

**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

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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

Appendix A

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
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		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>
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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

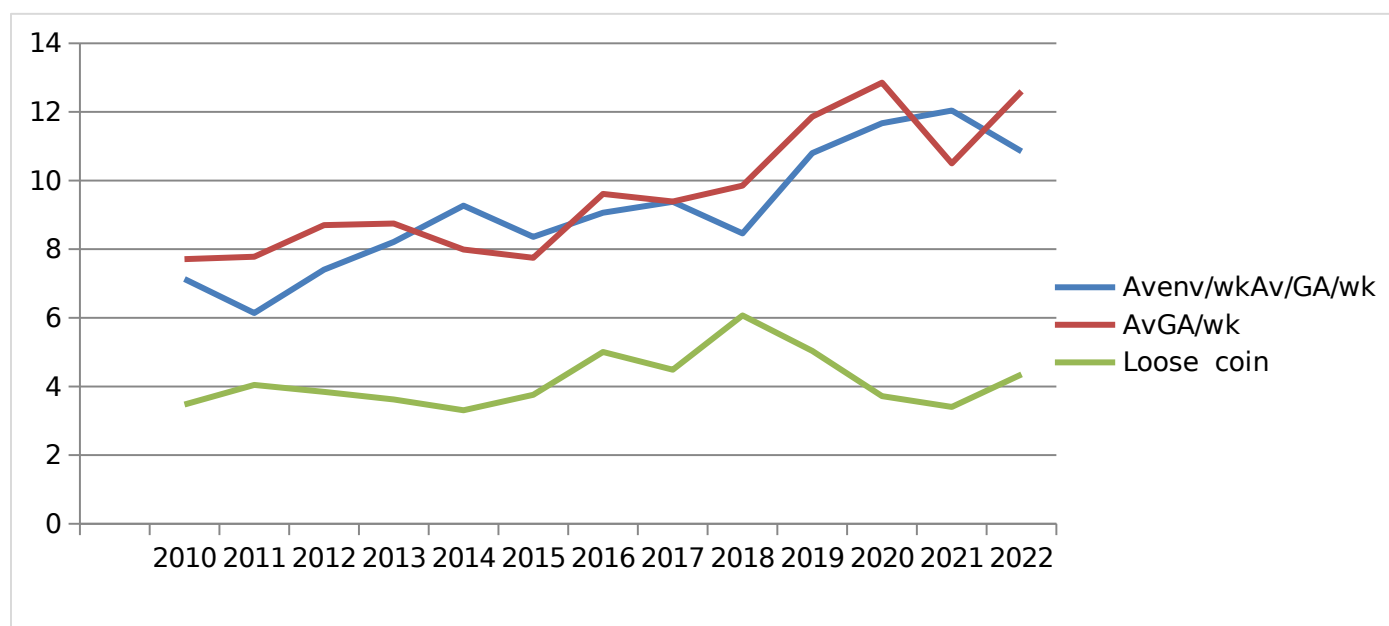
Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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