surfacing. We sought a contribution to this from the Diocesan Board of Academy Trusts but this was rejected. As the academy's heavy delivery vehicles exacerbated the erosion of the surface across our property it was decided to seek an easement for the use of this access via a modest annual fee. After a long delay from DBAT this was also rejected and a requested onsite visit failed to materialise. News has recently

emerged of the winding up of DBAT due to an adverse OFSTED report and an inheritor Trust is being identified. We will pursue our claim with them in due course.

- Gutter repair to the main church roof, and a similar incident with the EDPM cover to the corridor, resulting in leaks.
- Lightning conductor test;
- Maintenance and repair of the new automatic doors;
- Identification and remedy of an electrical issue causing frequent tripping to the Hall facilities;
- A Health and Safety audit;
- Stripping of carpet from the Harris room and its rewaxing.

Conclusion

The cost of general maintenance over the course of 2023, not including Cornerstone, amounted to just under £14K. This reflected a conscious decision to reinstate long overdue maintenance needs to maintain our rental income and remain an attractive venue for users. Total running expenses including maintenance came to nearly £44K. Since its inception the various activities required to identify a solution to the Peter Window issue have amounted to some £45K. These are not inconsiderable sums when taken alongside Parish share and we could not have sustained them without the income generated from our community complex.

The length of this report demonstrates the range and complexity of task facing church wardens and their PCC colleagues. We should not expect them to diminish with the continuing uncertainties over a solution to the Peter Window and the rise in prices faced from a variety of external sources. Looking to the year ahead, we can expect to face continuing challenges with our buildings. I would certainly welcome the continuing active support of everyone within the church community in taking issues forward and the appointment of a fellow Church warden to share the load would be greatly appreciated.

**Vivienne Fuller
Church Warden**

5 May 2024

Pastoral Work at St. Peter's Church Chippenham for year 2023.

At St. Peter's the Pastoral Team aim to co-ordinate the care of the St. Peter's Church Family.

During the year our team has comprised five members. In compliance with Diocesan requirements, all have completed three online Safeguarding Courses and DBS checks. Four members have completed Volunteer Driver's Agreement forms and Passenger Consent Forms have been agreed for Pastoral lifts.

What do we do?

We meet each month to review and plan our actions. Communication between, commitment to and support for each other is essential for us as a team. Confidentiality is stressed at all times.

Our work is very varied. We aim to respond promptly to those who contact us. People may need support for a short while or it may be over a prolonged period, or just need someone to talk to. We continue to support those who are no longer able to attend church services, our message being 'we the church still care about you and have not forgotten you'. The important ministry of Home Communion is available, monthly, to those who are unable to attend church.

As we can spend a considerable amount of time, visiting people in their own homes, it is vitally important to be able to develop 'trusting relationships' not only with them but also with their families/carers.

We take people regularly for Doctors', Dentists' and Hospital Appointments.

Wherever possible we visit people in hospital, send cards and inform the Hospital Chaplain of their stay.

Regular visits are made to Care Homes (Cepen Lodge and Middlefields).

We provide support where necessary for bereaved families by visiting and sending cards. In October/November we organise a 'tea' (immediately before a Remembering Service) for families who have held a funeral in church during the previous 3 years. This is well received and sometimes it is the first time the families have re visited the church since the funeral took place.

We would like to thank all who have supported us during the year.

Daphne Brindle
Pastoral Team Leader.

March 2024



St. Peters Church

LORDS MEAD, CHIPPENHAM, SN14 0LL

Journeying together to share our Christian faith and the love of God with all.

FINANCIAL STATEMENTS

Year ended 31 DECEMBER 2023

CHARITY NUMBER 1131473

Reference and Administrative Information

Charity name:		St. Peter's Church Chippenham
Charity number:		1131473
Principal office address:		St. Peter's Church Lord's Mead Chippenham Wiltshire SN14 0LL

Charity trustees at date of approval:	Ex-Officio members: Priest in charge: Dep. Chairperson: Church wardens: Treasurer: Deanery Synod representatives: Elected members: Co-opted members:	Rev. Simon Dunn Mrs. Daphne Brindle Mrs. Vivienne Fuller Mr. Matthew Hurcum none Mrs. Daphne Brindle Mrs. Sue Burt Mr. Ivan Hurcum Mr. Chris Gough Mrs Lis Davis Mr Nigel Fuller (Secretary) Bev Webb (Safeguarding Officer)
Former charity trustees who served during the financial year:		Colleen McDuling

Financial Review

Summary: Last year it was reported that the loss of the Tom Metcalf Centre as one of our regular hirers would have a bigger effect on our income this year than in 2022. I am pleased to report that the fall in income from the hiring of our rooms has been limited to less than 8%. This is almost entirely down to the increased provision we've been able to provide to Lords Mead Playgroup who have been able to increase their numbers. The addition of a doorway from the Link to the Harris Room, and other modifications, has allowed this to happen. We have also continued with the upkeep of our premises in line with the Quinquennial Report, with a threefold increase in spending on Repairs and Maintenance. With these investments put in place, the PCC have had the confidence to increase the standard rent for our rooms by approximately 10%, which still represents excellent value for money.

Making comparisons with previous years needs to be made with some caution, as last year we sold a 50% share in a property, netting us approximately £110,000 which has been put to the Cornerstone Fund (90%) and to the Repairs and Maintenance budget (10%). In the years before that we were, of course, severely restricted by Covid regulations.

Income: Our income sources are primarily from voluntary giving and the renting out of our rooms. As stated earlier, our rental income has fallen by 8%. In 2022 it was reported that our voluntary giving fell by some 9%

on 2021. This year it has fallen by a further 4% primarily due to the passing away and leaving of members of our congregation. Given the rate of inflation over recent years, this has had a significant impact on what we are able to do as a church.

Expenditure: Our big expenditure items were Parish Share (£39,600), electricity (£9,700), repairs and maintenance (£16,200) and cleaning costs (£13,400). The outlook for the coming year is to maintain and hopefully increase our income from room rentals, due to the investments that we've made in our facilities. We continue to look at ways we can reduce our exposure to energy costs, such as by fitting radiator thermostatic valves and LED bulbs to our lighting.

Parish Share: In the past two years, the PCC took the difficult decision to pay a reduced Parish Share from that requested by the Diocese, although 2023 saw us pay 10% more than in 2022. For 2024, the Diocese have requested a sum which equates to a further 8% increase on what we paid in 2023. This is a significant drop in what was requested in previous years reflecting that the parish will now form part of a benefice with Lacock and Bowden Hill, thereby sharing clergy costs. As such, it was felt by the PCC that we should show goodwill and strive to meet the requested amount (approx. £43,000).

FoodBox at St. Peter's: It is unfortunate to report that the current economic situation means that this service remains necessary. This year saw a recruitment drive which increased the number of volunteers. Income from grants and donations topped £15,800 in the past year, although down on last year. Their finances remain healthy.

Cornerstone Fund: The Cornerstone fund has remained static over the year, earning a modest amount of interest, balanced by various professional fees.

Conclusion: The most concerning aspect is the ongoing reduction in Voluntary Giving, in both absolute and real terms. With the inevitable increase in costs due to the global financial situation it will continue to be a challenge for St Peters to maintain a healthy budget. Close consideration of all costs, and increased promotion of the building as a hireable venue, should enable St Peters to continue operating successfully.

I would like to thank all those who have helped the Treasury team this year, with particular thanks to Ivan Hurcum for his continued weekly processing of any income to St Peters and to Chris Gough for his ongoing guidance and advice from when I took on the role of Treasurer.

Matthew Hurcum PCC Treasurer

STATEMENT OF FINANCIAL ACTIVITIES

INCOME AND ENDOWMENTS FROM: Donations and Legacies Regular giving Receipts from donors

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds (Note 8)	Total 2023	Total 2022
Planned giving	£24,364		£100	£24,464	£27,677
Collections other than planned giving	£5,851			£5,851	£3,981
Income tax recovered	£8,080		£25	£8,105	£8,274
Grants	£4,104			£4,104	£970
	<u>£42,399</u>		<u>£125</u>	<u>£42,524</u>	£40,902

Other Donations and Legacies (note 2)	£2,717		£16,717	£19,434	£130,310
Income from Charitable Activities (note 3)	£3,922			£3,922	£4,361
Other Trading Activities (note 4)	£34,074			£34,074	£38,471
	<u>£40,713</u>		<u>£16,717</u>	<u>£57,430</u>	£173,142

Total Deposited into Bank	<u>£83,112</u>		<u>£16,842</u>	<u>£99,954</u>	£214,044
Income from Investments (note 5)	£143		£3,894	£4,037	£1,523
Total Income and Endowments	<u>£83,255</u>		<u>£20,737</u>	<u>£103,992</u>	<u>£215,567</u>

EXPENDITURE ON:

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds (Note 8)	Total 2023	Total 2022
Expenditure on Charitable Activities (note 6)	£2,754			£2,754	£2,099
Parish Share	£39,600			£39,600	£36,000
Other Expenditure (note 7)	£52,345		£12,173	£64,518	£159,093
Total Expenditure from Bank Account	<u>£94,699</u>		<u>£12,173</u>	<u>£106,872</u>	<u>£197,192</u>

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds (Note 8)	Total 2023	Total 2022
Net income/(expenditure)	(£11,443)		£8,563	(£2,880)	£18,375
Transfers between funds					£87,023
Net movement in funds	(£11,443)		£8,563	(£2,880)	£105,399
Add back net movement in unrepresented cheques (note 8)	£0	£0	£0	£0	-£241
Cash at bank 1st January	£23,812	£0	£133,134	£157,031	£51,873
Cash at bank 31st December	<u>£12,368</u>		<u>£141,697</u>	<u>£154,151</u>	<u>£157,031</u>

STATEMENT OF FINANCIAL POSITION

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds (Note 8)	Total 2023	Total 2022
Cash Funds					
HSBC current account	£1,568		£17,489	£19,057	£26,052
HSBC deposit account	£11,250			£11,250	£6,806
CBF Cornerstone Fund			£123,759	£123,759	£123,989
Cash floats				£85	£184
Total Assets	£12,818		£141,248	£154,151	£157,030
Liabilities					
Net Assets	<u>£12,818</u>		<u>£141,248</u>	<u>£154,151</u>	<u>£157,030</u>

The attached notes on pages 5 to 12 form part of these financial statements.

Prepared by Matthew Hurcum (PCC Treasurer)



Approved by the PCC to the Priest in Charge and PCC Secretary at its meeting of 18th April 2024



Rev Simon Dunn (PCC Chair)



Nigel Fuller (PCC Secretary)

1. Notes

- (i) The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 and the Charities Act 2011. These financial statements have also applied the guidance from the new Charities SORP (FRS102) that is effective for all year ends from 31 December 2015 onwards and replaces the Charities Statement of Recommended Practice (SORP 2005).
- (ii) These financial statements are prepared using the receipts and payments basis and as such exclude income earned during the financial year that have not been received as at 31 December as well as amounts owing from obligations entered into during the financial year for which payments have not been raised. In particular this applies to donations towards Sightsavers and Embrace The Middle East which were received during December 2023 but had not been forwarded to the charities until January 2024.
- (iii) The funds specified on page 4 represent all the funds of the PCC including those which are subject to special restrictions regarding their use.

The PCC is committed to maintaining an £8,000 minimum reserve representing three months essential expenditure, which is held within the HSBC current and deposit accounts. The level of the minimum reserve will be decided annually by the PCC. It is a requirement to have a contingency plan to restore funds to the minimum reserve level should ever the situation arise.

- (iv) Assets recognised but not valued in the Statement of Assets and Liabilities include:

- Moveable church furnishings held by the Church Warden on special trust for the PCC and which require a faculty for disposal.
- Other fixtures, fittings and office equipment of which the PCC is free to dispose of without faculty and where the original cost exceeded £1,000.

- (v) Expenses paid to clergy may include a small immaterial proportion that relates to their function as PCC members. No other payments were made to PCC members.

2. Other donations and legacies

	2023	2022
To Restricted Funds:		
Cornerstone Fund donations via current a/c		£110,143
Wednesday Coffee Fund	£495	£343
LIGHT service	£448	£1,460
Friendship Lunch	£100	
Wiltshire Council for "Foodbox"	£5,000	£4,936
Borough Lands for "Foodbox" (3 grants)	£3,500	£0
Chippenham Lions for "Foodbox"	£1,520	£0
Sutton Benger Beer & Sausage Festival for "Foodbox"	£1,500	£0
St Andrews PCC for "Foodbox"	£500	£500
Neighbourly Grant for "Foodbox"	£1,000	£1,000
Other donors for "Foodbox"	£2,654	£10,726
Pastoral Committee		£40
	£16,717	£129,148
To Unrestricted Funds:		
Craft Day	£37	£0
Angela Hurcum (Marmalade sales)	£57	£127
Daphne Field (cards)	£103	£44
Bev Webb (Sale of Christmas Cakes)	£165	
Sale of Votive candles	£91	
Keynenburg & Morgan	£100	
Collection for Andrew's Leaving Presentation	£606	
Bequests (Terry Bate)	£1,000	£0
Sunday Coffee Fund net	£485	£325
Sally Powell (piano/organ tuning)		£169
Other donations	£73	£398
	£2,717	£1,163
Total	£19,434	£130,310

3. Income from Charitable Activities

	2023	2022
Fundraising for general purposes		
Summer fete (BBQ)	£730	£1,455
Funeral collections for St. Peter's Church (Kath Bollen)	£80	£458
Use of photocopier	£1	
Tradewinds BBQ		£510
Other		£365
	<u>£811</u>	<u>£2,787</u>
Fundraising for specific purposes		
Children's Society		£50
Christian Aid	£25	£187
Sight Savers	£195	£122
Send a Cow (The Ripple Effect)	£409	£166
Leprosy Mission	£308	£271
Embrace The Middle East	£75	£0
Funeral donations for charities	£515	£0
Wiltshire Historic Churches	£236	£15
Dorothy House (D. Pitchford)	£251	£137
Guide Dogs Blind		£143
Royal Agricultural Benevolent Institute		£168
McMillan Cancer		£260
Action on Poverty		£55
Cancer Research	£296	
Ride & Stride	£473	
Alzheimers Research (V. Adcock)	£278	
Stroke Association	£50	
	<u>£3,111</u>	<u>£1,573</u>
Total	<u>££3,922</u>	<u>£4,361</u>

4. Other trading

	2023	2022
Tom Metcalfe Centre rent		£6,747
Lord's Mead Playgroup rent	£20,052	£16,960
Other Hall Lettings	£12,098	£11,182
Wedding fees	£99	£434
Funeral fees	£1,825	£3,148
	<u>£34,074</u>	<u>£38,471</u>

5. Income from investments

	Unrestricted Designated Funds	Restricted Funds	2023	2022
Interest on CBF Account		£3,894	£3,894	£1,503
Interest on Deposit Account	£143		£143	£20
			<u>£4,037</u>	<u>£1,523</u>

6. Expenditure on charitable activities

	2023	2022
Send a Cow (The Ripple Effect)	£409	£166
Sight Savers	£120	£122
Children's Society		£210
Christian Aid	£25	£187
Embrace Middle East		£0
Prostate Cancer UK (John Webb)	£202	£0
Leprosy Mission	£308	£271
MacMillan Nurses	£296	£260
Wiltshire Historic Churches	£473	£0
Dementia UK (Jean Robbins)	£55	£0
Deanery Synod subscription	£30	£0
Dorothy House (Jean Robbins/Dorothy Pitchford)	£306	£137
Guide Dogs Blind		£143
Royal Agricultural Benevolent Institute		£168
Action on Poverty		£55
Alzheimer's Association (Violet. Adcock)	£278	£45
Forever Friends Appeal (RUH)		£168
Wiltshire Air Ambulance (John Webb)	£202	£168
Stroke Association	£50	
Total	<u>£2,754</u>	<u>£2,099</u>

7. Other expenditure

	2023	2022
Clergy Expenses		
Expenses	£111	£1,334
Visiting preachers	£1,366	£29
	<u>£1,477</u>	<u>£1,363</u>
Benefice fees	£393	<u>£1,183</u>
Church Maintenance and Running Expenses		
Electricity	£9,827	£4,997
Gas	£0	£2,030
Water rates	£0	£0
Insurance	£2,121	£2,004
Grass cutting	£650	£650
Repairs and maintenance	£13,882	£5,386
Imperial Cleaning Services	£14,666	£13,871
Refuse collection	£975	£880
Fire extinguishers	£642	£437
Chair Cleaning	£520	£0
Boiler Servicing	£102	
LED Replacement Lighting	£234	
Lightening Conductor Test	£72	
	<u>£43,690</u>	<u>£30,256</u>

Church Management and Administration

Photocopier costs	£1,135	£935
Postage		£9
Stationery	£110	£8
Computer and software	£848	£1,476
Telephone	£717	£646
Contactless processing fees	£1	
Bank charges	£157	£226
Total	<u>£2,967</u>	<u>£3,300</u>
Support costs		
Altar Requisites	£241	
Service books/music	£95	
Candles/batteries etc	£145	
Flowers expenses	£23	
Copyright fees	£416	£224
Organ and Piano tuning		£169
Organist fees		£120
Verger fees		£120
Kitchen Equipment purchases	£394	£249

First Aid Courses	£24	£0
Other	£421	£306
Pastoral Committee expenses		£15
LIGHT service (H) expenses	£712	£899
Foodbox (I) expenses	£7,732	£12,313
Cornerstone Expenses	£4,124	
Presentation to Rev Andrew Gubbins (outgoing incumbent)	£614	
Church Times Advertisement	£1,050	
Transfer to CBF Cornerstone Fund		£108,576
	<u>£15,597</u>	<u>£122,990</u>
	<u>£64,124</u>	<u>£159,093</u>

8. Restricted Funds

Restricted Funds year-ended 31/12/2023

	A	B	C	D	E	F	
	Cornerstone Fund	Foodbox	LIGHT Service	Wednesday Coffee Fund (AED)	Friendship Lunch	Flower Fund	Totals
Balance at 01/01/2023							
HSBC accounts	£0	£6,349	£1,768	£628	£400	£0	£9,146
CBF deposit account	£123,989	£0	£0	£0	£0	£0	£123,989
Cash floats	£0	£0	£0	£40	£122	£22	£184
	£123,989	£6,349	£1,768	£667	£522	£22	£133,318
Donations	£0	£15,799	£443.00	£584	£1,651	£0	£18,550
Other Voluntary Receipts	£0	£0	£0	£0	£0	£0	£0
Interest received	£3,894	£0	£0	£0	£0	£0	£3,894
Expenses	-£4,124	-£7,732	-£712	£0	-£1,521	£0	-£14,088
Transfers from/to unrestricted funds	£0	£0	£0	£0	£0	£0	-£200
Total movements in year	-£229	£8,068	-£269	£584	£130	£0	£8,083
Balance at 31/12/2023							
HSBC accounts	£0	£14,417	£1,499	£1,123	£500	£0	£17,339
CBF deposit account	£123,759	£0	£0	£0	£0	£0	£123,759
Cash floats	£0	£0	£0	128	£153	£22	£303
Total Restricted Funds	123,759	£14,417	£1,499	£1,251	£653	£22	£141,401

Notes:

Restricted Funds in St. Peter's are set out above. All the figures have been provided and confirmed by the designated organisers of the respective funds.

- A. Cornerstone Fund:** This Central Board of Finance account comprises various donations and fund-raising proceeds specifically for the "Cornerstone Project". Proceeds from the sale of Sheldon Road were deposited into this account. Note: 10% of the Sheldon Road proceeds (£10,974.29) are earmarked for the Fabric Fund. Professional fees incurred for Cornerstone are paid from this account.
- B. Foodbox:** Various donations received from Wiltshire Council and others exclusively for Foodbox expenses for purchase of food.
- C. LIGHT service:** Administered via HSBC account. Donations received fund the expenses incurred, primarily for transport for the disabled.
- D. Sunday Coffee Fund:** Both cash transactions and contactless. Donations to Church funds less expenses.
- E. Wednesday Coffee Fund:** Cash received for refreshments. £384 for future Defibrillator costs only (payment due in February 2024). Propose to rename fund Defibrillator Fund as it should reflect the use of the fund, not the source of funding.
- F. Friendship Lunch Club:** Cash transactions only. Self-funded by members of the congregation for various social events.
- G. Flower Fund:** Cash donations and transactions. There has been no activity on this fund, proposal to dissolve the fund and flower expenses to be met out of church general funds.

Independent Examiner's Report to the Trustees of St. Peter's Church, Chippenham, Parochial Church Council

Independent Examiner's Report to the Trustees of St. Peter's Church, Chippenham, Parochial Church Council



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the
accounts

Section A Independent Examiner's Report

Report to the trustees/
members of

Charity Name
PCC OF ST PETERS CHURCH
CHIPPENHAM.

On accounts for the year
ended

31ST DECEMBER 2023

Charity no
(if any)

1131473 .

Set out on pages

1 - 12

(insert here to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity
("the Trust") for the year ended 31ST DECEMBER 2023 .

Responsibilities and basis of
report

As the charity's trustees, 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

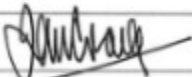
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~*) which gives me cause to believe that in, any material respect:

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

* Please delete the words in the brackets if they do not apply.

Signed:



Date:

2nd May 24.

Name:

IAIN CRAIG.

Relevant professional
qualification(s) or body (if
any):

FELLOW - CHARTERED INSTITUTE OF MANAGEMENT
ACCOUNTANTS (RETIRED).

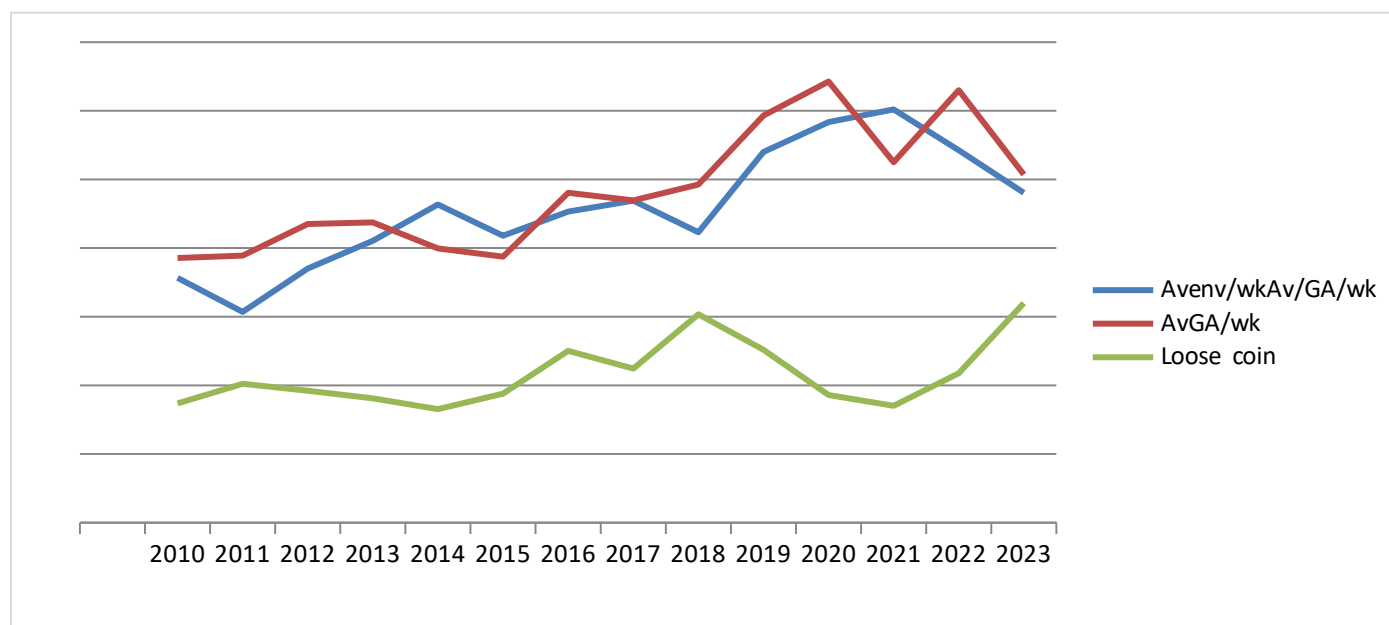
Address:

TYTHE BARN. HIGH STREET
SUTTON BINGER WILTSHIRE
SN15 4RE.

Freewill Offering – 2023

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Envelopes & Stdng Orders	81	76	71	68	68	57	53	53	50	40
Total Contents £ *	39035	33027	33466	33175	29922	31971	32176	33180	28202	19997
Av/env/week	9.27	8.36	9.06	9.38	8.46	10.8	11.67	12.04	10.85	9.61
No. regular Gift Aid	61	58	56	52	52	49	51	50	43	37
Av GA / wk	7.99	7.75	9.61	9.39	9.85	11.86	12.85	10.5	12.60	10.14
Yellow GA *	3683	3240	4012	3530	3900	3424	2306	355	680	620
Tax Rebate *	8214	8346	7864	8453	8640	8881	7874	8114	7774	7346
Loose coin in Plate £ *	3306	3757	5004	4488	6069	5036	3717	3402	4355	6394
Parish Giving Scheme										4046
<i>* Total FWO Income</i>	54238	48370	50346	49646	48531	49312	46073	45051	41011	38403

AVERAGE GIVING



Comment

These figures give a mixed message: we have lost a number of regular givers, consequently the gift aided average has gone down. Also, although the plate cash giving has increased, and the introduction of the Parish Giving Scheme has tended to improve the picture, it remains that the overall giving has decreased noticeably. We need to increase our attendance, and to raise our individual giving. *Ivan Hurcum, FWO Secretary*

Appendix G

APCM - 2023 DEANERY SYNOD REPORT

1. **General:** The Deanery Synod met three times in 2023: 23rd March; 22nd June; and 23rd November. Attendance averaged 25 representatives from the 7 benefices of the deanery. St Peter's currently has no lay Deanery Synod representative, and this report is provided in my role as secretary to the Deanery Synod and its Leadership Team.

2. **23rd March Synod** – The meeting was primarily taken up with a series of presentations made by diocesan staff:

- a. **Chris Dobson**, was occupying a new post as adviser to the parishes on discipleship and evangelism. He wished to hear from parishes about how he could best help to support them in this important area of growth.
- b. **Stephanie Hayton**, Warden of Readers, spoke on the vision and support for lay ministry.
- c. **Liz Townend**, the Director of Education at the Diocese, was introduced as their senior link leadership team link to the deanery. This was part of a new initiative to improve dialogue and co-ordination.

Julia Childerhouse, the Deanery Lay Chair gave an update to Synod on the continuing development of the Chippenham Deanery Mission Area bid. Dick Spencer, the Deanery Eco Champion, gave a brief update on the development of the EcoChurch initiative.

Following a recent General Synod decision on the blessing of gay marriages, it was announced that the planned establishment of a new relationship with Kigezi Diocese through the Uganda Link, to replace that with Mukono, was in abeyance. The intention was to keep links open and rekindle a positive relationship over time.

3. **22nd June Synod** – The Synod was primarily focused on an update of the developing Deanery Mission Area Proposal: A revised version had been put to the Diocese for discussion resulting in some further refinements before submission to the Bishops Council for approval. This current draft responded directly to the four outcomes which had emerged from the Diocesan Transforming Church Together (TCT) strategy:

- A form of church in every community in which all can participate & thrive.
- People who worship God in every aspect of their lives.
- The local church recognised as a powerful force for Gospel change.
- Environmentally and financially sustainable.

It would aim initially to deliver transformative cultural change in six of the twelve strategic activities identified in the Diocesan strategy:

- Ensuring our forms of church best serve our communities.
- Releasing ministers to flourish and support their wellbeing.
- Build pathways into a deep lived-out Christian faith.
- Develop our volunteers.
- Engaging under-18s.
- Building partnerships for gospel change.

It was also announced that the establishment of a new link with Kigezi Diocese was now increasingly unlikely given the church in Uganda's opposition to the General Synod decision on the blessing of gay marriages, which they believed undermined the teachings of the church.

4. **24th November Synod** – Ven Christopher Bryan announced that the Chippenham Mission Area Plan had been approved.

Revd. Canon Alice Kemp reported on the General Synods of July & November 2023: The York Synod in July had acknowledged and deeply regretted the safeguarding failures of the Church of England and especially their effect on victims and survivors. In discussions of the church's response to the climate emergency it was agreed that The November Synod had focussed on the controversial questions involved in Living in Love and Faith and same sex relationships. After a difficult debate it had been agreed that Bishops would be free to make space for prayers for same sex relationships. This would be in the form of stand-alone services for blessing same-sex couples. This would be for a trial period. It was for each Diocese to decide whether they pursued the proposal for same-sex blessings.

Revd. Canon Alice Kemp (in her role as Diocesan Disability Adviser) and Leanne Parkes from the Diocese's Disability and Mental Health Team, gave a presentation on the issues involved and helpful initiatives and resources to address them. Bristol Diocese had signed up to the Sunflower Lanyard scheme, as a discreet means for people to signal that they might need support. The scheme would help churches to be more inclusive and PCCs were encouraged to sign up.

Amy Dartington spoke on the aim to support the reduction of carbon emissions from energy used in churches, schools, cathedrals, houses and other buildings through a series of energy audits with a £30M grant fund for improvements. The ambition was to achieve net zero by 2030. Individual audits would result in recommendations which could draw down grants of up to £10K for each church from the fund. She urged churches to seek an audit and to appoint an eco-champion to share information on this area of activity.

Vivienne Fuller
Chippenham Deanery Secretary

May 2024

2023 Safeguarding Report for APCM meeting of St Peters Church

Despite the fact that I have been too unwell to physically attend St Peters over the past 6 months – I am totally committed to serving you all within the Safeguarding management & policies necessary to protect both children & adults.

Any Safeguarding policies needing to be addressed or reviewed, have been agreed & passed by our PCC. I have advised the PCC regarding all necessary Modules & Courses needed by all the people involved within the areas of their Safeguarding responsibilities for both children & adults - & to date, all necessary modules/courses have been completed by people within the requirement of their role.

I also very much appreciate Joan Taylor-Gunston joining me as Assistant Safeguarding Officer after completing the necessary training for the role, & also Caroline (Masters) who has completely & regularly managed the DBS requirements – for which I thank them both.

I have updated the PCC for each of their Meetings (either in person, or through a written report) on any reports/safeguarding matters that I had been made aware of. Thankfully, there have been none of any gravity that needed to be redirected to any outside Agencies – other than discussion with the relevant person within the Diocese Office, for confirmation & support within the actions & support needed. I have been able to manage them “remotely” - & trust that you will all have the faith in me to continue this service, both to any vulnerable person in need of protection or help. & especially for our Church.

Bev Webb.
Parish Safeguarding Officer

17.02.2024

Accounts

**AGM/APCM REPORTS
ST PETER'S CHURCH, FROGWELL
FOR YEAR 2022**



***‘Journeying together to share our Christian
faith and the love of God with all’***

March 2023

TABLE OF CONTENTS

PCC ANNUAL REPORT TO THE APCM

Appendix A – Electoral Roll Report

Appendix B - Church Warden's Fabric Report

Appendix C - Fund Raising/Social Committee Repot

Appendix D - Pastoral Care Report

Appendix E - Financial Report & accounts

Appendix F - Free Will Giving Report

Appendix G- Deanery Synod Report

Appendix H - Safeguarding Report

Annual Report (2022) of the Parochial Church Council of St Peter's Church, Frogwell

Aim and Purposes

St Peter's Parochial Church Council (PCC) and the Priest-in-charge, Reverend Andrew Martin Gubbins, share the responsibility of promoting the whole mission of the church: pastoral, evangelistic, social and ecumenical in the ecclesiastical parish of St Peter's, Frogwell. We are committed to enabling as many people as possible to 'journey together to share the Christian faith and the love of God with all'. We want to keep in step with God's Spirit in our worship, activities and future plans. The PCC is also specifically responsible for the maintenance of St Peter's Church and Church Centre, Lordsmead.

Objectives

Any person is welcome to worship at our church and to become part of the St Peter's community. Our site brings people together for Christian worship, education and fellowship from diverse Christian cultures, including liberal, evangelical, sacramental/catholic and charismatic traditions or none.

Led by the priest-in-charge, church wardens, and leadership team, the PCC maintain an overview of life at St Peter's Church so to better serve our wider community. Acts of worship include prayer and scripture, music, sacrament, preaching and interaction. In the rest of our Church's activities, we seek to enable ordinary people to live out their faith as part of our Christian community through:

- Worship, prayer; and discipleship for children and adults;
- Partnerships with a C of E Academy, hirers, churches, charities & people of goodwill
- Pastoral care and social action for people of church and parish, including our FoodBox ministry.
- Mission and outreach work.
- Stewardship of St Peter's physical, financial & human resources, especially the Church Centre.

Achievements in 2022

- The positive response to the recommencement of worship on Palm Sunday 2021 has been maintained. With the lifting of Covid restrictions relative normality has returned allowing the reintroduction of much missed social fellowship in our communal gatherings – both religious and social. Basic hygiene precautions have been retained given the continued circulation of Covid variants within the wider community.
- Moving the Cornerstone, Peter Window, project forward to the tender preparation stage and enhancing facilities where possible – through wider use of energy saving LED bulbs and thermostatically controlled radiator valves, bidding for a council grant for new appliances in the meeting room kitchen and rapid responses to our problematic heating system boiler and controls.
- 'St Peter's FoodBox' continued weekly doorstep deliveries to 80-100 households which was only possible with the support of 22-25 volunteers each week.

Governance of the Foodbox operation has been regularised under the PCC umbrella.

- Our Pastoral Support Team maintained their commitment to those in need, physically, spiritually or psychologically.
- Continued support of St Peter's Academy in worship & governance.
- Maintaining positive partnerships with all hirers & users of Church & Centre despite.
- Continuing generosity from the congregation via planned giving and with the introduction of the Parish Giving Scheme towards the end of the year on our new website..
- Continued recovery of St Peter's hire income in general post Covid and the mitigation of the loss of that previously obtained from the Tom Metcalfe Centre's use of our facilities, who closed their operations In November due to staffing difficulties.
- Launching of a new website to support the whole mission of the church.

Activity in 2022

Worship and prayer

St Peter's Church has offered a range of services on a weekly, monthly and seasonal basis to inspire and encourage our community. For example:

- a service of Holy Communion with sermon and hymns on Wednesdays at 10am offered a welcome community for 17-30 people at a time;
- at 8am Sunday Communion: a said service for a further 3-7 people;
- on Sundays a weekly 10am Parish Communion, except for a Service of the Word on the 3rd Sunday of each month. (29-46 people)

Anyone is welcome to attend any services. In 2022 there were 112 parishioners on the Church Electoral Roll, 80 were resident in the Parish and 32 non-resident. A further fall in the roll is a disappointment but perhaps inevitable given the impact of Covid. **A full report is at Appendix A.** Attendance at Easter stood at 52 and Christmas at 32. Services to mark Her Majesty the Queen's Platinum Jubilee and sadly her subsequent death, were well attended (50 and 55 respectively).

The reinstatement of Kingfisher Messy Church to allow families to play, create, worship and eat together has continued in 2022 with attendance of 27-34.

Again, there were no weddings in the church, although we often read banns for weddings in other churches. There were five baptisms. Eight funeral services were conducted in the church together with four at Semington crematorium and one at a local cemetery.

Ministry

The combining of lay and ordained leadership matters at St Peter's in pastoral care, missional initiatives such as Messy Church and St Peter's FoodBox has maintained services with or without a clergy presence (for example during the priest-in -charge's sick leave.

LIGHT (monthly worship led by an ecumenical team for people with special needs) has continued post-Covid led by Revd Canon Alice Kemp as the co-ordinating minister with attendance of 20-30.

Cornerstone Project

A PCC task group continues to monitor our options with regard to the overwhelming challenges of concrete cancer. More detail on this is contained in the **Fabric Report of the Church Warden at Appendix B.**

Partnerships and Centre Users

Our long association with the Tom Metcalfe Centre, which provided day-care services for adults with special needs from the Church Hall, came to an end in November. This was due to Family Action's own internal recruitment difficulties; the church having been fully supportive of the charity during its difficult Covid impacted operations.

As a result of the TMC's closure, the greater space and opportunities for growth that the Hall offered were taken up by the Lord's Mead Pre-School. Not only did this help them to consider expansion to meet a growing local need, but also allowed the church to somewhat mitigate the loss of income from the TMC's departure. The outcome was thus beneficial to both sides and the church maintains its strong support for the Playgroup which continues to thrive in its new setting.

The 'Distinctively Christian' input to St Peter's C of E Academy has continued with the reintroduction of Collective Worship at the church and through participation in its overall governance.

Our hirers have included Chippenham Male Voice Choir, CLOGs, WWT, Deanery & Diocese, as well as parents & toddlers, Guides, Brownies, Rangers, and exercise groups.

Mission and other pastoral initiatives have gradually returned. The church BBQ again proved a great success as did a Poems, Punch and Puddings night. **(A report on the work of the Fund Raising/Social Committee is at Appendix C)**

Pastoral care

A separate report on our pastoral care activities have been submitted for the APCM (Appendix D). Other groups who contribute to our pastoral support, such as Friendship Lunch and the Ladies Guild, men's activity over meals, coffee and walking; study groups and the Choir remain active.

Mission

In a continuing demonstration of our faith, we responded directly to need this past year, exacerbated by the cost-of-living crisis, through our award-winning FoodBox initiative. We also maintained support for many charities: SAT-7, Leprosy Mission, Christian Aid, Children's Society, Send-a-Cow, Doorway, Food Bank, Street Pastors, Sightsavers, Embrace the Middle East and Wiltshire Historic Churches Trust.

Ecumenical Relationships

The church is a member of Chippenham Churches Together, participating in shared worship and witness, but Covid and the weight of responsibilities attaching to the pastoral care of individual churches has meant that it still has not fully recovered. A joint Good Friday open air service was held in Monkton Park.

Volunteers

We thank all who have worked so hard over the year to ensure our church returns to its original welcoming and friendly character through their contributions to its many groups and roles, all keeping things running smoothly, and responding generously to those in need. We appreciate all the administrators, rota members, cleaners, flower-ladies, sacristy/servers, the PA team, welcomers, music & arts, treasury, and other unnamed contributions that are nonetheless so very valuable and much appreciated.

Charitable Status

The PCC takes note of the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion in setting the framework of its public accountability, and in particular this annual report.

Financial Review

A full financial report together with audited accounts for 2022 have been submitted separately for the APCM (see Appendix E). These represent that translation of church activities into financial terms. **(The Freewill Offering Report is at Appendix F)**

We have maintained our policy of keeping a £8,000 minimum reserve in line with Diocesan and Charity Commission guidance. Given the impact of Covid, and the as yet unknown overall cost of rectifying the concrete cancer issues inherited by the church since its construction, the PCC decided that it could no longer commit to a gift to the level suggested by the diocese. This decision was taken with much soul searching and regret, but it was felt that, given the scale and range of uncertainties faced by the church at this time, it was the financially prudent course of action.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity. The method of appointment of PCC members is set out in the Church Representation Rules. At St Peter's the membership of the PCC consists of the clergy, churchwardens, any licensed lay minister, deanery synod representatives and members elected by those members of the congregation who are on the electoral roll of the church. All the baptised who attend services at St Peter's are encouraged to register on our Electoral Roll and are welcome to stand for election to the PCC.

PCC members are responsible for making decisions on all matters of general concern and importance to the church and parish. New members receive initial briefing and support as to the workings of the PCC.

Officers of the PCC include 2 church wardens, treasurer, and parish secretary and they are ably assisted by any other members of a Leadership Team, that in addition to clergy, can consist of assistant wardens or other nominees of the PCC each year.

Given its wide responsibilities, the PCC has various ways of dealing with particular aspects of parish life. Groups and individuals address worship, safeguarding, Cornerstone, finance,

premises, outreach and pastoral issues, all responsible to the PCC and reporting back to it as necessary.

The PCC met 5 times in 2022, a sixth meeting having to be deferred to 2023 due to bad weather. The Leadership team met on 6 occasions. The AGM/APCM was held on 15 May 2022.

Links

The Priest-in-charge participated in Diocesan and Deanery life as well as in Chippenham Churches Together and is the PCC's link as Ex-officio Governor for St Peter's C of E Academy.

Deanery Synod

The church's Deanery Synod representatives provides the PCC with an important link between the parish and the wider structures of the church. Unfortunately, in the early part of 2022 the one lay representative for the church on the Synod resigned. This was disappointing, but our Church Warden's other role as Deanery Secretary and member of the Deanery Leadership Team has ensured continued engagement with the development of wider deanery thinking and planning. **The work of the Synod is covered in a separate APCM report (see Appendix G).**

Safeguarding Report

Safeguarding and Inclusion is informing every aspect of our ministry at St Peter's as we have 'due regard' to the House of Bishops' guidance. Information of who to contact in case of a Safeguarding Concern, or for advice about procedures and good practice in the parish and the diocese is published in the foyer of the Church. St Peter's Church originally had 2 Parish Safeguarding Officers: Bev Webb (Vulnerable Adults) and Hayley Barnden (Children and Young People) the latter being on the PCC, as well as a DBS Validator (Mrs Caroline Masters). During the course of the year Bev Webb became our only Safeguarding Officer.

St Peter's PCC has agreed policy guidance for parish safeguarding, safer recruitment, and response to safeguarding concerns or signs of domestic abuse. The PCC has also adopted the national statement of the House of Bishops 'Promoting a Safer Church; safeguarding policy statement' in our parish safeguarding policy. A regular report by the PSO is made 3 times a year to the PCC. **A safeguarding report for the APCM is at Appendix H).**

St Peter's PSOs input to the Parish Safeguarding Dashboard to monitor performance and progress against national standards and requirements. Whilst progress has been made, much still remains to be done, including on the basic and foundational training of PCC members and other appropriate volunteers. The aim in 2023 will be to make further progress towards full compliance.

Administrative Information

St Peter's Church is situated at Frogwell, Chippenham. It is part of the Diocese of Bristol within the Church of England. The correspondence address is St Peter's Church, Lordsmead, Chippenham SN14 0LL. The PCC is a body corporate (PCC Powers measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission (Reg No. 1131473)

PCC members who served at any time from 1 January – 31 December 2022:

Ex-Officio members:	
Priest in charge:	Revd. Andrew Gubbins (Chair)
Church wardens:	Mr. Robin Wildblood (until May 2022) Mrs Vivienne Fuller
Deanery Synod representatives:	Mr. Robin Wildblood (until May 2022)
Elected members:	Ms Hayley Barnden Mrs. Daphne Brindle Mrs Sue Burt Mr. Ivan Hurcum Mr Matthew Hurcum (Secretary) Ms Colleen McDuling
Co-opted Member	Mr. Christopher Gough (Treasurer from May 2022) Mrs Elisabeth Davies (from May 2022)
Former Charity Trustees who served during the financial year.	

Approved by the PCC and signed on their behalf by Revd. Andrew Gubbins (PCC Chair)

March 2023

REPORT of the ELECTORAL ROLL for the AGM 12th March 2023

After the last AGM we had 122 names on the Electoral Roll. Since then:

7 people have died

5 people have moved away.

But we have added 2 people:

Cheryl Gibbs

Bernard Rowles

Of the resulting **112** names now on the Roll, **80 are resident** in the Parish
and **32 are non-resident**.

Please let me know if you move house during the next year, so that our records may be kept up to date.

The new Electoral Roll dated **March 2023** is on display in the Narthex. It shows only names, no addresses; this is in accordance with confidentiality rules. Should you wish to see your full entry, please speak to me to see your entry on the master list, which detail is never on display.

If there are any others here who are not yet on the Roll, I would be happy to speak with them after the service over coffee.

Angela Hurcum.

(Electoral Roll Officer)

APCM CHURCH WARDEN'S (PREMISES) REPORT - INCLUDING CORNERSTONE - 2022

Yet again this has been a busy year in maintaining and improving – where possible – our church and its associated community facilities. Its management has also proved difficult as we reduced from two to a single church warden. Despite this we have tried to move things along as quickly as we can within the resources available to us.

Cornerstone has seen advances – some physically apparent and others less visible but nevertheless significant. In June our architects and contractors – Holywell Glass and Biggs – removed two of the Peter Window mullions and the associated Roper glass. This was to inform the development of the tender documents for the replacement of all the mullions due to the increasing threat from concrete cancer. (We also received some instruction in small remedial repairs to some concrete elements which we could undertake ourselves on a 'make do and mend' basis). The Roper glass removed is now in storage with Holywell Glass, the conservationists for the project. Our architects submitted the draft tender documents for the replacement of the mullions towards the end of the year and the PCC requested some clarification of certain aspects. These are awaited but we are still hopeful that we can go out to tender in the first quarter of 2023. This will allow us to get a realistic cost for the work required which will then inform our search for the necessary grant funding to support the work. The sale of the property in Sheldon Road last year, with 50% of the proceeds going to St Peter's, has provided us with some much-needed match funding for the project, but it is still unlikely to cover the whole cost and concrete cancer, of course, impacts more than the window. To help build on this improved financial foundation the PCC also took a decision to reduce the amount given to the Diocese as our parish share. This allows us to cover more general costs and maintain a healthier balance sheet.

Following consistent encouragement from the Diocesan Advisory Committee (DAC) and our architects, the PCC agreed that we should apply for the church to be listed by Historic England. This would allow us to access a wider range of grant givers for Cornerstone and the potential to reclaim the equivalent of VAT on repairs. On the other hand, it does also impose some more rigorous requirements in the future maintenance of the building. We heard in August that the church had been successful in its application and had been designated as Grade II. Formal announcement of the decision was delayed until November due to wider political circumstance – not least the various changes in Prime Ministers and appropriate Ministers.

In November we launched the new church website prepared for us by Bybrook Web Design, a company based in Yatton Keynell, in line with our desire to support local businesses wherever possible. This has allowed us to advertise the Cornerstone project on a wider stage, utilising the pictures professionally taken by Historic England as part of their listing assessment process. We hope, in due course, as suggested by the DAC, to get a means of

donating to Cornerstone linked to the website. We have also taken the opportunity of offering the wider Church of England Parish Giving website as a means of contributing to our general church funds by direct debit rather than standing order. The benefit of this is that the church can recover the 20% of such giving each month rather than annually as at present. The introduction of 'Hall Master' to the site also allows online bookings for our facilities, helping to streamline the process for users and ourselves. To date the feedback on the new website has been very positive both on overall presentation and accessibility. We have also taken the opportunity to update and improve our presence on the Anglican 'Church Near You' website.

In November we bid farewell to a long association with the Tom Metcalfe Centre who had operated out of our facilities for many years. This was due to staffing difficulties which forced them to concentrate their efforts in Calne. Loss of the income from this regular user was a heavy blow, but we have managed to mitigate the impact by allowing the Lordsmead playgroup to expand into the Church Hall, instead of the Meeting Room, for 5 days a week. This will allow them to address various access issues and the ability to increase intake where demand continues to be high. This move allows the group to provide fully secure facilities and, to assist in that process, we have submitted a faculty application to allow a new door to be opened from the Hall lobby into the Harris Room. Previously we would not have required such a faculty, but this is now one of the requirements following our listing. Similarly, the securing of the hall area for the week means the loss of the accessible toilet for other users during playgroup operations. Again we are looking to submit a faculty to allow us to convert the ladies toilet in the link to a unisex one with a fully accessible toilet. We also have plans to upgrade the facilities in the kitchen adjoining the meeting room so that we can continue to run community events at the church mid-week during school hours. A bid has been submitted to the Wiltshire Council Local Area Board to help meet the cost of a new cooker and fridge. All this will all cost money but will result in a continually versatile community space to meet both church and wider needs.

Our drive on the Ecochurch front has also continued. You may have noticed that from November all bulbs in the worship space are now low wattage LEDs, helping to reduce costs and our carbon footprint. There is still work to be done on replacing fluorescent tubes but this is being done as and when required. As reported last year, we now have Thermostatic Radiator Valves installed throughout the complex allowing for more accurate control to reflect usage. This has been somewhat adversely impacted by problems with our heating timings board and the boiler. The former, which resulted in the heating failing to come on at the set time, has now been addressed but it is possible that a full replacement will be needed in the not too distant future given its age (50 years+) and lack of spares. The boiler has had a new pump fitted in December, which should ensure more years of future service. Our hopes to install improved insulation had to be put on hold following the loss of the TMC from the Hall and given other pressures on your church warden's time! We have the necessary preparatory work done by our architects and can hopefully return to this in the not-too-distant future. We are also awaiting the fitting of a new Smart electricity meter by SSE in line with new requirements. (This will be at no cost to the church).

Other ongoing areas of maintenance covered during the year included:

- The repair of potholes in the church car park entrance;
- Lightning conductor test;
- Maintenance and repair of the new automatic doors;
- Changes to door locks and doors, flagstones;
- Installation of Wi-Fi extenders to most of the complex; and
- Replacement of sanitary ware in the toilets.

The cost of general maintenance over the course of 2022, not including Cornerstone, amounted to just over £4800.00.

Looking to the year ahead, we can expect to face continuing challenges with our buildings. We should at last know the full scale of the financial costs facing us for the Peter Window and we will have seen the full implications of the cost of living squeeze on our budget – especially from ever rising utility and cleaning/waste disposal costs. Our resources are limited – both human and financial – and moving things forward will need a joint effort from us all. I would therefore appreciate your continuing support and understanding as we attempt to navigate our way through these difficult waters.

Vivienne Fuller
2023

22 Feb

Church Warden

Fund Raising Report 2022

We have managed two events during the year namely the summer BBQ and a 'Poems, Punch and Puddings' evening held in the autumn.

The BBQ was a great success, hosting more than 40 people who enjoyed a delicious BBQ (thanks to Denise, Steve and Sarah-Jane) and puddings contributed by members of the congregation. There was also the usual raffle. Once again we enjoyed dry, warm weather in Ivan and Angela's garden which is a beautiful setting.

The 'Poems, Punch and Puddings' evening was another enjoyable event with volunteers for recitations being plentiful without the need for persuasion! The choices of poems were also varied including ones that were serious, thought provoking and funny. This was followed by a tasty collection of puddings, fruit punch and friendly conversations. The evening culminated with the inevitable raffle – all in all, a very pleasant evening.

The two events raised £875 for the church funds. Whilst this is helpful, we could do more fundraising if we had a bigger team of volunteers. So, if you feel you would like to join us, please tell us.

Vivienne Fuller & Gill Perkins

22 February 2023

Pastoral Report 2022

The team have had a busy and challenging year. As always we have tried to respond to calls for help when needed. We have continued to make numerous phone calls and visits, maybe just for a chat or to help with specific issues. For a short period we had problems with providing transport to medical appointments and very much appreciated the willing help some gave us. Home Communion has been taken monthly to those who wish to receive it. We were pleased to offer 'afternoon tea' before the Remembering Service in November and to assist with preparing and serving food after funerals when asked. We thank all who support us in our work and ask for your prayers as we continue to do so.

Daphne Brindle 22 February 2023



St. Peter's Church

LORD'S MEAD, CHIPPENHAM, SN14 0LL

Journeying together to share our Christian faith and the love of God with all.

FINANCIAL STATEMENTS

Year ended 31 DECEMBER 2022

CHARITY NUMBER 1131473

Reference and Administrative Information

Charity name:		St. Peter's Church Chippenham
Charity number:		1131473
Principal office address:		St. Peter's Church Lord's Mead Chippenham Wiltshire SN14 0LL

Charity trustees at date of approval:	Ex-Officio members: Priest in charge: Church wardens: Deanery Synod representatives: Elected members: Co-opted members:	Reverend Andrew Gubbins (Chairperson) Mrs. Vivienne Fuller none Ms. Hayley Barnden Mrs. Daphne Brindle Mrs. Sue Burt Mr. Ivan Hurcum Mr. Matthew Hurcum (Secretary) Ms Colleen McDuling Mr Chris Gough (Treasurer) Lis Davis
Former charity trustees who served during the financial year:		None

Financial Review

Summary: 2022 was a year of recovery and preparation. Total income was dramatically higher than the previous year, but this was almost entirely due to the sale of property. The reduction in Parish Share has enabled a small positive balance to be achieved, but this has to be offset against increased costs. The loss of Tom Metcalf Centre as regular hirers has reduced the income slightly this year but is set to have a bigger effect in 2023.

Income: By far the biggest income this year was from the sale of our 50% share in a property. This resulted in a one-off receipt of £110,000. However, this does mean that no rental income will be received moving forward. Voluntary Giving showed a 9% reduction on 2021. Hall and Room lettings income was up very slightly at 2%. However, with the loss of Tom Metcalf Centre rental fee which represented circa 19% of the room rentals there could be a dramatic reduction in 2023

Expenditure: Most heads of expenditure such as cleaning costs and computer equipment rose in 2022. The PCC took a decision to reduce the Parish Share contribution in 2022 in an attempt to build some capital to address the concrete cancer. This reduction has resulted in a £17,000 reduction in costs compared to 2021.

Parish Share: In previous years a monthly calculation was necessary of the available liquid funds within the HSBC current and deposit accounts after payment of all invoices etc. A decision was then made on what was available for Parish Share whilst maintaining our £8,000 minimum reserve. Uneven cash-flow at different times of the year meant that we were not often able to pay our full £5,000 monthly pledge. A decision was therefore taken by the PCC to agree a lower amount that could be paid by Direct Debit on a monthly basis. Whilst this means the diocese has received a lower amount from St Peters, it has been about to budget based on a regular figure.

FoodBox at St. Peter's: This service to the community has grown during 2022. In financial terms the income from grants and donations has increased by 16% over 2021 and similarly the subsequent expenditure.

Cornerstone Fund: During the year the Cornerstone fund received a large injection from the proceeds from the sale of the property which was 50% owned by St Peters. This injection increased the fund and allowed the PCC to move forward with the first part of the concrete repair, that being the Peter window. Throughout the year plan, quotes and exploratory works have been commissioned. This work has resulted in some of the proceeds being spent. Additionally, the PCC has continued to make repairs in line with the Quinquennial Report. The funds to cover this work coming from what was originally the Stent fund.

Net Assets: Although net assets now stand at £157,030, increasing from £51,666 in 2021, (see page 4), there are significant reasons for the apparent upturn. Firstly, the income from the sale of the property (£109,743) and the reduced Parish Share which reduced expenditure by £17,785.

Conclusion: The most concerning aspect is the ongoing reduction in Voluntary Giving and loss of the Tom Metcalfe Centre. With the inevitable increase in costs due to the global financial situation it will continue to be a challenge for St Peters maintain a healthy budget. But close consideration of all costs and increased promotion of the building as a hireable venue should enable St Peters to maintain operating successfully.

I would like to thank all those who have helped the Treasury team this year, with particular thanks to Ivan Hurcum for his continued weekly processing of any income to St Peters.

Chris Gough PCC Treasurer

STATEMENT OF FINANCIAL ACTIVITIES

INCOME AND ENDOWMENTS FROM: Donations and Legacies Regular giving Receipts from donors

	Unrestrict ed Fund	Unrestrict ed Designate d Fund	Restrict ed Funds (Note 9)	Total 2022	Total 2021
Planned giving	£27,677			£27,677	£30,306
Collections other than planned giving	£3,981			£3,981	£3,608
Income tax recovered	£8,274			£8,274	£8,778
Grants	£970			£970	£0
	£40,902			£40,902	£42,692
Other Donations and Legacies (note 2)	£738		£129,572	£130,310	£18,649
Income from Charitable Activities (note 3)	£4,361			£4,361	£755
Other Trading Activities (note 4)	£38,471			£38,471	£41,188
Income from Investments (note 5)	£20		£1,503	£1,523	£15
Total Income and Endowments	£84,492		£131,075	£215,567	£103,299

EXPENDITURE ON:

	Unrestrict ed Fund	Unrestrict ed Designate d Fund	Restrict ed Funds (Note 9)	Total 2022	Total 2021
Expenditure on Charitable Activities (note 6)	£2,099			£2,099	£1,255
Parish Share	£36,000			£36,000	£53,785
Other Expenditure (note 7)	£37,291		£121,802	£159,093	£41,191
Write back of prior year cheques not banked (note 8)	£0			£0	£0
Total Expenditure	£75,390		£121,802	£197,192	£96,231

	Unrestrict ed Fund	Unrestrict ed	Restrict ed	Total 2022	Total 2021
--	-----------------------	------------------	----------------	-----------------------	---------------

		Designate d Fund	Funds (Note 9)		
Net income/(expenditure)	£9,102	£0	£9,273	£18,375	£7,068
Transfers between funds	£2,012	£0	£85,011	87,023	£2,133
Net movement in funds	£11,114	£0	£94,284	£105,398	£9,201
Add back net movement in unpresented cheques (note 8)	-£241	£0	£0	-£241	-£3,482
Cash at bank and in hand 1st January	£12,890	£0	£38,983	£51,873	£46,188
Cash at bank and in hand 31st December	<u>£23,762</u>	<u>£0</u>	<u>£133,268</u>	<u>£157,030</u>	<u>£51,907</u>

The attached notes on pages 5 to 11 form part of these financial statements.

STATEMENT OF FINANCIAL POSITION

	Unrestrict ed Fund	Unrestrict ed Designate d Fund	Restrict ed Funds (Note 9)	Total 2022	Total 2021
Cash Funds					
HSBC current account	£16,956		£9,096	£26,052	£2,995
HSBC deposit account	£6,806			£6,806	£13,187
CBF Cornerstone Fund			£123,989	£123,989	£35,516
Cash floats			£184	£184	£209
Total Assets	£23,762		£133,268	£157,030	£51,907
Liabilities					
Unpresented cheques at year end (note 8)	£0		£0	£0	£241
					£241
Net Assets	<u>£23,762</u>		<u>£133,268</u>	<u>£157,030</u>	<u>£51,666</u>

The attached notes on pages 5 to 10 form part of these financial statements.

Approved by the PCC 21 February 2023 and signed on their behalf by Reverend Andrew Gubbins (PCC Chairman) and Chris Gough (PCC Treasurer)

Reverend Andrew Gubbins

Chris Gough

1. Notes

- (i) The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 and the Charities Act 2011. These financial statements have also applied the guidance from the new Charities SORP (FRS102) that is effective for all year ends from 31 December 2015 onwards and replaces the Charities Statement of Recommended Practice (SORP 2005).
- (ii) These financial statements are prepared using the receipts and payments basis and as such exclude income earned during the financial year that have not been received as at 31 December as well as amounts owing from obligations entered into during the financial year for which payments have not been raised.
- (iii) The funds specified on page 4 represent all the funds of the PCC including those which are subject to special restrictions regarding their use.

The PCC is committed to maintaining an £8,000 minimum reserve representing three months essential expenditure, which is held within the HSBC current and deposit accounts. The level of the minimum reserve will be decided annually by the PCC. It is a requirement to have a contingency plan to restore funds to the minimum reserve level should ever the situation arise. The PCC has agreed that this would be achieved by reducing the monthly Parish Share contribution until such time as the minimum reserve is restored.

(iv) Assets recognised but not valued in the Statement of Assets and Liabilities include:

- Moveable church furnishings held by the Church Warden on special trust for the PCC and which require a faculty for disposal.
 - Other fixtures, fittings and office equipment of which the PCC is free to dispose of without faculty and where the original cost exceeded £1,000.
- (i) Expenses paid to clergy may include a small immaterial proportion that relates to their function as PCC members. No other payments were made to PCC members.

2. Other donations and legacies

	2022	2021
Bequests (N. Harbott)	£0	£1,000
Cornerstone Fund donations via current a/c	£110,143	£40
Fund-raising Committee (R. Fund C: to Cornerstone)	£0	£817
Sunday Coffee Fund net (Rest. Fund D)	£325	£43
Wednesday Coffee Fund (Rest. Fund E)	£343	£519
Friendship Club (restricted Fund F)	£100	£100
Pastoral Committee (restricted Fund G)	£40	£100
LIGHT service (Restricted Fund H)	£1,460	£375
Wiltshire Council for "Foodbox"	£4,936	£12,527
Wessex Water for "Foodbox"	£0	£500
Chip Street Pastors for "Foodbox"	£0	£414
GMB Union for "Foodbox"	£0	£400
Sainsbury Grant for "Foodbox"	£500	£0
M&S Grant for "Foodbox"	£1,000	£0
	£10,726	
Other donors for "Foodbox"		£579
Bev Webb (cakes)	£0	£181
M Helps (re. Weston Village Gardening)	£0	£30
Angela Hurcum (Marmalade sales)	£127	£253
Sally Powell (piano/organ tuning)	£169	£60
Judith Griffiths	£0	£83
Daphne Field (cards)	£44	£67
Joan Chapman (artwork)	£0	£60
S Magnall memorial	£0	£129
HSBC (poor service: to Cornerstone Fund)	£0	£200
Other donations	£398	£172
	<u>£130,310</u>	<u>£18,649</u>

3. Income from Charitable Activities

	2022	2021
Fundraising for general purposes		
Summer fete	£1,455	£0
Funeral collections for St. Peter's Church	£458	£0
Tradewinds BBQ	£510	£0
Other	£365	£0
	<u>£2,787</u>	<u>£0</u>
Fundraising for specific purposes		
Children's Society	£50	£0
Christian Aid	£187	£165
Sight Savers	£122	£0
Send a Cow	£166	£208
Leprosy Mission	£271	£193
Royal British Legion (Poppy Appeal)	£0	£33
Funeral donations for charities	£0	£115
Wiltshire Historic Churches	£15	£50
Dorothy House	£137	£0
Guide Dogs Blind	£143	£0
Royal Agricultural Benevolent Institute	£168	£0
McMillan Cancer	£260	£0
Action on Poverty	£55	£0
	<u>£1,573</u>	<u>£755</u>
Total	<u>£4,361</u>	<u>£755</u>

4. Other trading

	2022	2021
Tom Metcalfe Centre rent	£6,747	£12,505
Lord's Mead Playgroup rent	£16,960	£14,280
Other hall lettings	£11,182	£7,295
Wedding fees	£434	£846
Funeral fees	£3,148	£1,221
Sale of books	£0	£27
Miscellaneous sales etc	£0	£14
Wilts CC grant for new rear doors	£0	£5,000

	<u>£38,471</u>	<u><u>£41,18</u></u> <u>8</u>
--	-----------------------	----------------------------------

5. Income from investments

	Unrestrict ed Designate d Funds	Restrict ed Funds	2022	2021
Interest on Cornerstone Fund		£1,503	£1,503	£14
Interest on Deposit Account	£20		£20	£1
			<u>£1,523</u>	<u>£15</u>

6. Expenditure on charitable activities

	2022	2021
Send a Cow	£166	£208
Sight Savers	£122	£151
Children's Society	£210	£51
Christian Aid	£187	£156
Embrace Middle East	£0	£49
Royal British Legion (Poppy Appeal)	£0	£33
Leprosy Mission	£271	£193
MacMillan Nurses (per Wed Coffee Fund)	£260	£234
Wiltshire Historic Churches	£0	£50
Funeral donations to charity	£0	£115
Deanery Synod subscription	£0	£15
Dorothy House	£137	£0
Guide Dogs Blind	£143	£0
Royal Agricultural Benevolent Institute	£168	£0
Action on Poverty	£55	£0
Alzheimer's Association	£45	£0
Forever Friends Appeal (RUH)	£168	£0
Wiltshire Air Ambulance	£168	£0
	<u>£2,099</u>	<u>£1,255</u>

7. Other expenditure

	2022	2021
Clergy Expenses		
Expenses	£1,334	£999
Visiting preachers	£29	£19
	£1,363	£1,018
Benefice fees	£1,183	£743
Church Maintenance and Running Expenses		
Electricity	£4,997	£1,994
Gas	£2,030	£1,136
Water rates	£0	£98
Insurance	£2,004	£1,932
Grass cutting	£650	£710
Repairs and maintenance	£5,386	£2,826
Imperial Cleaning Services	£13,871	£9,554
Refuse collection	£880	£1,025
Fire extinguishers, inc Lightning conductor	£437	£444
Electrical tests	£0	£2,055
	£30,256	<u>£21,774</u>

Church Management and Administration

Photocopier costs	£935	£940
Postage	£9	£38
Stationery	£8	£139
Computer and software	£1,476	£230
Telephone	£646	£317
Bank charges	£226	£0
	£3,300	<u>£1,664</u>
Support costs		
Copyright fees	£224	£161
Organ and Piano tuning	£169	£60
Organist fees	£120	£60
Verger fees	£120	£40
Equipment purchases	£249	£347
Kingfishers (Messy Church) expenses	£0	£160
Other	£306	£61
Pastoral Committee expenses	£15	£0
LIGHT service (H) expenses	£899	£161
Foodbox (I) expenses	£12,313	£13,875

Transfer to CBF Cornerstone Fund	£108,576	£1,067
	£122,990	£15,992
Transfer to CBF Stent fund (Sheldon Rd rent)	£0	£0
	£159,093	£41,191

8. Unpresented cheques

Unpresented cheques and cash at 31 December 2021	£241
Write back prior year cheques raised but never banked by payee	£0
2021 cheques and cash presented during 2022	-£241
2022 payments raised by cheque not banked by payee at year end	£0
Cash & Cheques received 31/12/2022 unbanked	£0
Total	£0
Net movement in unpresented cheques during 2022	-£241
Unpresented cheques and unbanked as at 31 December 2022	£0

9. Restricted Funds

Restricted Funds year-ended 31/12/2022

	A	B	C	D	E	F	G	H	I	
	Cornerstone Fund	Flower Fund	Fund Raising Committee	Sunday Coffee Fund	Wednesday Coffee Fund	Friendship Lunch	Pastoral Committee	LIGHT Service	Foodbox	Totals
Balance at 01/01/2022	£	£	£	£	£	£	£	£	£	£
HSBC current account	£0	£31	£0	£0	£0	£300	£0	£1,207	£1,500	£3,038
CBF deposit account	£35,518	£0	£0	£0	£0	£0	£0	£0	£0	£35,518
Cash floats	£0	£31	£0	£0	£58	£85	£0	£0	£0	£174
	£35,518	£31	£0	£0	£58	£385	£0	£1,207	£1,500	£38,699
Donations	£400	£0	£0	£342	£343	£1,040	£40	£1,460	£17,162	£20,786
Other Voluntary Receipts	£109,743	£48	£875	£0	£0	£0	£0	£0	£0	£110,666
Interest received	£1,503	£0	£0	£0	£0	£0	£0	£0	£0	£1,503
Expenses	-£23,175	-£57	£0	-£17	-£18	-£903	-£15	-£899	-£12,313	£37,396
Transfers from/to unrestricted funds	£0	£0	£875	£0	£0	£100	-£25	£0	£0	£950
Total movement	£88,471	-£9	£875	£325	£325	£137	£0	£562	£4,849	£95,534

ts in year										
Balance at 31/12/2022										
HSBC current account	£0	£0	£0	£325	£343	£400	£0	£1,768	£6,349	£9,185
CBF deposit account	£123,989	£0	£0	£0	£0	£0	£0	£0	£0	£123,989
Cash floats	£0	£22	£0	£0	£40	£122	£0	£0	£0	£184
Total Restricted Funds	<u>£123,989</u>	<u>£22</u>	<u>£0</u>	<u>£325</u>	<u>£382</u>	<u>£522</u>	<u>£0</u>	<u>£1,768</u>	<u>£6,349</u>	<u>£133,357</u>

Notes:

Restricted Funds in St. Peter's are set out above. All the figures have been provided and confirmed by the designated organisers of the respective funds.

A. Cornerstone Fund: This Central Board of Finance account comprises various donations and fund-raising proceeds specifically for the "Cornerstone Project". Former CBF "Stent Fund" which had £8,803 transferred to this account in 2021. Professional fees incurred for Cornerstone, and repairs listed in the 2020 Quinquennial Report are paid from this account.

B. Flower Fund: Cash donations and transactions.

A. Fund-raising committee: "Tradewinds" BBQ (£510) and Poems, Punch and Puddings (£365).

B. Sunday Coffee Fund: Cash transactions only. Donations to Church funds less expenses.

C. Wednesday Coffee Fund: Cash received for refreshments. £342 to church funds for future Defibrillator costs only.

D. Friendship Club: Cash transactions only. Self-funded by members of the congregation for various social events. £100 donation to church funds received.

E. Pastoral Committee: Administered via HSBC current account.

F. LIGHT service: Administered via HSBC current account. Donations received fund the expenses incurred for transport for the disabled.

G. Foodbox: Various donations received from Wiltshire Council and others exclusively for Foodbox expenses for purchase of food and delivery costs.

Independent Examiner's Report to the Trustees of St. Peter's Church, Chippenham, Parochial Church Council



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name ST. PETER'S CHURCH, LORDS MEAD, CHIPPENHAM, WILTSHIRE, SN14 0LL		
	On accounts for the year ended	31ST DECEMBER 2022	Charity no (if any) 1131473
Set out on pages	1 - (remember to include the page numbers of additional sheets)		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **DD / MM / YYYY**.

**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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

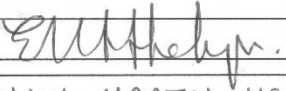
**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

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

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

** Please delete the words in the brackets if they do not apply.*

Signed:  Date: **26/02/2023**

Name: **EDWIN MARTIN HELPS**

Relevant professional
qualification(s) or body
(if any):

**CHARTERED INSTITUTE OF PUBLIC FINANCE
AND ACCOUNTANCY**

Address:

**3, PEW HILL
CHIPPENHAM
WILTSHIRE, SN15 1DH**

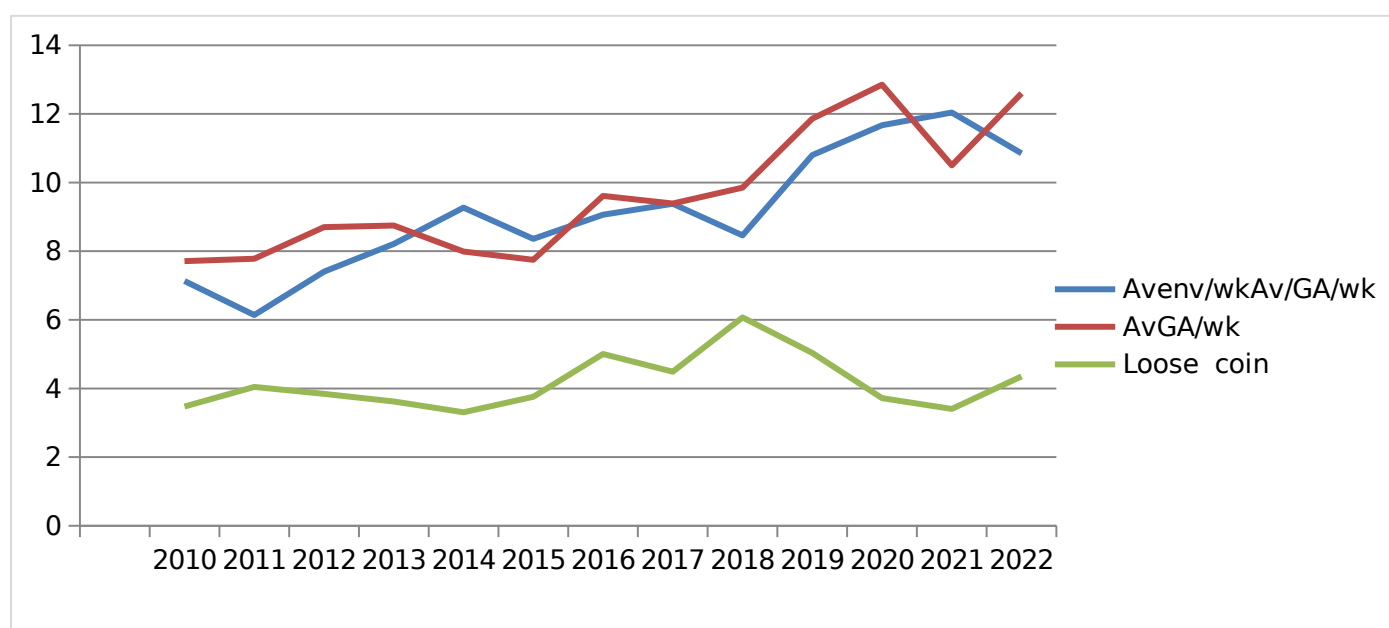
Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Freewill Offering - 2022

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Envelopes & Stdng Orders	85	81	76	71	68	68	57	53	53	50
Total Contents £ *	36270	39035	33027	33466	33175	29922	31971	32176	33180	28202
Av/env/ week	8.21	9.27	8.36	9.06	9.38	8.46	10.8	11.67	12.04	10.85
No. regular Gift Aid	60	61	58	56	52	52	49	51	50	43
Av GA / wk	8.75	7.99	7.75	9.61	9.39	9.85	11.86	12.85	10.5	12.60
Yellow GA *	3299	3683	3240	4012	3530	3900	3424	2306	355	680
Tax Rebate *	8200	8214	8346	7864	8453	8640	8881	7874	8114	7774
Loose coin in Plate £ *	3622	3306	3757	5004	4488	6069	5036	3717	3402	4355
* <i>Total FWO Income</i>	51391	54238	48370	50346	49646	48531	49312	46073	45051	41011

AVERAGE GIVING



Comment

These figures give a mixed message: we have lost a number of regular givers (consequently the average has gone down), yet the remaining gift aided average has

increased! Also the “total contents” is drastically reduced, and the amount of Gift Aid recovered is down.

We need to increase our attendance, and to upgrade our individual giving.

Ivan Hurcum, FWO Secretary

Appendix G

APCM - 2022 DEANERY SYNOD REPORT

1. The Deanery Synod met three times in 2022: 24TH March; 23rd June; and 24th November. Attendance averaged 27 representatives from the 7 benefices of the deanery. St Peter's currently has no lay Deanery Synod representative, and this report is provided in my role as secretary to the Deanery Synod and its Leadership Team.
2. **24th March Synod** - Following the invasion of Ukraine by Russia in February the Synod focused on the Deanery's response to the resulting humanitarian crisis. Other subjects discussed were:
 - a. The Transforming Church Together process, following a meeting of the Deanery Leadership Team with the Arch Deacon and Diocesan Synod Members.
 - b. Racial Justice: Revd. Anjali Kanagaratnam gave a moving presentation on the work on Racial Justice being undertaken within the diocese.
 - c. Uganda Link: A report was given on the closing of the link with Mukono Diocese in Uganda and the plan to join with North Wiltshire Deanery in its link to Kigezi Diocese.
3. **23rd June Synod** – The Synod was primarily focused on the emerging Transforming Church strategy. The Venerable Christopher Bryan, Arch Deacon of Malmesbury, provided an update from the paper presented at the last Diocesan Synod. Thereafter the Synod broke into groups to discuss the strategy and its potential opportunities/benefits for the deanery and fed these back in plenary session. Mr Patrick Wintour, Chair of the Abbeyfield School, Chippenham, Board of Governors, also attended the meeting. He asked for a Christian presence on the Board to help impart a Christian perspective to the work of the school.
4. **24th November Synod** – On this occasion the Synod appointed Julia Childerhouse to the long vacant role of Lay Chair. The main purpose of the meeting was again focused on the latest developments on the Transforming Church Together initiative. Julia Childerhouse and Canon Sally Wheeler gave presentations based on a new Bristol diocese booklet: 'Transforming Church. Together Strategy Summary'. Copies were distributed to Synod members which then broke into groups to start a conversation on the strategy addressing such questions as: what is currently going well; where are our challenges; and what opportunities are there to serve and minister to our communities? Thereafter discussion moved onto: what might stop us from meeting our goals; where do we see our churches in 5-10 years' time; and how could we strengthen the deanery connections, especially through the work of synod?

Safeguarding Report 2022 for the APCM:

Despite the fact that I have not had the confidence to attend Church on a regular basis over the past few years – I am with you all in my thoughts & prayers.

I have continued my commitment to “looking after” any person who needed support through a Safeguarding issue within this past year, & with our thanks to God, I have not had any serious issues to deal with. OK, I have “chatted through” a couple of concerns with people – but no sufficient “problems” to report/take further.....& I hope that any of you will feel confident to discuss any concerns that you have with me.

Safeguarding has a very wide range of concerns & issues, & I thank God that he has helped me through my Career with issues that I have met & needed to work with - & I hope that you will all continue to support me in the work that I am trying to do, with the support that I can give to any of you.

Bev Webb

Parish Safeguarding Officer

22 February 2023

Accounts



St. Peter's Church

LORD'S MEAD, CHIPPENHAM, SN14 0LL

Journeying together to share our Christian faith and the love of God with all.

FINANCIAL STATEMENTS

Year ended 31 DECEMBER 2021

CHARITY NUMBER 1131473

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2021

Reference and Administrative Information

Charity name:		St. Peter's Church Chippenham
Charity number:		1131473
Principal office address:		St. Peter's Church Lord's Mead Chippenham Wiltshire SN14 0LL
Charity trustees at date of approval:	Ex-Officio members: Priest in charge: Church wardens: Deanery Synod representatives: Elected members: Co-opted members:	Reverend Andrew Gubbins (Chairperson) Mrs. Vivienne Fuller Mr. Robin Wildblood Mr. Robin Wildblood Mrs. Ruth Pfunder Ms. Hayley Barnden Mrs. Daphne Brindle Mrs. Sue Burt Mr. Ivan Hurcum Mr. Matthew Hurcum (Secretary) Mr. David Turnbull (Treasurer) None
Former charity trustees who served during the financial year:		Mrs. Caroline Masters Mr. John Sumbler Mrs. Bev Webb

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2021

Financial Review

Summary: 2021 was a year of slow recovery from the worst effects of the pandemic. Total income was still lower than in pre-lockdown 2019, whilst expenditure continued to rise. This produced financial challenges as unrestricted funds were severely constrained. FoodBox transactions increased dramatically, and accounted for 14% of both total income and total expenditure, which significantly affected comparison with previous years.

Income: Voluntary Giving showed a 5% reduction on both 2020 and 2019. Hall and Room lettings income, whilst 31% up on 2020, was actually 6% down on the 2019 figure when the Q1 2022 Tom Metcalf Centre rental fee of £3,340 (received in advance in December) is removed from the equation. Fund-raising for general church funds and Cornerstone was kept afloat through the efforts of many parishioners.

Expenditure: Most heads of expenditure such as cleaning costs rose after the restrictions of 2020, but a truer comparison with the pre-pandemic year of 2019 shows that overall expenditure has reduced, mainly because the restrictions carried on through significant periods of 2021. Our Parish Share contribution was much less than before the pandemic struck. A large proportion of repairs and maintenance expenditure was funded by transfers from the Cornerstone Fund and the former Stent Fund (see below).

Parish Share: Throughout the year a monthly calculation was necessary of the available liquid funds within the HSBC current and deposit accounts after payment of all invoices etc. A decision was then made on what was available for Parish Share whilst maintaining our £8,000 minimum reserve. (See Note 1 (iii)). Uneven cash-flow at different times of the year meant that we were not often able to pay our full £5,000 monthly pledge, but were able to catch up when the HMRC Gift-Aid tax rebate was secured in May. This approach was approved by the PCC and much appreciated by the Diocese. Unfortunately, at the year end, ever-increasing expenditure severely reduced the available funds and the Parish Share shortfall increased considerably.

FoodBox at St. Peter's: Very significant grant funding from Wiltshire Council and subsequent expenditure on food purchases and delivery costs was a large proportion of both overall St. Peter's income and expenditure and distorts comparison with previous years' church activities. Income was largely matched by expenditure on food purchases and mileage.

Cornerstone Fund: At the beginning of 2021, St. Peter's held two deposit accounts with Church of England Central Board of Finance (CBF), namely the "Cornerstone Fund" and the "Stent Fund". The Quinquennial Report received at the end of 2020 highlighted serious issues with concrete cancer and urgent repairs needed to the Peter Window as well as a plethora of other smaller repairs and replacements to be prioritised over the ensuing five years. The PCC agreed to the use of these accounts to contribute to this work as follows: (a) the Cornerstone Fund for Peter Window repairs/ replacement, safety measures etc, and all larger concrete cancer repairs, and (b) the Stent Fund for all smaller Quinquennial Report repairs. The Stent Fund had previously been beyond the remit of the PCC but this restriction was lifted in view of the financial challenges, and the account slowly diminished. The remaining balance of £8,803 was amalgamated into the Cornerstone Fund in October. All architect's fees for reports on the Peter Window and their fee for the Quinquennial report were paid from the Cornerstone Fund as directed by the PCC.

Net Assets: Although net assets now stand at £51,666, increasing from £42,465 in 2020, (see page 4), there are significant reasons for the apparent upturn. Firstly, the transfer in of the former Stent Fund of £8,803, and secondly the receipt of £3,340 from TMC in advance (see above). Without these two factors, Net Assets would have actually declined by 7%.

Conclusion: The traditional comparison with the previous year is misleading because of the significant lockdowns and restrictions endured during 2020 and parts of 2021. The most concerning aspect is the ongoing reduction in Voluntary Giving and Fund Raising, coupled with increasing expenditure which was forecast at the end of the year (notably cleaning and electricity/gas costs). The shortfall in Parish Share against our reduced pledge was regrettable but perhaps unavoidable.

It has been an honour and privilege to serve as PCC Treasurer for St. Peter's over the past six years, but it is now time to hand over the baton to my successor, Chris Gough. My thanks as always to Ivan Hurcum and Chris as members of the Finance Team who have shared with me the challenging financial situation of the past twelve months.

I wish Chris and the new Finance Team every success for the future.

David Turnbull PCC Treasurer

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2021

STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Fund £	Unrestricted Designated Fund £	Restricted Funds (Note 9) £	Total 2021 £	Total 2020 £
INCOME AND ENDOWMENTS FROM:					
Donations and Legacies					
Regular giving					
Receipts from donors					
Planned Giving	30,306	-	-	30,306	33,985
Collections other than planned giving	3,608	-	-	3,608	3,438
Income tax recovered	8,778	-	-	8,778	7,750
Grants	-	-	-	-	-
	42,692	-	-	42,692	45,173
Other Donations and Legacies (note 2)	2,512	-	16,137	18,649	18,402
Income from Charitable Activities (note 3)	755	-	-	755	1,191
Other Trading Activities Note 4)	41,188	-	-	41,188	28,006
Income from Investments (note 5)	1	-	14	15	96
TOTAL INCOME AND ENDOWMENTS	87,148	-	16,151	103,299	92,868
EXPENDITURE ON:					
Expenditure on Charitable Activities (note 6)	1,255	-	-	1,255	1,082
Parish Share	53,785	-	-	53,785	51,990
Other Expenditure (note 7)	27,155	-	14,036	41,191	40,412
Write back of prior year cheques not banked (note 8)	-	-	-	-	-
TOTAL EXPENDITURE	82,195	-	14,036	96,231	93,484
Net income/(expenditure)	4,953	-	2,115	7,068	(616)
Transfers between funds	(3,005)	-	5,138	2,133	10,115
Net movement in funds	1,948	-	7,253	9,201	9,487
Add back net movement in unrepresented cheques (note 8)	(3,482)	-	-	(3,482)	2,794
Cash at bank and in hand 1 st Jan	14,709	-	31,479	46,188	33,907
Cash at bank and in hand 31 st Dec	13,175	-	38,732	51,907	46,188

The attached notes on pages 5 to 10 form part of these financial statements.

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2021

STATEMENT OF FINANCIAL POSITION

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds (Note 9)	Total 2021	Total 2020
	£	£	£	£	£
Cash Funds					
HSBC current account	2,995	-	0	2,995	10,534
HSBC deposit account	10,180	-	3,007	13,187	6,323
CBF Cornerstone Fund	-	-	35,516	35,516	29,061
Cash floats	-	-	209	209	270
Total Assets	13,175	-	38,732	51,907	46,188
Liabilities					
Unpresented cheques at year end (note 8)	241	-	-	241	3,723
	241	-	-	241	3,723
Net Assets	12,934	-	38,732	51,666	42,465

The attached notes on pages 5 to 10 form part of these financial statements.

Approved by the PCC 17 February 2022 and signed on their behalf by Reverend Andrew Gubbins (PCC Chairman) and David Turnbull (PCC Treasurer up to 31 December 2021)

Reverend Andrew Gubbins

David Turnbull

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2021

1. Notes

- (i) The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 and the Charities Act 2011. These financial statements have also applied the guidance from the new Charities SORP (FRS102) that is effective for all year ends from 31 December 2015 onwards and replaces the Charities Statement of Recommended Practice (SORP 2005).
- (ii) These financial statements are prepared using the receipts and payments basis and as such exclude income earned during the financial year that have not been received as at 31 December as well as amounts owing from obligations entered into during the financial year for which payments have not been raised.
- (iii) The funds specified on page 4 represent all the funds of the PCC including those which are subject to special restrictions regarding their use.

The PCC is committed to maintaining an £8,000 minimum reserve representing three months essential expenditure, which is held within the HSBC current and deposit accounts. The level of the minimum reserve will be decided annually by the PCC. It is a requirement to have a contingency plan to restore funds to the minimum reserve level should ever the situation arise. The PCC has agreed that this would be achieved by reducing the monthly Parish Share contribution until such time as the minimum reserve is restored.

- (iv) Assets recognised but not valued in the Statement of Assets and Liabilities include:
 - Moveable church furnishings held by the Church Warden on special trust for the PCC and which require a faculty for disposal.
 - Other fixtures, fittings and office equipment of which the PCC is free to dispose of without faculty and where the original cost exceeded £1,000.
- (v) In addition to the funds specified on page 4, there was a Church of England Central Board of Finance "Stent" deposit account used solely at the discretion of the Vicar and Church Wardens. The PCC had no control over this fund at the beginning of 2021, but by agreement with the PCC this limitation was lifted during the year and the £8,803 residual balance was transferred to the CBF Cornerstone Fund in October 2021. It thus became under the jurisdiction of the PCC and became subject to the same audit as the other funds.
- (vi) Expenses paid to clergy may include a small immaterial proportion that relates to their function as PCC members. No other payments were made to PCC members.

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2021

2. Other donations and legacies

	2021	2020
	£	£
Bequests (N. Harbott)	1,000	10,000
Cornerstone Fund donations via current a/c	40	590
Fund-raising Cttee (R. Fund C: to Cornstn)	817	0
Sunday Coffee Fund net (Rest. Fund D)	43	88
Wednesday Coffee Fund (Rest. Fund E)	519	205
Friendship Club (restricted Fund F)	100	100
Pastoral Committee (restricted Fund G)	100	0
LIGHT service (Restricted Fund H)	375	665
Chippenham Lions for "Foodbox"	0	800
Wiltshire Council for "Foodbox"	12,527	2,510
Wessex Water for "Foodbox"	500	0
Chip Street Pastors for "Foodbox"	414	0
GMB Union for "Foodbox"	400	0
Other donors for "Foodbox"	579	1,080
Bev Webb (cakes)	181	600
M Helps (re. Weston Village Gardening)	30	30
Angela Hurcum (Marmalade sales)	253	75
Sally Powell (piano tuning)	60	0
Judith Griffiths	83	0
Daphne Field (cards)	67	
Joan Chapman (artwork)	60	
S Magnall memorial	129	0
HSBC (poor service: to Cornerstone Fund)	200	0
Other donations	172	0
	18,649	18,402

3. Income from Charitable Activities

	2021	2020
	£	£
Fundraising for general purposes		
Summer fete	0	0
Christmas fair	0	0
Male voice choir concert	0	0
Funeral collections for St. Peter's Church	0	167
Other	0	0
	0	167
Fundraising for specific purposes		
Children's Society	0	130
Christian Aid	156	48
Sightsavers	0	151
Send a Cow	208	226
Embrace The Middle East	0	49
Leprosy Mission	193	0
Royal British Legion (Poppy Appeal)	33	86
Funeral donations for charities	115	334
Wiltshire Historic Churches	50	0
	755	1,024
	755	1,191

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2021

4. Other trading activities

	2021	2020
	£	£
Tom Metcalfe Centre rent	12,505	7,463
Lord's Mead Playgroup rent	14,280	12,294
Other hall lettings	7,295	6,176
Sheldon Road rental income	0	1,449
Wedding fees	846	45
Funeral fees	1,221	419
Sale of books	27	123
Photocopying	0	28
Miscellaneous sales etc	14	9
Photocopying	0	0
Wilts CC grant for new rear doors	5,000	0
	41,188	28,006

5. Income from investments

	Unrestricted Designated Funds £	Restricted Funds £	2021 £	2020 £
Interest on Cornerstone Fund	-	14	14	88
Interest on Deposit Account	1	-	1	8
	1	14	15	96

6. Expenditure on charitable activities

	2021	2020
	£	£
Send a Cow	208	226
Sightsavers (2020, paid in 2021)	151	0
Children's Society	51	130
Christian Aid	156	48
Embrace Middle East (2020, paid in 2021)	49	0
Royal British Legion (Poppy Appeal)	33	86
Leprosy Mission	193	0
MacMillan Nurses (per Wed Coffee Fund)	234	0
Wiltshire Historic Churches	50	0
Funeral donations to charity	115	334
Deanery Synod subscription	15	10
	1,255	1,082

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2021

7. Other expenditure

	2021 £	2020 £
Clergy Expenses		
Expenses	999	870
Visiting preachers	19	113
Presentations to clergy	0	-
	<u>1,018</u>	<u>983</u>
Benefice fees	743	305
Church Maintenance and Running Expenses		
Electricity	1,994	1,674
Gas	1,136	680
Water rates	98	88
Insurance	1,932	1,921
Grass cutting	710	705
Repairs and maintenance	2,826	3,746
Imperial Cleaning Services	9,554	5,983
Refuse collection	1,025	613
Boiler servicing	0	180
Fire extinguishers, inc Lightning conductor	444	274
Electrical tests	2,055	0
Other	0	749
	<u>21,774</u>	<u>16,613</u>
Church Management and Administration		
Photocopier costs	940	1,265
Postage	38	7
Stationery	139	87
Computer and software	230	651
Telephone	317	455
	<u>1,664</u>	<u>2,465</u>
Support costs		
Copyright fees	161	80
Organ and Piano tuning	60	240
Organist fees	60	0
Verger fees	40	0
Flower Fund expenses	0	0
Pastoral Committee expenses	0	15
LIGHT service (H) expenses	161	291
Foodbox (I) expenses	13,875	4,195
Equipment purchases	347	193
Kingfishers (Messy Church) expenses	160	13
Other	61	2,980
Transfer to CBF Cornerstone Fund	1,067	10,590
	<u>15,992</u>	<u>18,597</u>
Transfer to CBF Stent fund (Sheldon Rd rent)	0	1,449
	<u>41,191</u>	<u>40,412</u>

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2021

8. Unpresented cheques

	£
Unpresented cheques and cash as at 31 December 2020	<u>3,723</u>
Write back prior year cheques raised but never banked by payee	-
2020 cheques and cash presented during 2021	(3,723)
2021 payments raised by cheque not banked by payee at year end	
Alzheimer's Society	45
Wiltshire Air Ambulance	35
CDTFTDS	161
Cash & Cheques received 31/12/2021 unbanked	0
Total	241

Net movement in unpresented cheques during 2021	<u>(3,482)</u>
Unpresented cheques and unbanked as at 31 December 2021	<u><u>241</u></u>

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2021

9. Restricted Funds

Restricted Funds year-ended 31/12/2021

	<u>A</u> <u>Cornerstone</u> <u>Fund</u>	<u>B</u> <u>Flower</u> <u>Fund</u>	<u>C</u> <u>Fund</u> <u>Raising</u> <u>Cttee</u>	<u>D</u> <u>Sunday</u> <u>Coffee</u> <u>Fund</u>	<u>E</u> <u>Wed</u> <u>Coffee</u> <u>Fund</u>	<u>F</u> <u>F'dship</u> <u>Club</u>	<u>G</u> <u>Pastoral</u> <u>Cttee</u>	<u>H</u> <u>LIGHT</u> <u>Service</u>	<u>I</u> <u>Food-</u> <u>box</u>	<u>Totals</u>
Balance at 1/1/2021										
HSBC current account	£0	£0	£0	£0	£0	£200	£0	£993	£955	£2,148
CBF deposit account	£29,061	£0	£0	£0	£0	£0	£0	£0	£0	£29,061
Cash floats	£0	£70	£0	£0	£20	£180	£0	£0	£0	£270
	<u>£29,061</u>	<u>£70</u>	<u>£0</u>	<u>£0</u>	<u>£20</u>	<u>£380</u>	<u>£0</u>	<u>£993</u>	<u>£955</u>	<u>£31,479</u>
Donations	£1,058	£23	£0	£86	£557	£512	£100	£375	£14,420	£17,131
Other Voluntary Receipts	£8,803	£0	£817	£0	£0	£0	£0	£0	£0	£9,620
Interest received	£14	£0	£0	£0	£0	£0	£0	£0	£0	£14
Expenses	-£3,420	-£62	-£0	-£8	-£0	-£407	-£0	-£161	£13,875	£17,933
Transfers from/to unrestricted funds	£0	£0	-£817	-£43	-£519	-£100	-£100	£0	£0	-£1,579
Total movements in year	<u>£6,455</u>	<u>-£39</u>	<u>£0</u>	<u>£35</u>	<u>£38</u>	<u>£5</u>	<u>£0</u>	<u>£214</u>	<u>£545</u>	<u>£7,253</u>
Balance at 31/12/2021										
HSBC current account	£0	£0	£0	£0	£0	£300	£0	£1,207	£1,500	£3,007
CBF deposit account	£35,516	£0	£0	£0	£0	£0	£0	£0	£0	£35,516
Cash floats	£0	£31	£0	£35	£58	£85	£0	£0	£0	£209
Total Restricted Funds	<u>£35,516</u>	<u>£31</u>	<u>£0</u>	<u>£35</u>	<u>£58</u>	<u>£385</u>	<u>£0</u>	<u>£1,207</u>	<u>£1,500</u>	<u>£38,732</u>

Notes:

Restricted Funds in St. Peter's are set out above. All the figures have been provided and confirmed by the designated organisers of the respective funds.

- A. Cornerstone Fund:** This Central Board of Finance account comprises various donations and fund-raising proceeds specifically for the "Cornerstone Project". Former CBF "Stent Fund" £8,803 transferred to this account. Professional fees incurred for Cornerstone, and repairs listed in the 2020 Quinquennial Report are paid from this account.
- B. Flower Fund:** Cash donations and transactions.
- C. Fund-raising committee:** "Tradewinds" BBQ (£708) and deposits from cancelled barn dance by cash to Cornerstone Fund (£109).
- D. Sunday Coffee Fund:** Cash transactions only. Donations to Church funds less expenses.
- E. Wednesday Coffee Fund:** Cash received for refreshments. £234 donation to MacMillan Nurses. £285 to church funds for future Defibrillator costs only.
- F. Friendship Club:** Cash transactions only. Self-funded by members of the congregation for various social events. £100 donation to church funds received.
- G. Pastoral Committee:** Administered via HSBC current account.
- H. LIGHT service:** Administered via HSBC current account. Donations received fund the expenses incurred for transport for the disabled.
- I. Foodbox:** Various donations received from Chippenham Borough Lands, Wiltshire Council and others exclusively for Foodbox expenses for purchase of food and delivery costs.

Independent Examiner's Report to the Trustees of St. Peter's Church, Chippenham, Parochial Church Council



Independent Examiner's Report on the Accounts

Section A		Independent Examiner's Report	
Report to the trustees/members of	Charity Name ST. PETER'S CHURCH, LOADS MEAD CHIPPENHAM, WILTSHIRE, SN14 0LL		
On accounts for the year ended	3 1 1 2 2 1	Charity no (if any)	1 1 3 1 4 7 3
Set out on pages	1 - 10 (remember to include the page numbers of additional sheets)		
Respective responsibilities of trustees and examiner	The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to: • examine the accounts under section 145 of the Charities Act, • to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and • to state whether particular matters have come to my attention.		
Basis of independent examiner's statement	My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.		
Independent examiner's statement	In connection with my examination, no matter has come to my attention (other than that disclosed below*): (1) which gives me reasonable cause to believe that in, any material respect, the requirements: • to keep accounting records in accordance with section 130 of the Charities Act; • to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. <i>* Please delete the words in the brackets if they do not apply.</i>		
Signed			Date 16/02/2022
Name	EDWIN MARTIN HELPS		
Relevant professional qualification(s) or body (if any)	CHARTERED INSTITUTE OF PUBLIC FINANCE AND ACCOUNTANCY		
Address	3, PEW HILL CHIPPENHAM WILTSHIRE SN15 1DH		

Accounts



St. Peter's Church

LORD'S MEAD, CHIPPENHAM, SN14 0LL

Journeying together to share our Christian faith and the love of God with all.

FINANCIAL STATEMENTS

Year ended 31 DECEMBER 2020

CHARITY NUMBER 1131473

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2020

Reference and Administrative Information

Charity name:		St. Peter's Church Chippenham
Charity number:		1131473
Principal office address:		St. Peter's Church Lord's Mead Chippenham Wiltshire SN14 0LL
Charity trustees at date of approval:	Ex-Officio members: Priest in charge: Church warden: Deanery Synod representatives: Elected members: Co-opted members:	Reverend Andrew Gubbins (Chairperson) Mr. Robin Wildblood Mr. Robin Wildblood Mrs. Ruth Pfunder Ms. Hayley Barnden Mrs. Daphne Brindle Mrs. Sue Burt Mrs. Vivienne Fuller Ms. Sharon Hawker-Baddeley (Secretary) Mr. Ivan Hurcum Mr. Matthew Hurcum Mrs. Ruth Pfunder Mr. John Sumbler Mr. David Turnbull (Treasurer and Vice Chairperson) Mrs. Bev Webb None
Former charity trustees who served during the financial year:		Mrs. Deborah Cruse Mr. Rob Hobbs Mrs. Caroline Masters

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2020

Financial Review

Summary:

The finances of St. Peter's were severely affected by the Covid19 pandemic during the lockdown restrictions in the Spring and Summer, and again in November. This had an immediate impact on our two main income streams of Voluntary Giving and Hall/Room rentals. Mitigation was sought from, and approved by, the Diocese in the form of reduced Parish Share which enabled us to remain financially viable.

Income:

The vast majority of our regular giving was maintained through existing and new standing orders. Although there was some shortfall whilst the church was closed, much of this was made up following appeals to the congregation in May and August. Great loyalty was demonstrated and overall Voluntary Giving was maintained at the 2019 level.

Hall/Room lettings income took a major hit from April through to September with our both our major tenants forced to close and all other bookings ceasing. The loss of expected rental income during the lockdowns was somewhat masked by late received income in January. An attempted insurance claim for the lost income was ultimately unsuccessful despite a High Court test case. Fund-raising activities were severely curtailed, and the absence of Summer and Autumn Fairs were keenly felt.

Expenditure:

A reduction in monthly Parish Share was negotiated in the Spring to equate to the net loss of Hall/Room rental income net of the reduced cleaning costs. This reduced the monthly outlay by over £2,000. Cleaning costs ceased during the enforced closure period, but were restored and increased during the gradual re-opening. Repairs & Maintenance continued to be a major drain on funds, but most heads of expenditure reduced in parallel with the lockdown restrictions. By the year-end, the accumulated shortfall in Parish Share actually paid against the start of year pledge had reached £15,930.

Deposit Account:

On the advice of the Bristol Diocesan Board of Finance, our deposit account, (previously designated as the "Fabric Fund") was undesignated in order to become part of our liquid funds. At the same time, the financial advice was to set a "Minimum Reserve" equating to approximately three months of essential costs so that the church could remain solvent in the event of a total cessation of income. The minimum reserve was agreed at £8,000. The deposit account dwindled during the year, mainly because of our greatly reduced Hall and Room lettings. It was possible to pay back the usual temporary loan to the current account, and funds were sufficient before the first lockdown to transfer of the usual 5% of annual hall/room lettings income to this account.

Net Assets:

The decision to "undesignate" the former Fabric Fund gave us much more liquidity. The proportion of the £42,465 net assets held in restricted/ designated funds consequently reduced from 90% in 2019 to 74% in 2020. Much of this is held in the Cornerstone Fund which is not available for everyday church expenditure.

Conclusion:

A challenging financial year in which, with the understanding and approval of the Diocese, we were able to maintain solvency by adjusting our Parish Share contribution in accordance with severely reduced income.

My thanks are due for the extensive contribution of Ivan Hurcum and Chris Gough to the Finance Team, and especially Ivan for weekly banking and in his role as Freewill Offering Secretary in compilation of our annual Gift-Aid reclaim from HMRC.

David Turnbull
PCC Treasurer

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2020

STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Fund £	Unrestricted Designated Fund £	Restricted Funds (Note 9) £	Total 2020 £	Total 2019 £
INCOME AND ENDOWMENTS FROM:					
Donations and Legacies					
Regular giving					
Receipts from donors					
Planned Giving	33,985	-	-	33,985	31,857
Collections other than planned giving	3,438	-	-	3,438	4,828
Income tax recovered	7,750	-	-	7,750	8,881
Grants	-	-	-	-	-
	45,173	-	-	45,173	45,566
Other Donations and Legacies (note 2)	18,402	-	-	18,402	10,381
Income from Charitable Activities (note 3)	1,191	-	-	1,191	6,840
Other Trading Activities Note 4)	28,006	-	-	28,006	41,297
Income from Investments (note 5)	8	-	88	96	166
TOTAL INCOME AND ENDOWMENTS	92,780	-	88	92,868	104,250
EXPENDITURE ON:					
Expenditure on Charitable Activities (note 6)	1,082	-	-	1,082	3,905
Parish Share	51,990	-	-	51,990	66,600
Other Expenditure (note 7)	35,926	-	4,486	40,412	44,085
Write back of prior year cheques not banked (note 8)	-	-	-	-	-
TOTAL EXPENDITURE	88,998	-	4,486	93,484	114,590
Net income/(expenditure)	3,782	-	(4,398)	(616)	(10,340)
Transfers between funds	(7,096)	-	17,199	10,115	452
Net movement in funds	(3,314)	-	12,801	9,487	(9,888)
Add back net movement in unrepresented cheques (note 8)	2,794	-	-	2,794	1,880
Cash at bank and in hand 1 st Jan	15,229	-	18,678	33,907	41,915
Cash at bank and in hand 31 st Dec	14,709	-	31,479	46,188	33,907

The attached notes on pages 5 to 10 form part of these financial statements.

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2020

STATEMENT OF FINANCIAL POSITION

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds (Note 9)	Total 2020	Total 2019
	£	£	£	£	£
Cash Funds					
HSBC current account	8,386	-	2,148	10,534	5,334
HSBC deposit account	6,323	-	0	6,323	9,895
CBF Cornerstone Fund	-	-	29,061	29,061	18,383
Cash floats	-	-	270	270	295
Total Assets	14,709	-	31,479	46,188	33,907
Liabilities					
Unpresented cheques at year end (note 8)	3,723	-	-	3,723	929
	3,723	-	-	3,723	929
Net Assets	10,986	-	31,479	42,465	32,978

The attached notes on pages 5 to 10 form part of these financial statements.

Approved by the PCC on 18 March 2021 and signed on their behalf by Reverend Andrew Gubbins (PCC Chairman) and Mr David Turnbull (PCC Treasurer)

Reverend Andrew Gubbins

David Turnbull

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2020

1. Notes

- (i) The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 and the Charities Act 2011. These financial statements have also applied the guidance from the new Charities SORP (FRS102) that is effective for all year ends from 31 December 2015 onwards and replaces the Charities Statement of Recommended Practice (SORP 2005).
- (ii) These financial statements are prepared using the receipts and payments basis and as such exclude income earned during the financial year that have not been received as at 31 December as well as amounts owing from obligations entered into during the financial year for which payments have not been raised.
- (iii) The funds specified on page 4 represent all the funds of the PCC including those which are subject to special restrictions regarding their use.

The St. Peter's Fabric Fund (HSBC deposit account) was undesignated by the PCC in order to widen its usage from the previous sole use for development of the fabric of the church. Consequently, there is no current policy to transfer 5% of annual letting income to the Fabric Fund.

The PCC is committed to maintaining an £8,000 minimum reserve representing three months essential expenditure, which is held within the HSBC current and deposit accounts. The level of the minimum reserve will be decided annually by the PCC. It is a requirement to have a contingency plan to restore funds to the minimum reserve level should ever the situation arise. The PCC has agreed that this would be achieved by reducing the monthly Parish Share contribution until such time as the minimum reserve is restored.

- (iv) Assets recognised but not valued in the Statement of Assets and Liabilities include:
 - Moveable church furnishings held by the Church Warden on special trust for the PCC and which require a faculty for disposal.
 - Other fixtures, fittings and office equipment of which the PCC is free to dispose of without faculty and where the original cost exceeded £1,000.
- (v) In addition to the funds specified on page 4, there is a "Stent" deposit account used solely at the discretion of the Vicar and Church Warden. The PCC has no control over these funds and is not directly accountable for them. This is a 'connected charity' to St. Peter's Church and is outside the scope of these financial statements.
- (vi) Expenses paid to clergy may include a small immaterial proportion that relates to their function as PCC members. No other payments were made to PCC members.

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2020

2. Other donations and legacies

	2020	2019
	£	£
Bequests (The late John Baker)	10,000	5,000
Various donors for Cornerstone Fund	590	676
Fund-raising Committee (Rest. Fund C)	0	1,157
Sunday Coffee Fund net (Rest. Fund D)	88	333
Wednesday Coffee Fund (Rest. Fund E)	205	250
Friendship Club (restricted Fund F)	100	250
Pastoral Committee	0	10
LIGHT service (Restricted Fund H)	665	905
Chippenham Lions for "Foodbox"	800	250
Wiltshire Council for "Foodbox"	2,510	0
Other donors for "Foodbox"	1,080	162
South West Ambulance (defibrillator grant)	1,080	-
Bev Webb (cakes)	600	-
Bridge Club	100	-
Rev J Hawkins	60	-
P Hutton	50	-
Over 50 Friends	50	-
M Helps (re. Weston Village Gardening)	30	-
Other donations	394	1,388
	18,402	10,381

3. Income from Charitable Activities

	2020	2019
	£	£
Fundraising for general purposes		
Summer fete	0	1,151
Christmas fair	0	1,304
Male voice choir concert	0	194
Funeral collections for St. Peter's Church	167	180
Other	0	218
	167	3,047
Fundraising for specific purposes		
Children's Society	130	117
Olive Branch (from Wed Coffee Fund)	0	83
Sightsavers	151	164
Send a Cow	226	355
Funeral donations for charities	334	1,708
Presentations to clergy	0	-
Lee Abbey Retreat	0	967
Wiltshire Historic Churches	0	-
Embrace the Middle East	49	99
Christian Aid	48	90
Well Boring	0	210
Royal British Legion (Poppy Appeal)	86	-
	1,024	3,793
	1,191	6,840

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2020

4. Other trading activities

	2020	2019
	£	£
Tom Metcalfe Centre rent	7,463	13,166
Lord's Mead Playgroup rent	12,294	12,600
Other hall lettings	6,176	7,069
Sheldon Road rental income	1,449	1,378
Wedding fees	45	264
Funeral fees	419	2,570
"Peter Post" sales	0	-
Sale of books	123	167
Miscellaneous sales etc	9	87
Insurance claims	0	3,953
Photocopying	28	43
	<u>28,006</u>	<u>41,297</u>

5. Income from investments

	Unrestricted Designated Funds £	Restricted Funds £	2020 £	2019 £
Interest on Cornerstone Fund	-	88	88	141
Interest on Deposit Account	8	-	8	25
	<u>8</u>	<u>88</u>	<u>96</u>	<u>166</u>

6. Expenditure on charitable activities

	2020	2019
	£	£
Send a Cow	226	355
Sightsavers (to be paid in 2021)	0	275
Children's Society	279	426
Olive Branch Counselling	50	120
Chippenham Street Pastors	50	120
Christian Aid	48	90
Embrace the Middle East (paid in 2021)	0	254
Well-Boring	0	210
Funeral donations to charity	419	1,912
Deanery Synod subscription	10	60
Other	0	83
	<u>1,082</u>	<u>3,905</u>

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2020

7. Other expenditure

	2020	2019
	£	£
Clergy Expenses		
Expenses	870	1,587
Visiting preachers	113	168
Presentations to clergy	-	-
	<u>983</u>	<u>1,755</u>
Benefice fees	305	951
Church Maintenance and Running Expenses		
Survey fees inc Quinquennial survey	689	5,491
Electricity	1,674	2,108
Gas	680	2,075
Water rates	88	84
Insurance	1,921	1,884
Grass cutting	705	705
Repairs and maintenance	3,746	4,916
Imperial Cleaning Services	5,983	9,519
Refuse collection	613	677
Lightning conductor check	60	60
Boiler servicing	180	-
Fire extinguishers	274	357
Fire alarm service	0	-
	<u>16,613</u>	<u>27,876</u>
Church Management and Administration		
New Photocopier (using burst pipe claim sum)	0	2,832
Photocopier costs	1,265	1,225
Conference expenses inc Lee Abbey retreat	0	1,114
Postage	7	46
Stationery	87	251
Computer and software	651	1,012
Telephone	455	622
	<u>2,465</u>	<u>7,102</u>
Support costs		
Copyright fees	80	316
Organ and Piano tuning	240	293
Purchases for use in services	131	132
Organist fees	0	240
Verger fees	0	200
Flower expenses	0	48
Pastoral Committee expenses	15	474
LIGHT service (H) expenses	291	728
Foodbox (I) expenses	4,195	418
Youth Church expenses	0	237
Kingfishers (Messy Church) expenses	13	191
Defibrillator purchase	2,160	-
Equipment purchases	193	304
Other	689	766
Transfer to CBF Cornerstone Fund	10,590	676
	<u>18,597</u>	<u>5,023</u>
Transfer to CBF Stent fund (Sheldon Rd rent)	1,449	1,378
	<u>40,412</u>	<u>44,085</u>

St. Peter's Church, Chippenham
Financial Statements for the Year Ended 31 December 2020

8. Unpresented cheques

	£
Unpresented cheques and cash as at 31 December 2019	<u>929</u>
Write back prior year cheques raised but never banked by payee	-
2019 cheques and cash presented during 2020	(929)
2020 payments raised by cheque not banked by payee at year end	
Royal British Legion (Poppy Appeal)	79
Bristol Diocesan Board of Finance (Parish Share December)	3,570
Dawson's Steeplejacks (Lightning Conductor check)	60
Caroline Masters (Altar requisites)	14
Cash & Cheques received 31/12/2020 unbanked	0
Total	3,723
Net movement in unpresented cheques during 2020	<u>2,794</u>
Unpresented cheques and unbanked as at 31 December 2020	<u>3,723</u>

St. Peter's Church, Chippenham

Financial Statements for the Year Ended 31 December 2020

9. Restricted Funds

Restricted Funds year-ended 31/12/2020

	<u>A</u> <u>Cornerstone</u> <u>Fund</u>	<u>B</u> <u>Flower</u> <u>Fund</u>	<u>C</u> <u>Fund</u> <u>Raising</u> <u>Cttee</u>	<u>D</u> <u>Sunday</u> <u>Coffee</u> <u>Fund</u>	<u>E</u> <u>Wed</u> <u>Coffee</u> <u>Fund</u>	<u>F</u> <u>F'dship</u> <u>Club</u>	<u>G</u> <u>Pastoral</u> <u>Cttee</u>	<u>H</u> <u>LIGHT</u> <u>Service</u>	<u>I</u> <u>Food-</u> <u>box</u>	<u>Totals</u>
Balance at 1/1/2020										
HSBC current account	£0	£0	£0	£0	£0	£200	£0	£619	£760	£1,579
CBF deposit account	£18,383	£0	£0	£0	£0	£0	£0	£0	£0	£18,383
Cash floats	£0	£35	£0	£20	£101	£139	£0	£0	£0	£295
	£18,383	£35	£0	£20	£101	£339	£0	£619	£760	£20,257
Donations	£590	£0	£0	£71	£0	£0	£0	£665	£4,390	£5,716
Other Voluntary Receipts	£10,000	£47	£0	£0	£142	£308	£0	£0	£0	£10,497
Interest received	£88	£0	£0	£0	£0	£0	£0	£0	£0	£88
Expenses	£0	-£12	£0	-£3	-£18	-£167	£0	-£291	£4,195	-£4,686
Transfers from/to unrestricted funds	£0	£0	£0	-£88	-£205	-£100	£0	£0	£0	-£393
Total movements in year	£10,678	£35	£0	-£20	-£81	£41	£0	£374	£195	£11,222
Balance at 31/12/2020										
HSBC current account	£0	£0	£0	£0	£0	£200	£0	£993	£955	£2,148
CBF deposit account	£29,061	£0	£0	£0	£0	£0	£0	£0	£0	£29,061
Cash floats	£0	£70	£0	£0	£20	£180	£0	£0	£0	£270
Total Restricted Funds	£29,061	£70	£0	£0	£20	£380	£0	£993	£955	£31,479

Notes:

Restricted Funds in St. Peter's are set out above. All the figures have been provided and confirmed by the designated organisers of the respective funds.

- A. **Cornerstone Fund:** This Central Board of Finance account comprises various donations and fund-raising activities specifically for the "Cornerstone Project". Includes a 2020 bequest of £10,000 specifically for repair of Peter Window. Professional fees incurred for Cornerstone are paid from this account.
- B. **Flower Fund:** Cash transactions only.
- C. **Fund-raising committee:** Cash transactions only: no events organised in 2020.
- D. **Sunday Coffee Fund:** Cash transactions only. Donations to Church funds less expenses.
- E. **Wednesday Coffee Fund:** Cash transactions only. Donations received for refreshments.
- F. **Friendship Club:** Cash transactions only. Self-funded by members of the congregation for various social events. £100 donated to Church funds.
- G. **Pastoral Committee:** Administered via HSBC current account.
- H. **LIGHT service:** Administered via HSBC current account. Donations received fund the expenses incurred for transport for the disabled.
- I. **Foodbox:** Various donations received from Chippenham Borough Lands, Wiltshire Council and others exclusively for Foodbox expenses for purchase of food and delivery costs in particular.

**Independent Examiner's Report to the Trustees of St. Peter's Church,
Chippenham, Parochial Church Council**



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

Report to the trustees/ members of	ST PETER'S CHURCH, LORDS MEAD CHIPPENHAM, WILTSHIRE, SN14 0LL		
On accounts for the year ended	31 st DECEMBER 2020	Charity no (if any)	1131473
Set out on pages	1-10		

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended

**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 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 ~~other than those disclosed below~~ in connection with
the examination which gives me cause to believe that in any material
respect:

- accounting records were not kept in accordance with section 100 of
the Act or
- the accounts do not accord with the accounting records

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

Please delete the words in the brackets if they do not apply.

Signed: [Signature] Date: 2nd MARCH 2021
Name: EDWIN MARTIN REEKS

Relevant professional
qualification(s) or body
(if any):

CHARTERED INSTITUTE OF PUBLIC FINANCE
AND ACCOUNTANCY

Address:

3, AEW HILL
CHIPPENHAM
WILTSHIRE, SN15 1DH