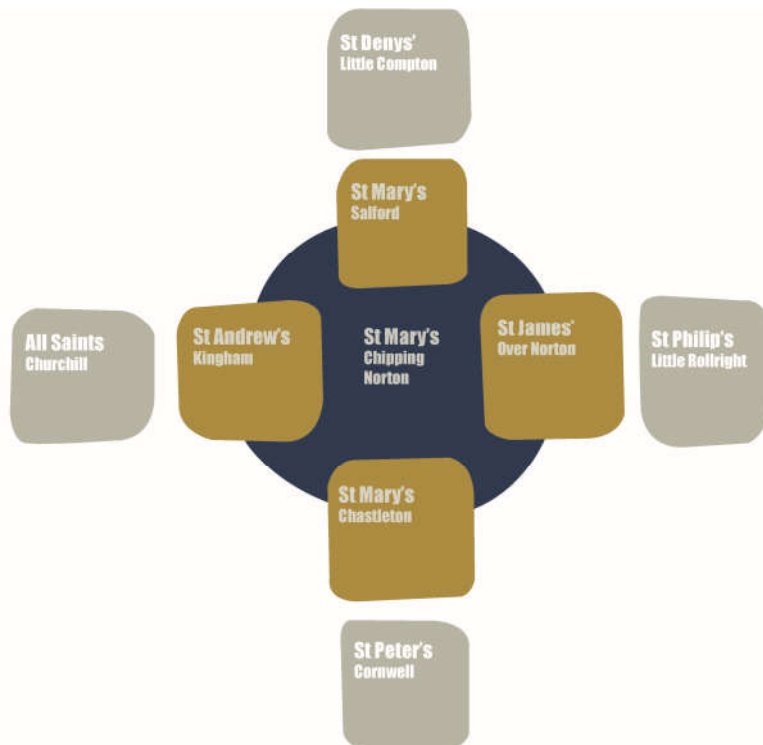


St Mary's

Chipping Norton

St James'

Over Norton



ANNUAL REPORT 2020



Welcome

As I sit down to pen this note, it's only six months since we came together on Zoom for our last APCM. Whatever positives we may be able to rejoice in as we look back on 2020 (and I hope you will agree that there have been many), it will still always bear the marks of loss, grief and disorientation that the Covid pandemic has caused us across every aspect of our lives.

We all desperately hope and pray that we will soon be able to emerge from successive lockdowns and start, once again, to make plans for the future here at St Mary's, but we will perhaps do so being more conscious of our frailties and of the importance of community.

We will also do so with a very real sense of the privileges that we have here in the UK, where vaccinations have been rolled out to such good effect, and carrying in our prayers the millions of people, such as those being worst affected in India just now, who continue to be so much more vulnerable.

One of the things that has become very apparent, though, as we've started to pick up ministries and activities that have been interrupted for over a year, is that life really has changed during that time. Some of the things that we used to do will no longer fit with the pattern of people's lives now, and some of the things that we have had to start, in response to Covid, will need to continue.

Church life will inevitably look different post-Covid, and some people will find it harder than others to adjust, so we will all need to ask the Holy Spirit to equip us with extra measures of grace and patience for some months to come as we settle into new rhythms.

Having said all that, because we know and trust in a God who '*works for the good in all things for those who love him*', we can both reflect on 2020 with thanks and look forward to 2021 with joyful anticipation of what Jesus will lead us into as, together, while we give ourselves equally to **living in God's love** and **living out God's love**.

As Toby and I have pulled together the many and varied reports from the amazing team who have led different ministries within the church in 2020, we've been conscious that we can't possibly cover every base. We hope, nevertheless that you will be inspired and encouraged by what you read!

As ever, as you read on, please invite the Holy Spirit to stir your hearts and draw you towards any part of the life of the church in which he would like you to be more involved - the church will only ever be at full strength when we are all living and serving in the place that he has prepared for us...



Rev'd James Kennedy
Team Rector and Vicar of Chipping Norton

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Introductory Notes

1. This is the twentieth annual report since 2001 required under the Church Accounting Regulations 1997 for St. Mary's Church, Chipping Norton, and St. James' Chapel, Over Norton, part of the Chipping Norton Benefice, the Deanery of Chipping Norton, the Diocese of Oxford, the Church of England.
2. St Mary's PCC is required to co-operate with the Team Rector in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical, as stated in the Parochial Church Councils (Powers) Measure 1956.
3. St Mary's PCC also has maintenance responsibilities for the Parish Centre and a house at 137, Cornish Road.

Correspondence Address: **The Church Office, St Mary's Parish Rooms**, Church Street, Chipping Norton, Oxon, OX7 5NT (www.stmaryscnorton.com)

The church building itself is located in Church Street, Chipping Norton.

Registered charity number: 1132070

Church Life

In this unprecedented year, church life has been utterly different to anything that any of us has experienced before. I hope that this report will capture something of the flavour of the good things that have still been happening, but what will also, I am sure, be particularly apparent is what has not been happening...

Some of the things that you have all been involved with will be mentioned below, but because so much of the activity in 2020 has been taking place behind closed doors as we've lurched from one lockdown to another, **may I begin by thanking every single one of you for the unseen service that you've been offering** too, to your neighbours, friends and to others in the church family. If nothing else, like so many other times of hardship in the past, 2020 has given us an opportunity to shine as a church, showing a hurting world that there is hope and joy to be found even in the darkest times. Thank you for each playing your part in that.

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In last year's report, I mentioned the way that the church family at St Mary's has, collectively, thrown itself into serving the most vulnerable within our community. This has been true as much among the church itself, with the launch of the **phone web**, for example, as it has been towards those around us, through **The Branch**. Who could have known in October 2019, when we stepped out in faith to buy the former NatWest Bank in the town centre, the incredible way in which it would immediately be used to serve others and witness to the love of Jesus.

Last year I urged you to join with us and to help us to pursue the vision that God had given us by giving generously and sacrificially. **This year I want to thank you for the way that you have honoured God so incredibly**, not only in your response to October's **Gift Day**, but also in the way that you have offered up your time and energy to support our practical response through **Mary's Meals** and the provision and delivery of **craft packs, wellbeing packs** and so much more.

.....

As ever, **Living in God's love** (through our worship, teaching and Small Group fellowship in particular) has enabled us to continue **Living out God's love**. In our Sunday sermons, we started the year with a wonderful series on **Creation Care**, before turning to Genesis and following on a **Journey of Faith with Joseph**, starting to recognise how God was also taking us on our own journey of faith (with our **Building to Serve** project) through which he also wants to grow

and change each one of us. That series was interrupted by the onset of the Covid pandemic, prompting us to dwell – as we adjusted rapidly to church online at Easter - on how we are called to life **A life of Love, not Fear**. We then spent several weeks in the early summer looking at **Hebrews (Higher, Greater, Holier)**. As lockdown wore on, and many of us found ourselves feeling more and more disoriented, we considered how a **Rule of Life** can help us to stay anchored to God, the true source of our strength and resilience, before enjoying a more light-hearted look, during the summer holidays, at how God can even speak through **Wild Weather**.

In the Autumn, as we were allowed back into the church building for a season, we rejoined Joseph on his Journey of Faith, leading us up to our Gift Day, before turning our attention to Jesus' seven **Transforming Miracles** in John's Gospel and then seeing the year end in with seasonal passages from **Isaiah (Advent Hope)**.

I couldn't mention our worship, though, without paying particular tribute to our **musicians** and **technical teams**, who have not only risen remarkably to the challenge of leading us into the world of **podcasts, YouTube and live-streaming**, but also produced some **amazing worship videos** that have both lifted and brought us together as a church in ways that we could never have anticipated only a year ago.

Equally, it's been a joy to see the way that the new world of **Zoom** both enabled us to stay connected (such as for Sunday morning '**Zoom coffee**' and in our Small Groups) and also gave such a boost to our **corporate prayer life** (with **Set a Watch of Prayer, daily at 6am and 6pm**, which started in the run-up to our Gift Day and has continued ever since).

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As we have done for many years, in addition to our strong focus on local mission (see detail in the more specific reports below), we continued to support external mission partners in 2020. We continued to support **Bruce and Jan Rossington** of **AIM (African Inland Mission)** as well as **Open Doors**, but Tearfund drew their Connected Church programme to a close. As a result, in place of our previous partnership with ZOE (Zimbabwean Orphans through Extended hands), we committed to supporting both **Rafiki Thabo** (with whom our youth visited the Taita–Taveta Diocese in Kenya in 2018) and **Great Lakes Outreach** (Burundi, Simon Guillebaud) and to trying to develop a more personal relationship with both of those organisations once Covid allows. In addition, we were pleased to support **Innovista, Operation Christmas Child** through their shoebox appeal, and **The Children's Society** again (although we were sadly unable to hold our traditional Christingle service).

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One of the many sadnesses of the way that Covid has impacted on church life year has been that we've been unable to gather together for so many of the things that we've enjoyed previously (e.g. Women's or Men's events, North Cotswold Gospel Partnership events or New Wine). Likewise, we've been unable to host Marriage Preparation days or Marriage Courses in the way that we have in the past (although we've been extremely grateful for the online provision of larger churches, such as HTB, who have enabled couples to access these resources online).

In January 2020, Mark Burbridge sadly had to stand down as our **CAP Debt Centre** Manager, and I am immensely grateful to Coen VanWyk for stepping up from his role as Debt Coach to hold the fort until we could recruit a successor for Mark. Thankfully we were able to do that in the shape of Ian Finney, who volunteered and was trained up to take this on in the Autumn. We know that Debt has only worsened during the last year, but that has been masked by the ban on evictions, so we are anticipating a surge of need for the Debt Centre in 2021. Please do get in touch with Ian if you would be interested in supporting him as a Befriender or as part of his prayer team.

An unexpected joy, though, while other things have had to stop, has been discovering the way that Alpha can still be offered really effectively online. This has given us the opportunity to continue to invite people to explore faith despite the isolation of lockdown, and following the success of our first course in the middle of the year, a new Small Group has been formed (see below).

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Looking ahead...

Like people have found in so many different settings, one of the hardest things this year has been trying to plan anything beyond the immediate. As restrictions continue to be lifted, however, we are desperately hoping that we might be able to gather for a rescheduled Church Away Day on Sunday September 5th... As well as trying to regroup and share something of our vision for the coming year, we are planning a variety of different fun activities for all ages to be able to relax and just spend time together. Do please make a note in your diaries.

James Kennedy

Building to Serve

Following the launch of the Building to Serve campaign in October 2019, fundraising has really taken off over the last year, against all the odds in the face of the Covid 19 Pandemic. In many respects the pandemic, and our ensuing Covid 19 response, provided an opportunity to raise the profile of local need with many potential donors becoming volunteers - delivering food to some of those in our community with the greatest need.

Total Funds raised in gifts and pledges by year-end

	<u>Target</u>	<u>Donated/pledged</u>
B2S Totals	£5.9m	£2,337,501
<i>of which</i>		
The Branch	£4.9m	£1,787,501
Church (restricted)	£1m	£20,000
Unrestricted		£530,000

Key Achievements

- Giving the Old Bank a name – The Branch
- Ambassadors – over the year a group of four committed and highly supportive ‘ambassadors’ has emerged, with extensive networks and energy and drive to promote The Branch to their friends and acquaintances on our behalf.
- The Branch Trust – established in August 2020 as a new charity that will manage The Branch and all the activities it runs, this Trust enables us to raise funds for The Branch, independent of the PCC, paving the way to accessing grant-giving Trusts and individuals who would not usually support the church or organisations that actively promote a specific faith perspective.
- Church Gift Day – much delayed due to the pandemic, exceeded the targeted £300,000, the majority of which is hope to be able to direct towards the church redevelopment.

Our Fundraising Strategy has focused on:

1. Philanthropic giving in the local community;
2. Church family support pledged over 5 years;
3. Grant applications from grant making Trusts; and
4. Corporate support

Philanthropic Giving

Our Launch party on 7th February 2020, kindly hosted on our behalf by The Rt Hon David Cameron, targeted local philanthropists and has paved the way for a substantial number of 5 figure donations over the year.

Giving to date

- Over £1.4million has been gifted and pledged to The Branch by the end of the year through local philanthropic giving.

Giving in kind:

- Graphic design support – Gary Cooked has kindly continued to assist us with web and marketing material design.

- 4 local ambassadors have begun working with us over the year to promote The Branch to their colleagues and friends and wider networks, helping us conduct tours of The Branch and offering to host private events on our behalf.

The Church family

After several postponements due to Lockdown, and an unsuccessful attempt to host a 'remote' Gift Day, we were finally able to gather in church in early October for a Gift Day in which church family giving exceeded our original target of £300,000! As a result, if we continue to be able to raise sufficient funds for The Branch from other sources, when combined with an earlier pledge of £250,000, we hope to be able to direct £550,000 of funds raised to date towards the church redevelopment project - over half of the target total.

Grants

Grant making Trust	Fund allocation	Amount donated
Architectural Heritage Fund	Project Viability grant – to fund the set-up of The Branch Trust and begin pre-planning	£15,000
Architectural Heritage Fund	Project Development Grant – to fund fund-raising costs, and work around planning submission	£74,732
PF Fleming	The Branch Trust - unrestricted	£75,000 (over 3 yrs)
Henry Smith	To fund youth and children's worker roles	declined
Diocesan Development Fund	To support the development of The Branch	Declined
The Big Give	Towards Covid 19 response and Outreach work	£44,000
Oxfordshire County Councillor	Councillor Fund donation	£2,000

Corporate Support

We are continuing conversations with a few local businesses who have offered their support.

- Oak Investment Partnership - Donated £5,000 (two lots of £2,500)
- Soho Farmhouse – pledged their support with gifts in kind (one day training/pampering workshops), offering apprenticeships, a corporate donation (tbc) and hosting a fundraising party for The Branch.
- Mullin's project – discussions ongoing with the offer of potential support once investors can be found.

Communication/Resources

- Chippy News – has been a great resource for communicating with the town and galvanising support.
- The Big Give – proved an opportunity to widen our reach, with leaflets distributed around the town and a banner placed on The Branch to advertise the opportunity to give a match

funded donation on-line. 60% of donations came from new contacts, not connected to the church.

- Key Supporter Invitation – drafted for 5 and 6 figure donors to communicate what The Branch is aiming to achieve and share stories about the impact our outreach work has already had on lives within our community.
- Supporter Newsletters – published quarterly and distributed by email, initially to all those who were invited to attend the launch party in February and then extended to other contacts and donors. This has helped to share the news of what The Branch will be used for and prompt further donations.
- Prayer – the weekly building to serve prayer slot has kept its momentum throughout the year, becoming a regular feature of the week with a band of faithful intercessors. In October this was expanded with the introduction of a prayer 'Watch', morning and evening. The use of zoom has made this possible, becoming a wonderful way of uniting the church family in prayer for and protection over the building to serve endeavour.
- Mary's Matters – increased to weekly publication during lockdown, has been a vital way of keeping the church family briefed on progress with the Building to Serve campaign.
- Social Media – an Instagram account for The Branch Trust was established this year but work is needed to start using it!

Georgina Orchard

Children, Schools and Families

Children's Church:

Since starting in September we have had a real mix of online and in person Children's Church on Sunday mornings. It was challenging both for myself as a leader and the children when we were online but everyone came together to make the most of it. I knew it was important to continue nurturing the relationships between the children and myself, the children and each other and most importantly the children and their relationship with God. Through discussions around our Bible passages and themes, the children were able to explore God's word and what it means in their lives.

Being face to face, the children adapted to Covid guidelines so well and really made the effort to engage and support each other despite the strange circumstances. The mats we provided to encourage social distancing worked, creating a safe and still familiar family culture within the groups.

The content followed along with the sermon series to allow and encourage families to continue learning, discussing and sharing into the coming week. I aim to do more to encourage this going forward with family challenges that the children can take home with them etc.

Successes:

- Nurturing relationships
- Focused Bible teaching
- Children's growth in engagement

Growth Points:

- Encouraging continuing discussions from Sunday learning
- Deepening children's biblical knowledge and life application
- Developing a solid framework/structure for Children's church as we shift back to normal groupings.

Family Pastoral Care:

It has been a challenge to connect with families over this unprecedented time. It has been a top priority for me get to know the families as much as I can. Initially, I spent time making calls and visits where and when I could and managed to speak to most of the families. When we have been able to meet in person, I have made sure to interact with the parents and carers each week and although we aren't able to gather, I am still able to be in touch with them.

Through lockdown and restrictions, families have met on zoom through a number of initiatives. This has helped us stay connected. It has also been encouraging to see a

number of parents joining their children for the Sunday morning zoom sessions to help them navigate the technology.

Successes:

- Making and building connections with families
- Listening and watching for what the families need

Growth Points:

- Increase connection and relationships
- Encourage families to get involved with initiatives as they restart
- Continue to seek out what God has planned for these families and what they need in support

Outreach & Networking:

My main point of outreach is through the Mini's toddler groups. Due to Covid restrictions we have not been able to run these in person. However, Mini Moments ran online successfully through the winter. We connected with a number of families in the community regularly in our Wednesday morning sessions and it proved a great way to build relationships.

Primary school assemblies continued on teams and were a great success. Because of being online and with restrictions, the assemblies were limited to one or two classes, which I found useful in getting to know how it worked and making myself known to the children.

Also, since starting in September I have connected with a number of networks and organisations, from the under 5's network to parenting for faith. I feel it is important to share resources amongst all providers of similar services and it is proving useful to hear how others are managing. I did a short presentation for the Oxfordshire Early Years network about how I was running my groups online and received some excellent feedback.

Successes:

- Connecting with the community leading to interactions with church
- Nurturing relationships with the primary school
- Adapting outreach work to continue during lockdown

Growth Points:

- Being more visible to the community (through groups and initiatives)
- Following up on contacts with good resources
- Continuing connecting with the wider networks

Christmas:

Christmas was a real time of joy and connection for the children and families. Not only did we get them involved

in the Christmas day service but the Christmas Trail was a big hit. Many of the church families got involved in putting on the Nativity Trail, dressing up and acting the parts to tell the Christmas story to the whole community. It was amazing to see so many people come together and be so excited about sharing the true meaning of Christmas.

It was also a fantastic outreach tool, as hundreds of people from Chipping Norton and the surrounding area came out to do the trail and walk the nativity story.



Successes:

- Community connection
- Church connection
- Encouraging family faith and sharing Christ's story

Growth Points:

- Identify more opportunities to encourage this sense of community
- Encourage families' expression of faith and community

Looking Ahead 2021:

As we look ahead into this year, I am excited to continue nurturing the children and their families in exploring God's word and their faith. I am looking forward to restrictions lifting allowing us to meet more as a church family and also to reach out more regularly and personally to the community.

Main Goals:

- Continue building a thriving Children's Church
- Connect with church families regularly in person
- Build current and new initiatives for outreach and church family nurture
- See children and families grow in faith and love for our heavenly Father

Rebekah Wiseman

Baptism Ministry

Prior to the Covid-19 Pandemic (including early 2020) I was working alongside Yvonne Champion and Bethany Boddy as a new small baptism team. I wrote new baptism preparation material which consisted of two sessions for the parents of infant candidates. I also updated the baptism policy which includes the process of en-

quiry and preparation, through to the baptism and beyond. This also includes services of thanksgiving which do not require preparation as they do not involve the same level of commitment. As a team we also began discussions around ideas for follow up as research suggests that follow up is key in helping to integrate baptism families into the Church. Unfortunately, the Covid 19 Pandemic put a pause on baptism ministry and therefore it has not been possible to evaluate how preparation and any follow up plans might work.

Moving forward I would like to continue to implement the baptism/ thanksgiving process and focus particularly on a system for follow up as I had begun to plan pre-pandemic. This would include for example making contact with parents 6/8 weeks after the baptism as well as an anniversary card and invites to relevant church events. I would also like to grow the baptism team with one or two extra people. I have more recently spoken to Rebekah Wiseman our Children's and Families pastor about our setup for Baptisms. She is keen to be a part of this process helping to integrate families into Church through her areas of ministry.

Toby Artis

Youth

It has certainly been an interesting start to my role here at St Mary's, and life in Chippy in general. Coming into this community during these times has not been the easiest but has been made a lot easier by the wonderful people I'm working with. Both Sasha and I have been made to feel extremely welcome from the get-go and we are so very grateful for that.

Sunday Morning Services

My first focus from September was to get to know the youth and their families as quickly as possible, arranging home visits to each of them. I spent every weekday after school for 4 weeks going around and meeting everyone, this was such a valuable time for me to be able to spend some individual time with the young people and their parents. Alongside this, we were meeting together on Zoom on Sunday mornings, looking at the 'Storylines' material based from the book of the same name written by Mike Pilavachi and Andy Croft. Discussing the different threads (Storylines) found throughout the Bible; Jesus / Covenant / Sacrifice / Redemption / Salvation / Worship. From October the Sunday morning sessions have been only for those in years 7 and 8 due to the room size in church, this continued online for those school years as they really appreciated a smaller group together and felt they were able to share more.

Midweek Youth Small Group

In October I started a midweek youth small group, this gather some good traction at the beginning with around 12-15 young people attending each week. It was especially great to see those who had previously not been overly engaged come along. Due to the ongoing pandemic and on/off lockdowns, we had to move to an online format in November. Which had gone well but numbers slowly dwindled due to being online and the young people having to also attend school virtually every day. We were, however, able to meet together for a socially distanced Christmas party which was great to be able to see people in real life again.

Remix+ Wellbeing

In conversations with the school, the town council, and the staff team here, we identified a real need around the mental wellbeing on young people – particularly amplified by the current pandemic. Alongside this, we came across a company called 'Kintsugi Hope' which is a Christian organisation that have created a programme specifically designed to look at mental wellbeing and have developed the material to be suitable for both adults and teenagers. The Lord does work in wonderful ways! We got the material, ensured the team were trained in it, and made arrangements with the school and Glyme Hall to get groups together to go through this. We will be running 3 groups for three different year groups to ensure the kids can stay in their school year bubbles whilst allowing us to reach as many of them as we can. This had to be postponed due to multiple lockdowns but are hoping to be able to go ahead this year.

Boy's Hikes

The boy's hikes that John Marshall started a few years ago have been able to meet again, albeit briefly. We had two hikes, one in October and one in November. These were quite wet events, but it was really great to meet the boys that come along and get the opportunity to speak to them about faith. Again, due to the pandemic these have also had to be put on hold, but I am really looking to getting them going again in the New Year.

School Working

In response to the pandemic and the needs of the young people in the local school, I have started a mentoring programme in line with the school. There are 3 mentors including myself and between us we are currently seeing 9 young people each week. The purpose of this is to give the young people a space and opportunity to share their thoughts and feelings around whatever needs they have. We have seen a great start to this and I am really grateful to the school for opening the doors in this way.

Please continue to pray for me and the team as we look to plan to support the young people in the area. Particular prayer for more volunteers would be greatly appreciated.

Joel Reed

Small Groups & Pastoral

Small Groups

Once Covid restrictions started all the groups except for one (with the most elderly), began to meet on-line. Once groups adjusted to it they have been grateful for being able to meet in this way and have found many blessings - though some people have found either the technology or more time on Zoom more than they can cope with. Around 100 people have been meeting this way, about 34 not. Group leaders and members have been wonderful in keeping in touch with each other and What's App groups have helped this. Two new groups have started, one disbanded. Including the elderly group not meeting at the moment this brings the total to 14.

We've continued to hold Small Group Leaders meeting each term. Last May, Laurence Singlehurst of CellUK presented 3 groups of leaders an alternative way of structuring a meeting which groups might find more suitable and effective in times of stress. James addressed us in February about the importance of Small Groups in the life of St Mary's.

A new initiative was a Developing New Leaders Course held in the autumn, 4 sessions over 5 months. Facilitated by Ursula, John Coyne and Helen Perris, adapting material produced by Laurence Singlehurst, 9 people participated. One of these is now leading a new group, 2 are co-leading. We hope to hold another this coming autumn.

We held an Orientation Meeting in February for those who had joined a Small Group in recent months. 22 guests, each received a booklet describing the value and practice of Small Groups (again written by Laurence). With the teaching input read beforehand, we were able to reflect together on our experiences of groups and share the vision and practice of Small Groups being at the heart of the life of St Mary's.

I have been so grateful for the support and working partnership of the SG Pastors (now Helen Perris, John Coyne and Peter Williams who have replaced Coen and Yolande Van Wyk, Ann Lewis and Jo Rees who have retired over the past couple of years - huge thanks to them for their work!). We can not over estimate the importance Small Groups are in growing a healthy, relationship-based community of disciples of Jesus. *But, the question on our minds is who will pick up the oversight of the Small Groups? If their well-being and development is not a core ministry for someone embedded in the staff team, how will they remain CORE to the life of the church?*

Ursula Simpson

Pastoral

Judith developed ways to remain in touch with those not in home groups and those not on the internet. With Covid 19 this became an urgent necessity.

- She set up the phone web with over 30 volunteers phoning contacts regularly.
- Adult craft packs were produced for about 30 folk providing a source of fun, communication and help with mental well-being.
- She converted *Mary's Matters* into a non-internet friendly news sheet which has been personally delivered to 30 homes fortnightly with help of 2 volunteers

She kept in contact with the Activities Co-ordinators of the care homes and we have sent gifts, craft and prayer activities to them to distribute where appropriate.

10 volunteers have been writing regularly to care home residents which was particularly helpful to the carers during the crisis when visits were stopped.

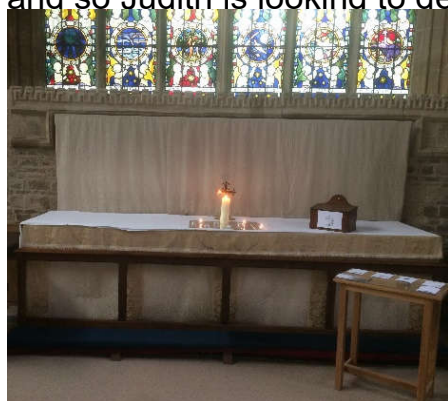
The care homes have now invited us to resume visits and services.

With the issues of mental well being becoming a possible priority we set up a group of experienced pastoral carers who now have a protocol and planned response strategy in place if the need arises.

We have created a dedicated time on Wednesday afternoons in the church for anyone who would like some space to quietly reflect on issues of loss. This has been advertised in Chippy news each month and is overseen by someone ready to listen.

Looking forward - As well as continuing the phone web, we are looking forward to developing a team of home visitors to make friendly calls to extend our pastoral care to anyone who would value this.

Several of the care home volunteers have expressed a desire to visit in the future and so Judith is looking to develop this care home ministry with this team.



Wednesdays - A Place to Remember



With Southerdown Care Home Activities Coordinator



Judith Marshall
Gifts for our older folk

Outreach

This year's work has been very much shaped by our response to C-19 & lockdown (Please note this report only covers the period of Lockdown 1). Work in the Nurture Room ceased as school's, but Catherine quickly responded, connecting through Instagram, Craft Packs (5000 made in total), over zoom calls & through doorstep visits. Using their creativity and skills the team went above and beyond anything we could have imagined, which has been acknowledged locally and nationally (The work at-

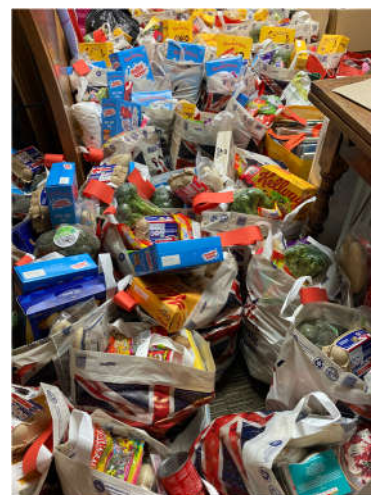
tracted a "Hero of West Oxfordshire Award" from Robert Courts MP and letter of recognition from the Lord Lieutenant of Oxfordshire & High Sheriff's Award). It has been wonderful too, that even during this time we have received the funding and prompt to expand this team, and the addition of Hannah, taking the lead on LifeSkills & Kintsugi Hope Wellbeing has been particularly timely. As Joel & Rebekah also started with the team, we have worked hard to integrate some of their work more closely with the Outreach Team. Joel, in particular, has much experience for working outside of the Church and not only has helpful experience how the secular youth system works, but has a gift and passion for connecting with those on the fringes.



C-19 Food Deliveries

At the end of March the Kennedy freezer was dragged down to the Church Porch and we asked for frozen food donations. The first week David Cameron (our first volunteer) delivered to 15 households. Within 3 weeks we had partnered with the Chippy Larder, Wild Thyme had started cooking meals for us, Philip Sharman was coordinating volunteer drivers and in week 5 we were delivering to 119 households. Services peaked in June at deliveries of Mary's meals to 205 households. By the end of Lockdown 1 we had delivered 25,000 meals.

This effort has been outstanding and sustained by the amazing work of Nick & Sally at Wild Thyme (who we pay £300 to work for 3 days producing between 600-1000 portions of food single handedly). It would not have been possible without the dedication of a huge team of volunteer packers and drivers, but the logistics all pivot on the incredible work, week in week out, of Philip Sharman.



Craft & Wellbeing Packs

These packs were initially meant as a way of connecting and resourcing with the families we worked with at St Mary's on a weekly basis. However, the vision quickly grew, and we moved from 100 bags in week one to 250 by week 3. In total 5,000 bags were delivered over lockdown 1. The response from and impact of these bags has been fantastic. Many families described collecting the bag from the Porch as the "highlight of their week", and there would often be families waiting for them on a Wednesday morning to be released.

Mobilisation of Volunteers

Throughout this whole time we have mobilised in excess of 150 volunteers - from weekly delivery drivers, cooks, packers, people to man the photocopier each week, to those having to isolate themselves, but able to write letters and make phone calls. Managing and finding roles for all those people who have volunteered (as well as ensuring safety and safeguarding) is quite a challenge, but wonderful to see so many step forward and want to engage with the work of the Church.

Branch Out & Cook

One of the many great things that has come out of this time is the relationship that we have been able to build with Wild Thyme. We also identified 9 families without cooks in lockdown, and these two things, along with importance of food budgeting and cookery skills that LifeSkills has highlighted, meant we dreamt up the idea of "Branch Out to Cook". When The Branch is open we will be able to host this course for 12 at a time, currently we are piloting it with 2 mums (who have just finished a very successful 10 week course) and we also hoped to launch it for 6 school children. In the 10 week course the beneficiaries will learn a range of skills around food preparation, cook meals they can take home and share with their families, and also leave some weeks with kits to go home and involve their family in cooking and eating together - along with budgeting and healthy eating tips.

Even with the frustrations of lockdown it has been wonderful to trial this, and one of the mum's now helps Nick regularly with the Mary's Meals preparation and now feels motivated and qualified to look for a full time job as a school cook.

Mary's Kitchen - wonderfully this gave me the idea for Mary's Meals in lockdown, but has not been active this year.

Parent Drop In - this has been suspended during lockdown, as parents are unable to be in school. However families have been signposted and I have made contact outside school

Pandemonium in the Park - Postponed until 2022

Feast & Fun - Cancelled due to Covid

Ongoing Training

In September, both Emma & Hannah trained as DA champions, strengthening their understanding and ability to work with this affected by DA and to support Catherine in her work.

Networks

We have been very thankful for our existing networks, which have allowed us to stay connected and also promote all that we have been offering throughout lockdown. Emma is also now Chairing the West Oxfordshire Voluntary Sector Committee (as is representative for Chipping Norton & Faith Groups) & sits on the Diocesan “Addressing Poverty & Inequality” Committee.

Funding

As Emily and I often look at all the funds that have poured in to enable this work we marvel at the way that the Lord has gone before us, and there are still funds to be spent.

We have applied for grants, but the majority of this funding has come from personal donations that we did not solicit, but have just been gifted - from regular donations of £20 per week from elderly ladies who drop it in to The Branch each week as we prepare deliveries or people who put money in my hand as they see me on the big shop, to large cheques for £10,000 from individuals who we have engaged with and have heard of our work through Branch fundraising. It is truly remarkable, humbling and a real faith raiser. We have received £62,980 into over Covid fund, these donations include: Town Council £9,000, WODC Emergency Fund £4,000 (Received), OCF C-19 Fund £5,000, Ocado £10,000, Big Give £10,000

I estimate that we may have to continue high level Covid support until September 2021. The overall response (from food, craft packs and additional support to families who are struggling) may well cost in the region of £75-85,000.

Next Steps

1. strengthen the connections that we have made through Covid work
2. re-engage with networks
3. re-establish Parent Drop In

Emma Kennedy

Nurture Room

January – March: Catherine was seeing 45 children per week in the Nurture Room. In January we had an all-day workshop with an external artist funded by WODC - it was a great celebration event for the children and volunteers who have been involved with the Nurture Room.

March – Sept: Not wanting to lose contact with the children during Lockdown, Catherine and a team launched weekly Family Activity Packs (including craft ideas and resources; poems and story ideas; jokes & facts; games and wellbeing tips) which went out with the food delivery and were available for collection from the church porch.



- Over 24 weeks we sent out 5000 packs and received extremely positive feedback such as “the packs are the highlight of our week”.
- Families regularly sent in photos of their creations and led to a “Creative Kids of Chippy” gallery page on the website.
- This gave us an opportunity to provide a sense of community and connection.

During this time Catherine provided parents support over the telephone and where appropriate did some facetime with children she knew well. **From May** onwards, as Lockdown eased Sarah Saxby (Family Support Worker), Emma Kennedy and I started to do doorstep and garden visits offering parents and children the opportunity to play a game, do some craft and off-load their anxieties and concerns.

- Through this interaction with parents we have been able to build really solid relationships that have enabled more whole family work.

Sept – Dec: Catherine was back in the Nurture Room and although the groups were smaller and there were restrictions on activities, she was able to support 35 children each week.

Future:

- We hope to continue to develop the work of the Nurture Room and involve Sarah Saxby in more sessions.



- We aim to really embrace the impact measuring system, Boxall, and build on the relationship with Chipping Norton School to ensure smooth transition for Year 6 to 7 and grow our whole family approach.
- Catherine has been invited to be on a steering committee for nurture in schools hosted by the Mulberry Bush School and is passionate about raising awareness about the benefit of nurture for all ages.



Domestic Abuse support service

A survey done across the region 15 months ago revealed that there is very little consistent support in the county for those affected by domestic abuse. In that time frame we have been the only organisation that has provided continuous DA support and knowing the increase in numbers of those impacted and the issues there are around rural DA, we are determined to grow this area of our mission.

Jan – Mar: We were supporting nine women through the Freedom programme (and a creche for 7 toddlers) and providing holistic support – house moves, advocacy, sign-posting re benefits, financial issues etc.

March – Sept: We continued to support the group online and via telephone calls – we focused on mental wellbeing and when we could provided doorstep and garden visits.

- Catherine became a member of the Oxfordshire DA Partnership which met fortnightly from Mar – Dec and now meet monthly.
- She is also part of the Oxfordshire Rural DA group which is campaigning to raise awareness of DA and its intricacies amongst the medical profession, police and in schools.
- OCC chose to fund our project 'Creating Space' which offer whole family support via education-based programmes and creative therapeutic interventions including two floristry workshops.



Oct – Dec: A new cohort of 6 women are attending the Freedom Programme. Catherine is assisted by Yvonne Champion and a volunteer who is a Mum of two children who have benefitted from the Nurture Room.

Future:

- To develop the Recovery programme (next step from the Freedom programme) and continue to provide a holistic service which encompasses mental wellbeing.
- To employ another DA worker to run the programmes alongside Catherine.
- To continue raising awareness of DA and trauma-informed practice amongst local organisations and the church family.

Under 5s Network

Over the past year we have met more regularly as it was recognised by the 35 members of the U5N as an invaluable source of information sharing and support. Over the first Lockdown and the summer it was particularly useful for a core group to meet and look at where the most need was and the gaps in support were.

- The network continues to be used as an example of collaborative working by regional leaders and proved a fundamental tool in enabling the partnerships so crucial to the Covid response.

Future:

- Continue you to meet regularly (every two months) and use this as a platform to share, support and learn.
- We will develop the guest speakers that we invite each meeting and ensure that it is an active forum.

Catherine Spring

Families Outreach

Life Skills: We started our third life skills course January 2020 but had to move it online when the pandemic hit. We continued the course online and the community that had already been built up enabled us to provide lots of support to life skills member and their families. Delivering Mary's Meals gave us an opportunity to visit most life skills members on a weekly basis to check in on how they were and whether they needed any other support.



In September our weekly life skills coffee drop in started back up at The Parish Rooms (previously we had held this at The Glyme Hall) and was a great way of providing support for life skills members past and present. For coffee and chat but also with support with I.T, accessing the internet, printing and filling in forms.

In November we started our fourth life skills course which was our first one online. This actually enabled some people to join who would not have been able to join face to face

which was very positive and great to be able to support people in such a practical way in these challenging circumstances.

We have run a number of social events over Zoom for life skills members and their families which has really helped to build community.

A highlight has been facilitating an in person flower arranging workshop, run by a life skills member for other members, which was really well attended and provided much needed respite from what has been a very anxious time.

Christmas Hampers: With the pandemic it was clear that Christmas 202 was going to be particularly difficult for many families. We delivered nearly 200 Christmas Hampers to families in our community who, for whatever reason, were going to find this a very challenging time.



Kintsugi Hope: Throughout 2020 the need to support people with their mental and emotional wellbeing became increasingly evident. We partnered with the charity Kintsugi Hope in November 2020 to enable us to run wellbeing groups as a way to offer this support. 14 staff team members and volunteers from St Mary's Church trained as group leaders with a vision of running both adult and youth Kintsugi Hope groups in the future. Our first adult wellbeing group launched in November with 7 members and the response has been very positive.

Community Support and mentoring: I have been regularly meeting with a number of women to provide 1:1 support and mentoring; giving them a safe space to process some of the challenges they face and support them as they navigate future challenges and opportunities.

Looking ahead:

Plans to turn the CAP Life Skills drop in to a more generalised drop in called 'Connect'. Working with Catherine and inviting people from our various groups. We plan to have crafts activities and invite professionals from different agencies to run 'surgeries' and offer support.

As people navigate the anxieties of coming out of lockdown and processing the last year, I am anticipating the need for multiple Kintsugi Hope wellbeing groups.

I would like to have 1 or 2 more Life Skills coaches trained in the next year so we can increase our capacity for more life skills courses and coaching sessions.

Hannah Charles

St James' Over Norton

As a building, St James' Chapel has had a varied history. Originally a late 18th / early 19th Century barn, it operated as the village school for many years until 1903, when the school closed and it became the Mission Room. For 40 years it was then used for prayers meetings and as a village library before being licensed for Holy Communion and Divine Services in 1943 by the Bishop of Dorchester, when it was also renamed as St James'.

As a much-loved place of worship, the chapel has witnessed significant moments in the lives of several generations of villagers, and - until interrupted by Covid-19 - has offered regular services to a faithful congregation for over seven decades. A little-known detail, though, is that throughout this time the building itself has never actually belonged to the Church but has been made available for worship courtesy of a generous ongoing rental arrangement with its owners.

In recent years, however, the fabric of the building itself has slowly deteriorated to the extent that it now needs significant sums to be spent preserve its structural integrity. Unfortunately, the cost of such works will be of a scale beyond anything that the Church can meet and so, with great sadness, a decision was reached in the middle of 2020 to make preparations to surrender the chapel once again to its landlords so that they can make the necessary investments in the property to enable it to be preserved for generations to come.

Plans were made, within the restrictions imposed by Covid, to hold a final service after Easter 2021 to mark and celebrate the important place that St James' has held in people's hearts and lives in the village.

In writing this brief update, I would like acknowledge the loving and faithful service rendered to St James' by so many of its regular worshipers over the years, but also to express particular thanks to Richard and Peggy Adams, Mary Brearley, and Brenda Bean.

James Kennedy

Minutes of APCM 2020

St Mary s, Chipping Norton with St James , Over Norton Annual Parochial Church Meeting and Meeting of Parishioners

Sunday, November 22nd 2020 at 12.30 p.m. by ZOOM.

1. The Revd Dr James Kennedy opened the meeting with a welcome to all **48 members** attending on ZOOM. This was at least the third time we had planned to have this meeting but had been unable to do so because of the Coronavirus situation. The Annual Report for 2019 had been available since March. This was to be a celebratory occasion as we look back to consider God's goodness to us and the amazing ways He has continued to lead us. Glasses were raised at home! The meeting was planned to be shorter than usual because of the difficulties of the present situation.

James read from Ecclesiastes chapter three – "There is a time for everything" – particularly a time to build. We were aware more than ever at this difficult time of the need for one another, the need for community.

James then opened the meeting with prayer, especially that we might be a people of hope.

He then explained that the secretary would be retiring from this role after this meeting and he thanked Peter for his help and support over the years.

2. Four **Apologies for Absence** were received.
3. No items of **A.O.B.** had been requested.
4. **The minutes of the 2019** meeting were read and approved as a correct record. These would be signed when physically possible. There were no **Matters Arising**.

5. Meeting of Parishioners

(a) Proposal of resolution to suspend the maximum 6 year term of office for churchwardens (s.3 of Churchwarden's Measure 2001)

Proposed by Nicola Riley, seconded by Matthew Carpenter and carried unanimously.

(b) Election of Churchwardens.

Two nominations had been received.

Graham Povey had been proposed by Jonny Lowe and seconded by Philip Sharman.

Tim Woolcock had been proposed by Graham Povey and seconded by Fiona Rossington.

There being no other nominations, both were elected unanimously.

6. The Annual Report for 2019

The Annual Report 2019 together with **Annual Accounts for the period 1st January 2019 to 31st December 2019**, had been available to view and download on-line.

JK used a screen share to project many images of the happenings at St Mary's and throughout the town during the period covered by the report.

It had been intended to discuss and develop our mission statement during a planned Day Away in September, but this had not happened because of the current limitations. We would have suggested the following that the leadership Team had been working on:

LIVING IN GOD'S LOVE

LIVING OUT GOD'S LOVE

It was incredible how God's timing with our purchase of the Bank prepared us for the Coronavirus situation as it developed, allowing us to put it into good use even in a semi-derelict state! God had gone ahead and prepared for us to step out in faith

As we watched the slides, James referred to some of the highlights from the previous year.

LIVING IN GOD'S LOVE

- ~ The different sermon series
- ~ The healing service
- ~ "Encounter"
- ~ Weekly prayer for the Old Bank / the Branch
- ~ Monthly 1st Priority prayer
- ~ Corporate prayer with others
- ~ Men's and women's ministries
- ~ New Wine
- ~ Alpha
- ~ The Parish Rooms screens completion

LIVING OUT GOD'S LOVE

- ~ Come for tea
- ~ Remix
- ~ Youth Groups
- ~ Community Engagement - Networking
- ~ Under 5s and Families
- ~ Work with statutory services

- ~ Homes for people and furnishing
- ~ St Mary's Nurture Room
- ~ CAP Life Skills – faith
- ~ Pandemonium
- ~ Feast and Fun
- ~ Hospitality Underlined
- ~ Coffee
- ~ Pizza Sunday

The pictorial representation of our happenings ended as James turned the focus to what was happening now and how things were shaping up looking forward.

LIVING IN GOD'S LOVE ... the core to our existence.

James used the illustration of a bird in flight – the two wings were outstretched and both equally necessary for flight. One represented our gathering together as a whole church in worship and prayer, the other our scattered togetherness, for example in small groups. Whether physically or on-line, both were necessary to enable us to fly, to both be a healthy church and to enable us to grow personally. We would continue to invest in both. James referred to the massive response to the ask on Gift Day. He asked for prayer for the upcoming small group leadership course that Ursula was planning.

LIVING OUT GOD'S LOVE ... faith without works is dead. (James)

James spoke of us serving one another and serving our community. Talk by itself is not enough. Just works are not enough. We would be trying to equip our church to be able to share faith and to serve in faith. The Branch would be a central base both to draw in and to reach out in love. We would be able to co-ordinate our activities and continue to train up volunteers – building upon what God is already doing – equipped for sharing words and adding to practical serving. This would come both naturally as we serve and for example, with special events e.g. mission week and other outreach.

James asked for prayer for himself as we commit to *LIVING IN GOD'S LOVE* and finding the best way to *LIVE OUT GOD'S LOVE* on Sundays, during the week, in the workplace and wherever we find ourselves – each of us in active ministry committed to this mission.

As he came towards an end, James spoke about the opportunities that were ever present. Covid had created the opportunity to serve in many new ways. It would always be essential for us to try new ways and to be prepared to fail sometimes as we moved forward. How many people do we miss if we continue to do things as usual? How can we be innovative, for example in worship, as we seek to draw others into fellowship. There are so many we serve but with whom we don't connect. May these challenges excite us! This was a flavour of exciting things to come. He urged everyone to become even more involved and to volunteer to play their part – it was there waiting to be filled.

James expressed his sincere thanks to everyone for their involvement in everything that was happening, to all who had stepped forward to serve. Without mentioning so many names, all were included.

He particularly wanted to thank all the members of the staff team together with their husbands, wives and family members. He mentioned each one by name. He thanked the new members of the team – Hannah, Bekah and Joel, who had so quickly risen to the challenge. TEAM – you are all so Brilliant! Thank you.

Finally James reserved a very special thank you for his wife Emma and the whole of his family who continued to be such an incredible support to himself.

The Report on the Electoral Roll

This was included in the Annual Report under Church Attendance and taken as read.

The Churchwardens' Report

This was contained in the Annual Report.

The Churchwardens' Fabric Report

Graham Povey wished to express special thanks to Stuart Cutting for his help and support – especially to the Fabric Committee and with Health and Safety issues.

Deanery Synod

The Deanery Synod report was contained in the Annual Report document and taken as read.

The Church Finance Report

The Church Finance Report had been available to see and download on-line. There were no questions. The Vicar expressed his thanks to the Treasurer, Jules Clarke and to Emily O'Shea, Church Administrator.

7. The Adoption of the Independently Examined Accounts

It was proposed that the meeting adopted the accounts. This was done unanimously.

8. The Appointment of Independent Examiner

Frank Harper was proposed as Independent Examiner. This was carried unanimously.

9. Elections

Deanery Synod Members

There were three vacancies and three nominations had been received. Jos Grant had been proposed by Graham Povey and seconded by Linda Carpenter.

Jo Graves had been nominated by Mark Carpenter and seconded by Matthew Carpenter.

Linda Carpenter had been nominated by Judith Marshall and seconded by Emma Woolcock.

All were duly elected.

PCC Members

There were six vacancies and five nominations had been received:

Bill Rees had been proposed by Lionel Rossington and seconded by Jennifer Williams.

Ben Waddilove had been proposed by Chris O'Shea and seconded by Rachel Chai.

Mark Carpenter had been proposed by Jennifer Williams and seconded by Coenraad Van Wyk.

Jules Clarke had been proposed by Rachel Chai and seconded by Ben Waddilove.

Peter Williams had been nominated by Jonny Lowe and seconded by Emma Woolcock.

All were duly elected.

Meg Carter had expressed a desire to join the PCC when her membership on the Electoral Roll is confirmed.

Thanks were expressed to Robert Freeman, Mark Knight and to Kathryn Groves, three valued outgoing members of the PCC whose contributions to the life at St Mary's had been so appreciated and valued. JK said how much he had appreciated their input, commitment and wisdom. He also thanked his PCC for their valued support. They were a diverse group with different gifts and contributions to make.

Sidespersons

The election of sidespersons was delegated to the churchwardens.

10. Appointments

Churches Together in Chipping Norton Representatives.

Jen Williams (treasurer of CTCN) agreed to serve again together with Graham Povey and Matthew Carpenter and Sylvia Greathead. The vicar was also a member.

11. Any Other Business

There were no items of Any Other Business.

Roger Simpson expressed thanks to James and Emma on behalf of everyone present. He told of the privilege it was to be in membership at St Mary's and to be part of an exciting worshipping community.

Judith Marshall closed the meeting in prayer. The meeting ended at 1.15 p.m.

Churchwardens 'Report

“And whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God the Father through him” Colossians 3:17

The Church Building through the Pandemic

Not long after writing last year's report, the country went into lockdown and places of worship were required to close. We were unable to hold services in the church until the middle of July. The church transformed itself almost overnight to serve in a different way which will be detailed in other reports.

During this time, the church building stood locked, empty of its family.

When restrictions were eased, the church was again open for services on Thursdays and Sundays and to the public on Wednesdays and Sundays. Since then, most of the pews were roped off so that cleaning could be concentrated on the areas that had access.

The second lockdown meant that worship was moved online again though the church building continued to be open on Sundays and Wednesdays.

Support of the Churchwardens

The Churchwardens are extremely grateful for all the help received. Now that restrictions are lifting, we would encourage the church family to consider volunteering to join one of the following teams:

- Communion setting up / servers / cleaning
- Music / worship
- Song Pro / Sound / Cameras and Live Streaming
- Welcome / Coffee / Refreshments
- Readers / Intercessors / Prayer ministry
- Flowers / Bells
- Children's ministry – Sparklers (creche), Ignite, One-Way and Ablaze

It is a wonderful way to show our support to the ministry team but, more importantly, service to the Father God we worship.

Church cleaning and maintenance

Regular contract cleaning has kept the church clean between the days it has been open.

Matthew Carpenter keeps the communion items in order, and we have people who take small linen home to wash and iron. We remain indebted to Matthew for looking after the 8am services and for changing the altar colours etc.

Maintenance will be covered in the fabric report, but one project is worthy of mention: One of the first groups to enter the building in July was a small team of socially distanced volunteers on a mission to replace the flagpole. We are very grateful to

Philip Sharman for organising everything from the procurement of the flagpole, personally undertaking the refurbishment of the weathercock to raising the first flag whilst ensuring everyone's safety (including issuing facemasks). Thankfully, the new flagpole is hollow aluminium instead of solid wood and so it was possible for it to be manually hauled up the outside of the tower by a small group with plenty of fresh air around and between them.

Live Streaming

Following on from Project Resound that upgraded the sound system and Project Envision that added cameras and side screens, we found ourselves needing to share any services that were held in the church. Coincidentally, an extension to Envision project was to install a Wi-Fi bridge between the church office in the Parish Rooms and the belfry of the church though when the pandemic struck this was not operational.

Our first attempt at the end of July was to record video and audio separately and then merge them offline before uploading to YouTube. This was adequate but not a sustainable process.

Experiments were made using a digital connection to the sound desk (from Project Resound) and some recently available cheap hardware adaptors taking the HDMI feed from the video switching box of Project Envision. The USB signals of each were fed into a laptop running OBS, a free piece of software for recording and streaming video.

There was much trial and error of software and hardware including issues found with some laptops and having to run new ethernet cables from the belfry to the sound desk.

A live stream of a wedding was made in August and by October we were regularly streaming the Sunday morning services.

Further enhancements have been made so that by December we had a dedicated streaming PC which takes a mixed audio input from digital sound desk, a separate microphone to pick up the organ and up to 4 video inputs. We can choose to send the resultant video mix to the front screens in the church as well as streaming it on YouTube where it can also be viewed afterwards. We also extract the audio from the service recording and publish it as a podcast.

None of this would have been possible without the other two projects which were both funded by previous Gift Days.

Churchwardens:

Graham Povey and Tim Woolcock, May 2021

Churchwardens' Fabric Report

This report has been prepared in accordance with the requirements of the Care of Churches and Ecclesiastical Jurisdiction Measure 1991. It has been circulated to members of the Parochial Church Council and any amendments required by them have been incorporated.

All maintenance and repairs for the church, churchyard, parish rooms and 137 Cornish Road are logged centrally and monitored by the Fabric Committee (a sub-committee of the PCC) which includes the two Churchwardens. The committee submits reports and makes recommendations to the PCC. The PCC annually approves a small budget for foreseeable routine inspections etc. The provision of funding for other works of maintenance and unforeseen needs is at the discretion of the PCC. This may be supplemented by grants from the Friends of St Marys (FOSM). Financial support for the maintenance of 137 Cornish Road is often provided by Chipping Norton Area Christian Trust (CNACT).

Meetings

The Fabric Committee met seven times via Zoom in the period 2020/21.

Routine Maintenance/Cleaning of the Church, Churchyard and Parish Rooms

- Gordon Horner carries out an annual clearance of roof gutters and hopper-heads on the church and parish rooms.
- Drain Doctor Oxford undertake a twice-yearly clean of gullies, channels and underground drains.
- J & J Cleaning clean both the church and parish rooms weekly, focussing on toilets and carpet areas. In addition, R & B Maintenance are normally asked to complete an annual deep-clean of carpets on the platform in church and in the parish rooms. Although cleaning has continued throughout the 2020/2021 period, the carpets have not been cleaned because of limited use during lock-down. The PCC has recently entered into a contract with Dave and Dave to have all the windows in the Parish Rooms cleaned twice a year.
- In a 'normal year', a high-level cleaning morning, led by the Men's Breakfast group, is undertaken early in the year. This is followed by lower-level cleaning. CN Brownies volunteer to do a clean before the Remembrance service. Cleaning by volunteers has not taken place in 2020/2021.
- Graham Povey continues to manage the church boiler and reports to the Fabric Committee. The boiler service contract is with Commercial Boiler Services Ltd. That of the Parish Rooms and 137 Cornish Road is with Boiler Care.
- The last PAT (portable appliance testing) was completed in the church and the parish rooms in July 2019 by Matt Cubley.
- Executive Fire Protection Ltd carried out the annual inspection of fire extinguishers in the church, parish rooms and St James' Over Norton. A church plan showing

the designated location of appliances is displayed in the church and the church office.

- Electrical testing is carried out every five years. It was last undertaken by Mark Walters in May 2018.
- Lightning protection testing is done periodically. Southern Lightning Engineers came to test and inspect in December 2018. A date for a test is awaited from the company.
- Whites of Appleton carried out their annual inspection and maintenance of the bells in December 2019, so in 'normal' circumstances they would have been checked in December 2020. There was no ringing at all from March 15th 2020 until August 15th 2020. Four bells (because of social distancing) were rung for one wedding in August and for two services (in August and October). Before this ringing took place the bells were checked by local ringers and a health & safety risk assessment took place which was reported to the PCC. A single bell has been chimed on some occasions before a service and more recently the tenor was tolled for the National Day of Reflection and in memory of the Duke of Edinburgh. Before the tolling the bells were again checked. Practice ringing on six bells (in accordance with the rule of six) commenced in May.
- The maintenance of the churchyard, including its paths, trees, memorials and one gully and drain (by the porch), is the responsibility of the Town Council. They contract Topiarus to do regular mowing of the grass but usually call in Tretech Arboricultural Services for major tree works. Chipping Norton Green Gym normally undertake several days of valuable clearance work each year but have not done so during lock-down. However, the Town Council's Cemeteries Committee organised a useful clear-up morning in November. We take responsibility for burning the bulky green waste. We also have a licence from WODC for a domestic green waste bin suitable for flower waste.

Fabric projects in 2020/21 - Church

- **AV System:** The pandemic stalled work on the distribution of WiFi and network connectivity within the church outside of the tower except as far as the sound desk as detailed elsewhere. The Cat6 ethernet cable to the WiFi bridge in the belfry did not perform as expected and so a Cat5e cable has been installed alongside it that now allows its power to be fed from the base of the tower. There is now a working WiFi access point in the tower for use by the tech team as well as a hard-wired connection for the streaming PC with more capacity for future installations. Some of the recently installed ethernet cables under the church floor have already failed but it is hoped that the lifting of restrictions will enable investigation and possible replacement. These cables were only ever part of an interim condition before any

work is done to the floor as part of the proposed improvements. The tech team and musicians can work around these faults, but we have lost the capability for the musicians to remotely mix the feed to their foldback speakers as well as the TV screen output near the North door. The Resound and Envision installer returned to fix some issues including an issue with the radio microphones. Subject to their availability, we hope to add a permanent installation for an 'ambient' microphone to suit recording/live streaming as well as purchase a third camera to take advantage of the existing 3 input points. Funding for the additional equipment has been provided both by the PCC and a substantial grant from the deanery.

- **Flagpole:** With funding generously provided by the Friends of St Mary's, a new, bare, 7-metre aluminium flagpole was purchased in June, and the top arrangement and weathercock repaired, repainted and reassembled (including a new finial turned from acrylic rather than wood). On 11th July, a working party lowered and dismantled the old flagpole, hoisted the new flagpole up the outside of the church tower, replaced the mounting arrangement and parts of the pole collar and stays, hoisted and secured the new flagpole, and raised the new flag – all in a seven-hour period while remaining COVID-safe throughout.
- **CCTV:** When the church porch became a drop off point for donations at the beginning of the pandemic, concerns were raised about security. These were compounded by an isolated arson attack, and so a temporary CCTV system was installed with a pair of cameras in the porch with a remote recording box locked in the tower. This was later extended to include a third camera in the church and also connected to the network system to enable remote access.
- **Donations:** A card-payment machine has remained in the church porch, although it has frequently been out of operation in damp conditions. It is likely that, once the church is fully open, many cash donations will again be placed in the unlocked box intended for 'Hello' cards. The need for a secure wall box remains under review.
- **Heating System:** The heating system has been maintained in working order throughout 2020/2021 but only operates on 'low'.

Fabric projects in 2020/21 – Churchyard

- **Irish Yews:** Following the failure of a request to the Town Council to manage the overgrown Irish Yew trees, a volunteer 'topped' the three closest to the church, greatly improving views of the building.
- **Bench:** A new bench, in traditional style but made from re-cycled plastic, was installed in front of the Parish Rooms in memory of Dawn Wood, a long-time servant of St Mary's Church.
- **Tarmac:** Notwithstanding that the surfacing of the paths remains the responsibility of the Town Council, it was found essential on safety grounds to re-tarmac a small

area round the entrance to the Parish Rooms.

Fabric projects in 2020/21 – Parish Rooms

- **Roof:** The replacement of several defective ridge tiles appears to have been successful in preventing water ingress and damage to the ceilings. The situation continues to be monitored but more extensive work may prove to be necessary in due course.

Fabric projects in 2020/21 – 137 Cornish Road

- **Change of Occupancy:** The house was vacated by Jonny and Katie Lowe in August, following which it was cleaned in preparation for the arrival of Joel and Sasha Reed.
- **Decoration:** Difficulties of engaging a decorator during lock-down were resolved by Joel generously volunteering to re-decorate the house himself. St Mary's only had to bear the cost of the paint.
- **Defects:** Defects noted at changeover were rectified by builder, John Harding, and Tim Woolcock. A grant of £1000 from the Chipping Norton Area Christian Trust (CNACT) was gratefully received.

Security

Pilfering and arson in the church porch during lock-down were addressed by the temporary installation of CCTV cameras (see above). The wire gates have remained open at all times. The provision of an additional camera within the church, combined with the removal of all fire extinguishers into the tower vestry and restricted church opening times, has meant that there have been no instances of vandalism within the building. With the prospect of the building being once again open daily in daylight hours for the benefit of visitors and church members, it is urgently necessary to review the permanence and location of CCTV cameras and the storage of fire extinguishers.

Health and Safety

All policies and risk assessments for St Mary's Chipping Norton and St James Over Norton were reviewed and discussed by the PCC at its meeting on 18 September 2019.

A slide is included in the Sunday rolling PowerPoint showing the 3 main fire exit routes. The first aid box is situated in church in the tower lobby. There is a similar box in the Parish Centre kitchen. A list of qualified first aiders willing to be called upon is needed.

Dawkins Mausoleum

The mausoleum on the north side of the church, erected by the Dawkins family under a private faculty of 1800, remains the property and responsibility of that family. As an act of goodwill, the building has been freed of ivy and tree saplings by church volunteers, and cement tell-tales have been installed across cracks in the stonework. The Fabric Committee continues to monitor the state of the structure. The serious condition of the building was highlighted in the 2018 Quinquennial Inspection Report, and it is intended to make a fresh approach to the Dawkins/Kettlewell family, in due course, to try to negotiate repairs.

Churchwardens: Graham Povey and Tim Woolcock, May 2021

Church Safeguarding Report

At St Mary's Chipping Norton we recognise that the few who are determined to harm children or adults, deliberately seek out groups or organisations where they can meet children or other vulnerable people. Creating and maintaining a safeguarding culture which includes safer recruitment practices, policies and procedures, guidelines and risk assessments alongside clear escalation of concerns pathways and an open and honest culture with good training processes will discourage people from becoming involved for the wrong reasons and will make it difficult for them to harm or abuse children or adults if they do. The Church is particularly vulnerable to these people and there have been high profile cases both locally (1) and nationally with recent publications of independent reports (2) that have been investigated abuse cases and recommendations have been put forward to further re-enforce effective safeguarding practices across the church especially in relation to vulnerable adults. The last nine months with the current COVID 19 pandemic have also seen changes in the way that support of the church and wider community have been delivered and have required fast paced solutions to changes in the current environment.

Designated Parish Safeguarding Officer (DPSO)

Bethany Boddy is the named DPSO for the parish. The DPSO's responsibilities are set out in the Diocese of Oxford Parish Safeguarding Roles.

Rebekah Wiseman has been recruited into the role of the Children's and Families Pastor, within this role she is also the safeguarding lead for staff.

Rebekah and Bethany are working together on the Promoting a Safer Church action plan which was published in 2020 as gold standard best practice for churches. The following "In Progress" action points are in relation to the plan.

Required

Safeguarding Policy - The PCC must approve a parish safeguarding policy which complies with Church of England requirements. – Policy has been circulated with report and can be accessed at this link <https://www.oxford.anglican.org/wp-content/uploads/2013/02/Model-Parish-Safeguarding> please complete and circulate, adding to the website to replace the current one

Current practices for Safer Recruitment, Support and Training:

- All workers are given a copy of the good practice guide
- All workers are given a copy of the pocket safeguarding guide which has the details of the PSO and diocese safeguarding officers
- On the website there is clear guidance of how to raise concerns and who to speak with

- All workers are required to complete a confidential declaration form
- Workers within specific roles with children, young people and vulnerable adults require a DBS certificate, the PCC currently uses the APCS company to process DBS applications, with any DBS concerns the diocese is notified and requests to see certain certificates. The roles involving children, young people and vulnerable adults require a clear DBS certificate
- Workers are required to attend safeguarding training appropriate to their roles, training is offered online currently due to restrictions and is currently delivered through the diocese
- All workers are requested to give a name of a referee
- All workers have responsibility to inform the PSO or incumbent or diocese safeguarding team if they during the three years prior to renewing the DBS certificate have any cautions or criminal convictions
- Records are kept according to the data protection act
- Emily O'Shea and Rebekah Wiseman are the current administrators and verifiers for DBS and recruitment

In Progress

- Bethany Boddy is the current recruiter – work is ongoing on the process of recruitment in relation to the current COVID pandemic and sharing of information in relation to new volunteer recruitment completion with Bethany within that role
- The church is required to have a recruitment of ex-offenders policy, the Diocese has distributed a sample policy which has also been circulated and can be found here Policy document <https://www.oxford.anglican.org/wp-content/uploads/2018/07/4.-Sample-Policy-Statement-on-the-Recruitment-of-Ex-Offenders.docx> please review and feedback if the PCC wish to adopt the policy

Current practices for display:

- Contact details for the Diocesan Safeguarding Team – including phone, email and website details are given to all workers at recruitment
- Information about where to get help with child and adult safeguarding issues, domestic abuse and key helplines e.g. ChildLine is on the church website and is also as a auto response on emails

In Progress

- The church is required to clearly display the 'Promoting a Safer Church' information where it is visible for all church officer and members Posters can be found here <https://www.churchofengland.org/sites/default/files/2017-12/PromotingASaferChurchPosterA3.pdf>

- Contact details of the PSO, Churchwarden and any other local leaders should be displayed on the church notice board, alongside contact details for the Diocesan Safeguarding Team – including phone, email and website details – these are also on the poster once in place
- Information about where to get help with child and adult safeguarding issues, domestic abuse and key helplines e.g. ChildLine should be displayed in the church on a poster – these are on the ‘Promoting Safer Church’ Poster

Current practices for respond:

- Create an environment, which is welcoming and respectful and enables safeguarding concerns to be raised and responded to openly, promptly and consistently;
- Report all safeguarding concerns or allegations against church officers to the Diocesan Safeguarding Adviser;
- To ensure that known offenders or others who may pose a risk to children and/or vulnerable adults are effectively managed and monitored in consultation with the Diocesan Safeguarding Adviser;
- Comply with all data protection legislation especially in regard to storing information about the ‘church workforce’. Including volunteers and any safeguarding records;
- Ensure that an “activity risk assessment” is completed and reviewed regularly for each activity, which is associated with either children or vulnerable adults, and run in the name of the Church.

In Progress

- The PCC should have a procedure in place to deal promptly with safeguarding allegations or suspicions of abuse in accordance with the relevant policy and practice guidance and in consultation with the Diocesan Safeguarding Adviser; Attached is the Diocesan policy to review and adopt as the PCC feels appropriate. Also can be found here Practice Guidance: Responding to, assessing and managing a safeguarding concerns or allegation against a church officer <https://www.churchofengland.org/sites/default/files/2017-11/responding-to-assessing-and-managing-concerns-or-allegations-against-church-officers.pdf>
- Ensure that an “activity risk assessment” is completed and reviewed regularly for each activity, which is associated with either children or vulnerable adults, and run in the name of the Church. The Diocese have several sample policies which the PCC are able to adopt, Bethany and Rebekah plan to go through the policies, guidance and information and distribute for adoption if deemed appropriate

Other

- Please can all PCC members ensure that they have completed the Basic awareness safeguarding training

Declaration

In completing the above including the action points raised the PCC has complied with the duty to have due regard to the House of Bishop's guidance on safeguarding children and vulnerable adults.

Bethany Boddy Parish Safeguarding Officer St Mary's Chipping Norton

References

- (1) <https://www.oxford.anglican.org/safeguarding/learning-reviews/events-in-stowe-maids-moreton/>
- (2) <https://www.churchofengland.org/more/media-centre/news/iicsa-interim-report>

Chipping Norton Deanery Synod

What an extraordinary year 2020 turned out to be.

I wrote in my Report last year which covered 2019 as well as looking back at the triennium, about the Deanery Synod Meeting on 6th February, 2020 and all the plans for the year. There were warning signs of what was approaching but when I wrote none of us realised the magnitude of the coming pandemic, nor how long it would be with us. As we all know 2020 was a year like no other since, probably, the middle ages.

On 16th June, the Chipping Norton Deanery Synod met for the first time ever on Zoom. It was very disappointing that Sally's last Meeting could not be in person to give her the kind of thank you we planned, and which she so much deserved. We talked about the Deanery Financial Situation, which was growing more difficult, with churches locked, collections drastically reduced, fund raising events forbidden, weddings banned, and funerals restricted to the smallest number of people. Parishes were already deeply concerned about making Parish Share payments and it was feared many would not be able to give the full amount asked. The £2,500 Mission Development Fund Money had been received but not all could be allocated at the meeting because of legal restrictions on all movements. Inspections were all postponed, and the cut-off date for Annual Parochial Church Meetings was extended from 31st May to 30th October but at that meeting in June it was still hoped Visitations could take place between early November and the end of January 2021. However, it wasn't all doom and gloom. The Parishes were making super-human efforts; and while we could not visit family and friends or the sick and dying congregations came together by telephone and internet and, always observing 2 metres distance, on front door steps, neighbours helped neighbours and strangers helped strangers; those with Internet access discovered more ways of using it, such as shopping online for those without the facility; meeting by Zoom, and as word spread people who have not been inside a church building for years, if ever, tuned in to online services, and discovered the beauty of the 1662 Prayer Book Services. Libraries were closed but willing spirits found other ways to provide books; we supported Food Boxes, organised "telephone trees", and generally did our best to "keep in touch" and help people know they were not alone. Thanks to Sally Welch we were also able to do some excellent "virtual" Pilgrim Path Walks enjoying them separately in body but joined in heart. The June Synod ended with the hope that we would meet in person in November.

On 8th July with a service by zoom the Rt Rev'd Colin Fletcher, Bishop of Dorchester licensed David Salter as Chipping Norton Area Dean for the next 12 months.

21st September was a very memorable evening when the joint Zoom meeting with Deddington, Woodstock and Witney Deaneries took place and Adrian Harris gave a sparkling talk about his work as Head of Digital at Church House, and the free website, A Church Near You, available for each parish. It is hoped that we can have more combined meetings in future, and that it will be possible for some at least to be "in person".

In September Bishop Colin visited my village, Fifield, to bless the needlework "stained glass window" measuring some one metre across by two metres in height, in a hand carved wood frame hand (made in Fifield) that looks like a stained-glass window. The needlework depicts the life of Fifield's Patron Saint, St John the Baptist. When visits are permitted, I hope you

will all want to come and see it, and please, if you have something to celebrate tell us all and we can come and share your joy.

During October final farewell services were held for Bishop Colin. As Lay Chair I was invited to Dorchester Abbey to represent the Chipping Norton Deanery Laity on Sunday 4th October. It was an actual service, and beautiful but with a greatly reduced attendance and so not the one in normal times we would have wished to give our retiring Area Bishop who served us faithfully for 20 years. (Bishop Colin words were quoted in the Church Times the following week, he had reminded us that there is no one whom God does not love.) Normally there would have been many presentations at the service, but most were not possible and so at a Deanery Chapter earlier David Salter had presented Bishop Colin with the Chipping Norton Deanery's parting gift of a wooden walking stick with a carved sheep's head handle. The most poignant moment in the service was when Bishop Colin laid his crosier and cross on the altar and left the Abbey. As he is now living in Bladon, we hope very much to see something of him when circumstances permit.

Hopes that we would be able to meet in person for the November Synod were dashed, and on 18th we met by Zoom. I was re-elected as Lay Chair, Jo Paton was elected as Deanery Clerk, Samantha Shaw as Secretary and Brian Ford as Deanery Treasurer. We talked about how everyone was faring, and asked parishes to let us know about projects and initiatives that we could share and help with. We heard that the owner of St James, Over Norton, a privately owned licenced church, had asked to take back possession and there would be a final farewell service to mark the closing of the church - the small congregation are all able to join other church meetings in the week. Grants from the Mission Development Fund were agreed to Leaffield, Chadlington, Charlbury, and Chipping Norton from the Mission Development Fund – £2,020 was distributed between them leaving a small balance in hand. Diocesan Church House confirmed the figure for the Parish Share for 2021 would be the same as 2020..

One of the year's excellent initiatives that has really proved its worth is the Cornerstone project in Charlbury, ably managed by Jo, our Deanery Clerk. This is a great boon, supporting people with company and free fresh food. Support for this came from the Glasgow Foundation – Sally Welch will be happy to talk to anyone thinking of setting up something similar.

The November meeting also discussed Good Ideas for Christmas – some of which took place but sadly many could not when a third Lockdown was imposed. My own Adult Nativity Play set in the present will, I hope, now take place this year.

On 3rd March, 2021 the Synod met by zoom with Area Dean David Salter and Lay Chair Catherine Hitchens sharing leadership. The Synod agreed the Draft Accounts, circulated before the meeting, and signed by the Co-chairs and the Deanery Treasurer. The Deanery and almost all parishes had given the full amount asked, with just two being unable to meet their commitment. Many had dug into their reserves to do this and it was a splendid effort. Most parishes had confirmed they would continue to pay by Direct Debit and only Leaffield and the Five Villages had immediate payment difficulties. However, with many churches still closed, the continuing absence of weekly collections and fund raising events, such as summer fetes, cream teas and flower shows the difficulties will increase and we have told Diocesan Church House this. We are truly grateful for all the splendid work that has been going on, and very appreciative of the difficulties caused by the pandemic – please keep in touch with your incumbents and treasurers and the Deanery so that we can see where help is

needed. We also discussed the Pilgrim Path Walks, a Deanery Evensong, sharing a meal together, being a good Deanery Synod member, the role and purpose of Deanery Synods. All these topics will be considered in detail at forthcoming meetings and to make a start on better communications I, as Lay Chair, will write a regular newsletter to the parishes.

The March Synod also heard that Bishop-Designate of Dorchester Gavin Collins whose January Consecration Service had to be postponed because of the pandemic, had been installed as Episcopal Vicar of Dorchester, and would be Consecrated Area Bishop when such a service becomes possible. The Bishop-Designate in the meanwhile had been setting up meetings with Lay Chairs and would be meeting (virtually) with Chipping Norton on 23rd March.

Since the Synod and the continuing lockdown, the deadline for Annual Meetings of the Parishioners and Annual Parochial Church Council Meetings has been specially extended again, this year from 31st May to the end of July.

We will remember 2020, as a year like no other, but amongst all the problems and the sadness there have been inspiring moments, we have seen re-affirmation of the goodness and kindness of many and the triumph of the human spirit over adversity and now we approach Holy Week, Good Friday and Easter Sunday with hopes for life returning to normal.

I finish with a prayer of a former Bishop of Oxford,

“Gracious God, you call us to a living faith in the future as well as in the present; open our eyes to the opportunities before us in our parishes and deaneries, and in the daily discipleship of our own lives. May we sustain and nourish our inner lives, so that we can serve others effectively, and offer to all people the transforming love of Jesus Christ our risen Lord. Amen”.

Catherine Hitchens

Lay Chair Chipping Norton Deanery Synod

20 03 2021

PCC Membership

Members of the PCC are those ex-officio (Clergy and Churchwardens), those elected by the Annual Parochial Church Meeting (APCM) and those co-opted by the PCC.

During the year the following served as members of the PCC:

Vicar	Rev Dr James Kennedy	
Associate Minister	Rev Ursula Simpson	
	Rev Canon Roger Simpson	
Curate	Rev Toby Artis	
	Rev Judith Marshall	
Churchwardens	Graham Povey Tim Woolcock	
Deanery Synod Members	Jos Grant Jo Graves Linda Carpenter	until May 2023
Elected Members	Jamie Bell Peter Williams	<i>until April 2021</i>
	Nicola Riley David Bishop Bill Rees	<i>until April 2022</i>
	Ben Waddilove Mark Carpenter Jules Clarke	<i>until April 2023</i>
Co-opted Members	Meg Carter	
Chair	Rev Dr James Kennedy	
Lay Chair	Nicola Riley	
Secretary	Mark Carpenter	
Treasurer	Jules Clarke	
Electoral Roll Officer	Emily O'Shea	
Planned Giving Officer	Vacancy	

The following served on the Team Benefice Council: Jo Graves, Graham Povey (although the Benefice Council did not meet in 2020)

The following represented St Mary's on Churches Together in Chipping Norton: Jen Williams (Treasurer), Sylvia Greathead, Graham Povey and Matthew Carpenter

PCC Committees

There are a number of subcommittees of the PCC. Much has been achieved and many aspects of the life of our church depend on their continued work. We would like to thank all those who have served on them.

- a) Standing Committee: This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to directions given by the PCC.
- b) Fabric Committee: helps the churchwardens with the maintenance and development of the church fabric including matters relating to the management of the Parish Centre, and liaising with the Town Council in the management of the churchyard.
- c) Missions Team: meets to consider the church's 'mission' in the broadest sense. The team advises the PCC and assists with the strategic planning, development and communication regarding Gift Days and ongoing links/ partnerships with other mission-related organisations and activities.
- d) Buildings Teams:
 - i) Branch Build Team - The purpose of The Branch Build Team is to maintain clear channels of communication and cooperation between the PCC and The Branch Trust in relation to the redevelopment of The Branch (former NatWest Bank Building).
 - ii) Church Build Team - The purpose of the Church Build Team is to own the project design and to direct the work for the redevelopment of St Mary's Church (including the churchyard and the Parish Rooms) in conjunction with the appointed architects (Acanthus Clews) and partner organisations

The PCC met 4 times since the last APCM (November 22nd 2020).

Church Attendance

It has not been possible to assess church attendance in the normal ways during 2020. We have consistently been encouraged by the numbers of people accessing our online services via YouTube, but these figures are notoriously difficult to interpret and so we are reluctant to place too much weight on them.

2021 Electoral Roll Revision

Following the annual revision of the Electoral Roll, the number on the Electoral Roll as from 16th May 2021 has decreased from 171 to 167. (including 3 new additions, and 7 who have either died or moved away)

Emily O'Shea

(Electoral Roll Officer)

17 May 2021

The following figures were deeply impacted by the church's forced closure during successive lockdowns:

During 2020, we held 13 funerals either at St Mary's or at the crematorium.

We held 6 church weddings at St Mary's, and 6 infant baptisms but no adult baptisms by immersion.

Other services:

- Churches Together in Chipping Norton annual service on YouTube
- 'Encounter' Services (in person and on YouTube)
- Remembrance Day Service (live-streamed with very limited congregation)
- Carol Service (on YouTube + Carol-vanning)

Finance Report

St. Mary's finance function is pleased to present the twelve-month financial results to 31 December 2020.

The overall picture saw a funds increase of £588,172, largely due to a generous one-off donation of £525,000 towards the Building to Serve project, as well as significant other funds raised for Building to Serve.

Building to Serve

During the year, St. Mary's received a gift of £525,000 for Building to Serve, and this allowed the loans taken in order to purchase 16 Market Place to be repaid in full.

In addition to this, income of £165,952 was received for Building to Serve during the year, both from grants and from a successful Gift Day.

In the later part of the year, grants of £117,413 were made to The Branch Trust (1191055), being the monies raised as part of the Building to Serve campaign but intended specifically for The Branch. A balance of £40,576 remains, being funds for Building to Serve in general. Income from congregation standing orders, set up in response to our Gift Day, continues to be added to this fund at around £2,000 per month.

General Fund

Income

Income decreased from £157,073 (year ending December 31st 2019) to £149,078 (year ending December 31st 2020).

Due to the effects of the Covid crisis, income was lower in 2020 than 2019 in the categories of collections (lower by £5,866), fees (lower by £2,677) and hall and church hire (lower by £2,673). However, this reduction was mitigated by an increase in regular giving of £10,559, being largely a combination of new standing orders from newcomers to church, the effects of the Parish Giving Scheme, and givers changing their giving methods in the absence of physical church services.

We're so grateful to those congregation members who have continued to give faithfully throughout the year, and particularly those who have had to go to extra lengths to ensure that their gifts were received.

Expenditure

Due to the effects of the Covid crisis, expenditure was lower in 2020 than 2019 in many categories (as many of our usual activities did not run) but most notably in the areas of utilities (lower by £1,956), hospitality (lower by £2,734) and church-facing children's and youth work (lower by £1,831).

Although there was a huge emphasis on social action during 2020, expenditure for these activities was made from the newly set up Covid fund and not from the general fund (2019: £2,643, 2020: £0)

Overall, the general fund saw a decrease of only £688, which is an incredible testament to the generosity of the church family, during a very difficult year.

Covid fund

The Covid fund (and associated Reed and WOX funds) were set up to receive gifts intended for Covid response work. Income of £77,264 was received during the year, ranging from gifts and grants of up to £10,000 down to much smaller gifts. Income came for a variety of sources including donations from businesses, grants from local authorities, and gifts from individuals.

The funds saw expenditure of £50,957 during the year, with £39,351 spent on food response, £4,557 on craft packs and the remainder on particular community activities and support costs.

At the end of the year £21,718 remained in the Covid fund and £4,000 in the WOX fund.

Financial position at the end of the year

Note 13 of the accounts provides a view of the St Mary's financial position at the start and end of the financial year.

The total balance of funds at 31 December 2020 was £698,093, with £494,712 of this being the building at 16 Market Place. As well as this:

£35,000 was restricted to costs relating to The Branch, including the costs of transferring of the asset to The Branch Trust

£14,729 was designated for missions giving – being 10% of St. Mary's' unrestricted voluntary income for 2020, to be used to support missions at home and overseas.

In addition, £8,758 remained in the Big Give fund, £8,414 in the RRF fund and £5,029 in the Creating Space fund for particular projects with families, and £5,309 remained in the CAP fund for debt relief work.

Looking ahead

We have again produced a challenging budget for 2021 with a budgeted loss of £8,012 for the year on the general fund. Since there is only £5,209 remaining the General Fund this will need to be reviewed regularly throughout the year.

It is anticipated that the building at 16 Market Place will be transferred as a gift to The Branch Trust in 2021.

Other notes

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Emily O'Shea (Finance Administrator), approved by Jules Clarke (Treasurer)

Staff

2020 saw both major disruptions and also significant change once again within our staff team, to all of whom I am immensely grateful for their support, encouragement and commitment.

Like everyone else, we had to move out of our offices and move over to home-working. This meant that we needed to invite **Emma Bayley** to take 3 months on furlough leading up to her retirement in July. Emma had worked at the heart of church operations in her administrative role for 11 years and so it was with real sadness that we said goodbye to her, especially under the circumstances of lockdown, but I would like, again, to thank her for such selfless service during her time working in the office. She will be much missed.

Also in July, **Martha Simpson** came to the end of her time as Curate, which - at 6 years - was longer than usual owing to the arrival of both Libby and Simeon during her time in training. As well as being thankful for the tremendous gifts that she, Tom and the children brought to us during that time, I was especially grateful to her for holding the fort for me in July while I took a month of the three that I'd been hoping to take as Sabbatical before Covid dictated otherwise (more detail below) curacy.

Then **Jonny Lowe** was the third departure from the team in 2020. Having built up our current youth ministry from humble beginnings since he arrived in 2015, Jonny, Katie and Poppy moved to Oxford in September for Jonny to start training for ordination at Wycliffe Hall.

On the more positive side, we were also delighted to be able to welcome three new people to our Staff Team: firstly **Joel Reed** (married to Sasha) arrived to succeed Jonny as 'Youth Pastor', and then both **Hannah Charles** (married to Phil, with children Primrose and Stan) and **Rebekah Wiseman** (married to Kieran) also started in September as 'Families Outreach Worker' and 'Children and Families Pastor' respectively. All three faced a tough challenge of embarking on new ministries in the middle of lockdowns of one degree or another, but have already achieved amazing things!

Yvonne Champion as volunteer administrator and personal assistant to the Team Rector

Ian Finney as CAP Debt Centre Manager

Judith ordained priest after 3 months' delay in September

Sue Coyne to the team as a Licensed Lay Minister

Toby Artis as our third Curate. **Gareth Harper** continues in his training role with us as an Ordinand with St Mellitus College in London.

As our 'Building to Serve' Campaign took shape during the first half of the year and was formally launched in October, we welcomed **Alastair Ewer** and **Georgina Orchard** to their roles as 'Project Manager' and 'Campaign Director' respectively.

The rest of the team remained unchanged...

Emma Kennedy continues (in her volunteer capacity) to oversee our Community and Outreach ministries, also both picking up day-to-day responsibilities for our Children's ministry

as well as line-managing **Catherine Spring** (Schools and Community Worker). **Emily O'Shea** (Administrative Manager and Finance).

Heather Knight Weddings Administrator

We remain extremely grateful to our clergy for their ongoing support - to Rev **David Salter** (Team Vicar), Rev **Ursula Simpson** (Associate Minister in charge of Pastoral and Small Group Ministries), Rev **Roger Simpson** (supporting Mission and Evangelism) and for the fantastic continued assistance of other retired clergy (namely Rev **Victor Story**, Rev **John Coyne**, and Rev **Mike Selwood**).

Me - sabbatical plans interrupted - 1 month then (and one month planned this year and next)

The PCC has continued to grow together and to be an amazing source of encouragement and godly counsel. I would again particularly like to thank them all for their wisdom, kindness and willingness to give their time to see the life-changing love of Jesus shared even more widely as we serve our community.

James Kennedy (Vicar)

Agenda of APCM 2020

Sunday, June 6th 2021 at 12.30

1. Welcome and Prayer
2. Apologies for Absence
3. Announcement of Any Other Business
4. Minutes of the Last Meeting and Matters Arising
5. Meeting of Parishioners for the Election of Churchwardens
 - (c) Proposal of resolution to suspend the maximum 6 year term of office for churchwardens (s.3 of Churchwarden's Measure 2001)
 - (d) Election of Churchwardens.
6. The Annual Report for 2020 to include
 - The Annual Report Document
 - The Report on the Electoral Roll
 - The Churchwardens' Report
 - The Churchwardens' Fabric Report
 - Church Safeguarding Measures
 - Deanery Synod Report
 - The Church Finance Report.
7. The Adoption of the Independently Examined Accounts
8. The Appointment of Independent Examiner
9. Elections
 - Deanery Synod
 - Parochial Church Council
10. Appointments Representatives for Churches Together in Chipping Norton
11. Any Other Business (to be notified to the secretary before the meeting.)

Closing Prayer

*The first meeting of the new PCC will be held on
Wednesday, July 21st 2021 at 7.30 p.m.*

St. Mary's Church, Chipping Norton PCC

Financial Statements

For the Period 1 January 2020 to 31 December 2020

Charity Number: 1132070

St. Mary's Church, Chipping Norton PCC

Financial Statements

For the Period 1 January 2020 to 31 December 2020

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St. Mary's Church, Chipping Norton PCC

Financial Statements

For the period 1 January 2020 to 31 December 2020

Reference and Administrative Information

Charity Name: St. Mary's Church, Chipping Norton PCC

Charity registration number: 1132070

Registered Office: Church Office
The Parish Rooms
Church Street
Chipping Norton
Oxfordshire
OX7 5NT

Bankers: CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Trustees: For a list of Trustees please refer to "Annual Report 2020".

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)

Trustees' Report

For the period 1 January 2020 – 31 December 2020

Aim and Purposes:

The objectives of the PCC are to promote in the ecclesiastical parish the whole mission of the Church.

Objectives and Activities:

Family

Being a true and lively family is important to us - a whole family in unity, with people of all ages embraced and valued. Like any family, we try to have fun together, and to invest in friendship and relationship with each other. We also recognise and celebrate our belonging within the wider Church, working together with other denominations as much as we can, and drawing strength from our own place as part of the Oxford Diocese, in the Church of England.

Nurture

Families care for each other. At St. Mary's it is no different. We take our responsibilities seriously to share what we have whenever we perceive a need. We seek always to support and encourage one another, extending God's grace practically by caring for each other, listening, and bringing strength to each other however we can.

Growth

We want St. Mary's to be a place where people are always growing spiritually - through faithful Bible teaching, training, and exercising faith, through obedience, surrender and through commitment to serve.

Community

Our place in Chipping Norton is to love our whole community, and to be found at the heart of our community. We are called to be an outward focused church, reaching out wherever we find doors opening.

Witness

We desire to share the good news of Jesus, proclaiming it afresh to each generation here in our local community and playing our part in taking the good news to all corners of the world so that we can share in the joy of seeing lives changed by his life-giving love.

Service

At St Mary's we are uniquely placed to know and to serve our whole community and so we actively seek to step out constantly in compassion, coming alongside the lost and the vulnerable, no longer living for ourselves, but for but for the one who died for us.

Achievements and Performance:

For a review of our achievements and performance during 2020 please refer to "Annual Report 2020".

Financial Review:

For a review of the 2020 finances please refer to "Annual Report 2020".

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)
Accounts for 1 January 2020 – 31 December 2020

Reserves Policy:

The Charity considers that it is not necessary to hold a set level of reserves as the Charity's ongoing activities can expand or contract in line with the standing orders, donations and grants available. Should an unusual obligation arise, the Trustees are confident that sufficient funds can be sought from congregation members and from grant income. Therefore, all of the funds held are available to be used for the charity's activities.

Structure, Governance and Management:

The organisation is an unincorporated charity, having registered with the Charity Commission on 9 October 2009.

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Mary's the membership of the PCC consists of the incumbent (our vicar), churchwardens and members elected by those members of the congregation who are on the Electoral Roll of the church. All those who attend our services are encouraged to register on the Electoral Roll.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.

Trustees' Responsibilities in Relation to the Financial Statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

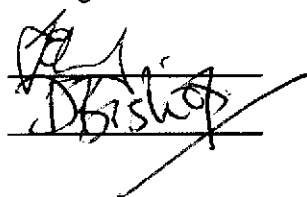
In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. The trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report was approved by the Trustees on
And signed on behalf of the board by



JAMES KENNEDY Date 19 May 2021

DAVID BISHOP Date 19 May 2021

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES ON THE UNAUDITED ACCOUNTS OF ST MARY'S CHURCH PCC, CHIPPING NORTON

I report to the trustees on my examination of the accounts of St Mary's Parochial Church Council Chipping Norton for the year ended 31 December 2020, which are set out on pages 5 to 16.

Responsibilities and basis of report

As the trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the trustee'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 2011 Act.

Independent examiner's statement

I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Management Accountants in England and Wales, which is one of the listed bodies.

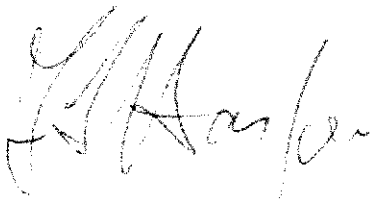
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

(1) accounting records were not kept in respect of the Charity as required by section 130 of the Act; or

(2) the accounts do not accord with those records; or

(3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent 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.



Francis James Harper ACMA

Falmoor, 29 Meriden Road, Hampton-in-Arden, B92 0BS

Dated: 21 May 2021

St. Mary's Church, Chipping Norton PCC

Statement of Financial Activities (Including Income and Expenditure Account)

For the period 1 January 2020 to 31 December 2020

	No- te	Unrestric- ted funds 2020 (£)	Restricted funds 2020 (£)	Total funds 2020 (£)	Unrestric- ted funds 2019 (£)	Restricted funds 2019 (£)	Total funds 2019 (£)
Incoming resources	3						
Income from:							
Donations and legacies		142,446	845,092	987,538	143,185	66,448	209,633
Charitable activities		6,607	315	6,922	14,184	215	14,399
Investments		447	-	447	255	-	255
Total		149,500	845,407	994,907	157,624	66,663	224,287
Resources expended	4						
Expenditure on:							
Raising funds		-	15,514	15,514			
Charitable activities		158,038	233,183	391,221	160,590	122,352	282,942
Total		158,038	248,697	406,735	160,590	122,352	282,942
Net income/(expenditure)		(8,538)	596,710	588,172	(2,966)	(55,689)	(58,655)
Transfers between funds		490,564	(490,564)	-	17,097	(17,097)	-
Net movement in funds		482,026	106,146	588,172	14,131	(72,786)	(58,655)
Reconciliation of funds:							
Total funds brought forward		68,362	41,559	109,921	54,231	114,345	168,576
Total funds carried forward		550,388	147,705	698,093	68,362	41,559	109,921

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

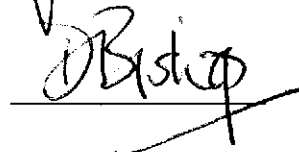
St. Mary's Church, Chipping Norton PCC

Balance Sheet as at 31 December 2020

	No- te	Unrestric- ted funds 2020 (£)	Restricted funds 2020 (£)	Total funds 2020 (£)	Unrestric- ted funds 2019 (£)	Restricted funds 2019 (£)	Total funds 2019 (£)
Fixed assets							
Tangible assets	9	518,984	-	518,984	522,170	-	522,170
Total fixed assets		518,984	-	518,984	522,170	-	522,170
Current assets							
Debtors	10	791	6,000	6,791	933	-	933
Cash at bank and in hand	12	112,994	142,261	255,255	47,116	43,779	90,895
Total current assets		113,785	148,261	262,046	48,049	43,779	91,828
Creditors: amounts falling due within one year	11	82,381	556	82,937	176,857	2,220	179,077
Net current assets/(liabilities)		31,404	147,705	179,109	(128,808)	41,559	(87,249)
Total assets less current liabilities		550,388	147,705	698,093	393,362	41,559	434,921
Creditors: amounts falling due after one year	11	-	-	-	325,000	-	325,000
Total net assets or liabilities		550,388	147,705	698,093	68,362	41,559	109,921
Funds of the Charity							
Restricted income funds		-	147,705	147,705	-	41,559	41,559
Unrestricted funds		550,388	-	550,388	68,362	-	68,362
Total funds		550,388	147,705	698,093	68,362	41,559	109,921

Approved by the Trustees:

 JAMES KENNEDY Date 19 May 2021

 DAVID BISHOP Date 19 May 2021

Notes forming part of the Financial Statements for the period ended 31 December 2020

1. Basis of preparation

(a) Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements comply with the Charities Act 2011, the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102). The charity constitutes a public benefit entity as defined by FRS 102. The accounts present a true and fair view and the accounting policies adopted are those outlined in note 2.

(b) Changes to accounting estimates and prior year errors

No changes to accounting estimates have occurred in the reporting period. No material prior year error has been identified in the reporting period.

2. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the period.

2.1 Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

2.2 Income

(a) Recognition of income

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to, and more likely than not to receive the income, and the amount can be measured reliably.

(b) Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

(c) Grants and donations

Income from donations and legacies is received by way of grants, donations and gifts. Donations are included in full in the Statement of Financial Activities on their receipt. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the formal offer of funding is communicated in writing to the charity. During the reporting period, grants of £19,600 were received from local councils.

(d) Gift Aid

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

(e) Income from interest

Interest is included in the accounts when receipt is probable, and the amount receivable can be measured reliably.

(f) Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

2.3 Expenditure and liabilities

(a) Resources expended

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

(b) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have been allocated to activity cost categories in proportion with direct expenditure on charitable activities (excluding exceptional items).

(c) Creditors

The charity has creditors which are measured at settlement amounts.

(d) Deferred income and provisions for liabilities

No material item of deferred income has been included in the accounts. No provisions for liabilities have been recorded.

2.4 Assets

(a) Tangible fixed assets

Tangible fixed assets are valued at cost. They are capitalised if they can be used for more than one year and cost at least £500. Fixtures, fittings and equipment are depreciated on a straight-line basis over three years.

(b) Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

2.5 Going concern

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)
Accounts for 1 January 2020 – 31 December 2020

3. Analysis of income

	Unrestricted funds 2020 (£)	Restricted funds 2020 (£)	Total funds 2020 (£)	Unrestricted funds 2019 (£)	Restricted funds 2019 (£)	Total funds 2019 (£)
Donations						
Donations and gifts	115,055	167,138	282,193	111,933	13,679	125,612
Gift Aid	26,280	14,209	40,489	26,867	27,478	54,345
Grants from charities	1,111	663,745	664,856	4,385	25,291	29,676
Total	142,446	845,092	987,538	143,185	66,448	209,633
Charitable activities						
Church activities	1,783	315	2,098	5,633	205	5,838
PCC fees	1,810	-	1,810	4,487	10	4,497
Providing facilities	1,338	-	1,338	4,006	-	4,006
Other	1,676	-	1,676	58	-	58
Total	6,607	315	6,922	14,184	215	14,399
Income from investments						
Interest	447	-	447	255	-	255
Total income	149,500	845,407	994,907	157,624	66,663	224,287

Donations and gifts included a one-off donation of £525,000 to the Market Place (restricted) fund in 2020. Gift Aid included a one-off amount of £25,058 for the Outreach (restricted) fund in 2019.

4. Analysis of expenditure on charitable activities

4.1 Analysis of expenditure by fund type

	Unrestricted funds 2020 (£)	Restricted funds 2020 (£)	Total funds 2020 (£)	Unrestricted funds 2019 (£)	Restricted funds 2019 (£)	Total funds 2019 (£)
Charitable activities						
Worship	84,092	3,050	87,142	89,761	5,879	95,640
Community	45,679	9,428	55,107	40,844	89,476	130,320
Mission	28,267	220,705	248,972	29,985	26,997	56,982
Total	158,038	233,183	391,221	160,590	122,352	282,942

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)
Accounts for 1 January 2020 – 31 December 2020

4.2.1 Analysis of expenditure type: current year

	Activities undertaken directly	Grant funding	Support costs	Total 2020 (£)
Charitable activities				
Worship	17,531	-	69,611	87,142
Community	15,408	-	39,699	55,107
Mission	71,881	139,822	37,269	248,972
Total	104,820	139,822	146,579	391,221

4.2.2 Analysis of expenditure type: previous year

	Activities undertaken directly	Grant funding	Support costs	Total 2019 (£)
Charitable activities				
Worship	27,038	-	68,602	95,640
Community	57,012	25,058	48,250	130,320
Mission	27,159	-	29,823	56,982
Total	111,209	25,058	146,675	282,942

4.3 Details of grants

	Grants to institutions	Total 2020 (£)	Grants to institutions	Total 2019 (£)
Mission				
The Branch Trust	117,413	117,413	-	-
CNACT	12,600	12,600	-	-
Open Doors	3,349	3,349	-	-
Tearfund	2,190	2,190	-	-
Great Lakes	1,500	1,500	-	-
Rafiki Thabo	1,500	1,500	-	-
Innovista	1,000	1,000	-	-
others	270	270	-	-
Community				
CNACT	-	-	25,058	25,058
Total	139,822	139,822	25,058	25,058

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)
Accounts for 1 January 2020 – 31 December 2020

5. Analysis of support costs

5.1 Analysis of support costs: current year

Support cost	Worship	Community	Mission	Total
Facilities & administration	7,963	4,757	6,748	19,468
Staff costs	60,891	33,413	17,439	111,743
Other costs	757	1,529	13,082	15,368
Total	69,611	39,699	37,269	146,579

Basis of allocation: in proportion to costs on direct activities.

5.2 Analysis of support costs: previous year

Support cost	Worship	Community	Mission	Total
Facilities & administration	7,870	3,773	2,707	14,350
Staff costs	60,480	42,424	26,246	129,150
Other costs	252	2,053	870	3,175
Total	68,602	48,250	29,823	146,675

Basis of allocation: in proportion to costs on direct activities.

6 Details of certain items of expenditure

The charity paid £360 to an independent examiner for external scrutiny of the accounts. (2019: £0)

7 Analysis of staff costs

	2020 (£)	2019 (£)
Salaries and wages	24,988	24,553
Pensions	875	978
Total	<u>25,863</u>	<u>25,531</u>

There was 1 employee (full time equivalent) for the entire accounting period (2019: 1).

No employee received emoluments of more than £60,000.

During the year there were no ex-gratia payments and there were no redundancy payments.

8 Defined contribution pension scheme

The amount of contributions recognised in the SOFA as an expense for defined contribution pension schemes was £875 (2019: £978).

Along with the other support costs, pension costs are allocated to activities in proportion to the direct activity costs. All pension costs have been treated as unrestricted.

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)
Accounts for 1 January 2020 – 31 December 2020

9 Tangible fixed assets

	Freehold land & buildings £	Fixtures, fittings & equipment £	Total £
Cost			
At the beginning of the year	513,212	13,436	526,648
Additions	-	1,939	1,939
At the end of the year	513,212	15,375	528,587
Depreciation			
At the beginning of the year	-	4,478	4,478
During the year	-	5,125	5,125
At the end of the year	-	9,603	9,603
Net book value			
At the beginning of the year	513,212	8,958	522,170
At the end of the year	513,212	5,772	518,984

10 Debtors

	2020 (£)	2019 (£)
Other debtors	791	933
Grants receivable	6,000	
Total	<u>6,791</u>	<u>933</u>

11 Creditors

11.1 Creditors: amounts falling due within one year

	2020 (£)	2019 (£)
Accruals and deferred income	82,937	14,077
Loans	-	165,000
Total	<u>82,937</u>	<u>179,077</u>

11.2 Creditors: amounts falling due after more than one year

	2020 (£)	2019 (£)
Loans	-	325,000
Total	<u>-</u>	<u>325,000</u>

12 Cash at bank and in hand

	2020 (£)	2019 (£)
Short term deposits	165,100	55,100
Cash at bank and on hand	90,155	35,795
Total	<u>255,255</u>	<u>90,895</u>

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)

Accounts for 1 January 2020 – 31 December 2020

13 Charity funds

13.1 Details of material funds held and movements during the current period

Fund names		Purpose and restriction	Fund bal b/f £	Income £	Expend- iture £	Transfer £	Fund bal c/f £
General fund	U	general fund	5,897	149,078	135,189	(14,577)	5,209
137 Cornish Rd	U	residential building	18,500	-	-	-	18,500
Over Norton	U	held for Over Norton chapel	5,076	272	432	(1,000)	3,916
Equipment	U	set aside to replace equipment	1,726	-	-	-	1,726
Fixed assets	U	unrestricted fixed assets	8,958	-	5,125	1,939	5,772
Market Place	U	purchase of 16 Market Place	4,712	-	-	490,000	494,712
Missions	U	for missions home & overseas	9,814	-	9,287	14,202	14,729
Nurture Room	U	to be spent on Nurture Room	1,340	-	1,062	-	278
Outreach	U	set aside for local outreach	2,000	-	1,199	-	801
Projects	U	set aside for special projects	7,277	-	4,000	-	3,277
Reserves fund	U	set aside for when needed	904	-	305	-	599
Vicar's fund	U	to be used at vicar's discretion	1,148	150	430	-	868
Youth	U	to be spent on youth projects	1,010	-	1,010	-	-
Bells	R	to be spent on bells	1,885	20	53	-	1,852
Bereavement	R	towards bereavement support	-	250	-	-	250
Big Give	R	for aims of Big Give campaign	-	8,758	-	-	8,758
Building project	R	to be spent on building project	25,001	147,805	93,974	(38,256)	40,576
Building, Branch	R	To be spent on The Branch	-	2,850	57,403	54,553	-
Building, Church	R	For church building project	-	15,297	-	(15,297)	-
CAP	R	to be spent on CAP	4,506	4,725	4,297	375	5,309
CNACT grant	R	from CNACT for youth/children	543	12,194	7,677	(1,350)	3,710
Covid 19	R	for Covid 19 response	-	63,264	40,957	(589)	21,718
Creating Space	R	for family wellbeing workshops	-	6,000	971	-	5,029
Tech	R	for improving tech at church	-	944	-	-	944
Flower fund	R	to be spent on flowers	1,529	-	260	-	1,269
Freedom	R	for domestic abuse projects	-	257	182	-	75
House for Duty	R	to support House for Duty post	-	63	63	-	-
Kitchen	R	for kitchen improvements	170	-	-	-	170
Living Stones	R	restricted to Living Stones	533	-	-	-	533
Life Skills	R	to be spent on CAP Life Skills	1,228	-	816	1,000	1,412
Long Lartin	R	for resources at Long Lartin	363	-	-	-	363
Market Place	R	for the building at Market Place	-	525,000	-	(490,000)	35,000
Men United	R	for men's ministry	-	278	-	-	278
Minis	R	for Minis toddler group	124	37	50	-	111
Nurture Room	R	to be spent on Nurture Room	843	187	170	-	860
Outreach	R	to be spent on local outreach	3,404	3,491	2,876	-	4,019
Parker	R	for outreach salaries	-	10,000	8,059	-	1,941
Reed	R	for food support	-	10,000	10,000	-	-
RRF	R	for Covid and family support	-	25,000	15,586	(1,000)	8,414
Tearfund ZOE	R	donations etc. for Tearfund ZOE	252	-	252	-	-
Vuln. families	R	to support vulnerable families	-	4,987	4,359	-	628
WOX	R	to be spent on food deliveries	-	4,000	-	-	4,000
Youth	R	for youth work	1,179	-	692	-	487
Total			109,921	994,907	406,735	-	698,093

R – restricted income funds of the charity, U – unrestricted funds

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)
Accounts for 1 January 2020 – 31 December 2020

13.2 Details of material funds held and movements during the previous period

Fund names		Purpose and restriction	Fund bal b/f £	Income £	Expend- iture £	Transfer £	Fund bal c/f £
General fund	U	general fund	7,398	157,073	149,791	(8,783)	5,897
137 Cornish Rd	U	residential building	18,500	-	-	-	18,500
Over Norton	U	held for Over Norton chapel	5,042	551	517	-	5,076
Equipment	U	set aside to replace equipment	5,371	-	2,008	(1,637)	1,726
Fixed assets	U	unrestricted fixed assets	-	-	-	8,958	8,958
Market Place	U	purchase of 16 Market Place	-	-	-	4,712	4,712
Missions	U	for missions home & overseas	612	-	295	9,497	9,814
Nurture Room	U	to be spent on Nurture Room	-	-	-	1,340	1,340
Outreach	U	set aside for local outreach	1,000	-	1,000	2,000	2,000
Projects	U	set aside for special projects	13,277	-	6,000	-	7,277
Reserves fund	U	set aside for when needed	1,308	-	404	-	904
Vicar's fund	U	to be used at vicar's discretion	1,723	-	575	-	1,148
Youth	U	to be spent on youth projects	-	-	-	1,010	1,010
Bells	R	to be spent on bells	1,984	92	191	-	1,885
Building project	R	to be spent on building project	94,708	4,913	63,408	(11,212)	25,001
CAP	R	to be spent on CAP	933	6,026	2,578	125	4,506
Chippy fun day	R	for Pandemonium fun day	-	6,325	6,881	556	-
CNACT grant	R	from CNACT for youth/children	1,784	8,732	9,417	(556)	543
Envision	R	for improving visuals at church	6,874	3,015	3,780	(6,109)	-
Flower fund	R	to be spent on flowers	1,589	110	170	-	1,529
House for Duty	R	to support House for Duty post	76	750	826	-	-
Kitchen	R	for kitchen improvements	170	-	-	-	170
Living Stones	R	restricted to Living Stones	533	-	-	-	533
Life Skills	R	to be spent on CAP Life Skills	1,197	1,550	1,519	-	1,228
Long Lartin	R	for resources at Long Lartin	418	-	155	100	363
Minis	R	for Minis toddler group	419	247	542	-	124
Nurture Room	R	to be spent on Nurture Room	1,970	1,000	2,127	-	843
Outreach	R	to be spent on local outreach	1,272	32,625	30,493	-	3,404
Tearfund ZOE	R	donations etc. for Tearfund ZOE	252	59	59	-	252
Tech	R	to be spent on technology	-	219	219	-	-
Youth	R	to be spent on youth projects	179	1,000	-	-	1,179
Youth mission	R	for youth mission trip	(13)	-	(13)	-	-
Total			168,576	224,287	282,942	-	109,921

13.3 Transfers between funds

£375 was transferred from the general fund to the restricted CAP fund for joint CAP projects.
£1,000 was transferred from the Over Norton fund to the Building (Branch) fund, as requested by the congregation of St. James', Over Norton.

£1,350 and £589 were transferred to the Fixed Assets fund from the CNACT grant fund and the Covid 19 fund respectively, on purchase of fixed assets in accordance with the fund restrictions.

£490,000 was transferred from the restricted Market Place fund to the designated Market Place fund, after being used to pay off loans to purchase the building, according to the donor's wishes.

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)
Accounts for 1 January 2020 – 31 December 2020

14 Summary of the assets and liabilities of each fund

Fund names	Fixed assets £	Debtors £	Cash £	Creditors £	Total £
General fund	-	791	86,494	82,076	5,209
137 Cornish Rd	18,500	-	-	-	18,500
Over Norton	-	-	3,916	-	3,916
Equipment	-	-	1,726	-	1,726
Fixed assets	5,772	-	-	-	5,772
Market Place	494,712	-	-	-	494,712
Missions	-	-	14,729	-	14,729
Nurture Room	-	-	278	-	278
Outreach	-	-	801	-	801
Projects	-	-	3,277	-	3,277
Reserves fund	-	-	904	305	599
Vicar's fund	-	-	868	-	868
Bells			1,852		1,852
Bereavement			250		250
Big Give			8,758		8,758
Building project			40,576		40,576
CAP	-	-	5,309	-	5,309
CNACT grant	-	-	3,786	76	3,710
Covid 19	-	-	22,198	480	21,718
Creating Space	-	6,000	-971	-	5,029
Tech	-	-	944	-	944
Flower fund	-	-	1,269	-	1,269
Freedom	-	-	75	-	75
Kitchen	-	-	170	-	170
Living Stones	-	-	533	-	533
Life Skills	-	-	1,412	-	1,412
Long Lartin	-	-	363	-	363
Market Place			35,000		35,000
Men United			278		278
Minis			111		111
Nurture Room			860		860
Outreach			4,019		4,019
Parker			1,941		1,941
RRF			8,414		8,414
Vuln. families			628		628
WOX			4,000		4,000
Youth			487		487
Total	518,984	6,791	255,255	82,937	698,093

15 Trustee remuneration and benefits & related party transactions

None of the trustees have been paid any remuneration or received any other benefits from the charity or a related entity. No trustee expenses have been incurred.

The PCC of St. Mary's Church, Chipping Norton has a close relationship with The Chipping Norton Area Christian Trust (1158463); staff and volunteers from each organisation having worked together throughout the year on youth and children's projects. The Chair of The Chipping Norton Area Christian Trust, Rev Dr James Kennedy, is also the Chair of the PCC of St. Mary's Church, Chipping Norton. Staff employed by The Chipping Norton Area Christian Trust use office space at premises belonging to the PCC of St. Mary's Church, Chipping Norton at no cost.

During the year, The Chipping Norton Area Christian Trust made grants of £12,194 to the PCC of St. Mary's Church, Chipping Norton for youth and children's projects as well as the training, expenses and accommodation of staff employed by The Chipping Norton Area Christian Trust. At 31 December 2020 a balance of £3,710 remained unspent and the balance has been carried forward for use in future periods.

During the year, The PCC of St. Mary's Church, Chipping Norton made grants of £12,600 to the Chipping Norton Area Christian Trust for staff salaries.

At 31 December 2020 a balance of £69,000 remained in The PCC of St. Mary's Church, Chipping Norton, being gifts paid to The PCC of St. Mary's Church, Chipping Norton but intended for The Chipping Norton Area Christian Trust.

The PCC of St. Mary's Church, Chipping Norton has a close relationship with The Branch Trust, Chipping Norton (1191055), the staff and trustees of the PCC of St. Mary's Church, Chipping Norton having set The Branch Trust, Chipping Norton up during the year in order for the two charities to work together in a mutually beneficial way.

The Chair of The Branch Trust, Chipping Norton, Emma Kennedy, is a close family member of the Chair of the PCC of St. Mary's Church, Chipping Norton, Rev Dr James Kennedy.

During the year, the PCC of St. Mary's Church, Chipping Norton made grants of £117,413 to The Branch Trust Chipping Norton (either in the form of cash transferred, or bills paid for on behalf of The Branch Trust, Chipping Norton) from funds that had been raised for this specific purpose.

At 31 December 2020 a balance of £1,106 remained, being donations given to the PCC of St. Mary's Church, Chipping Norton, but intended for The Branch Trust, Chipping Norton.

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)

Accounts for 1 January 2020 – 31 December 2020

Appendix A: Income and expenditure in the general fund

Income

1 Donations & Legacies	2020	2019
1.10 Planned Giving		
D1 Planned giving - Gift Aided - standing orders	96,375	82,640
D2 Planned giving - Gift Aided - envelopes	2,351	6,827
D3 Planned giving - non-Gift Aided - standing orders	3,954	2,139
D4 Planned giving - non-Gift-Aided - envelopes	512	1,027
Total 1.10 Planned Giving	103,192	92,633
1.20 1.20 One-off Gifts		
D5 One-off gifts - Gift-Aided	3,800	5,121
D6 One-off gifts - not Gift-Aided	4,791	4,858
D7 Wall box	698	612
Total 1.20 1.20 One-off Gifts	9,289	10,591
D8 Gift Aid recovered	26,102	26,866
D10 Collections at services	2,329	8,195
D11 Grants and donations from organisations	1,111	4,349
Total 1 Donations & Legacies	142,023	142,634
2 Income from charitable activities		
A1 Coffees, lunches etc.	93	502
A2 Men's events	335	214
A3 Women's events	319	851
A4 Youth events	985	2,022
A5 Minis	-	50
A6 PCC fees	1,810	4,487
A7 Administrator costs reimbursement	1,676	1,832
A8 Mini Movers	52	162
T1 Hire of church building	193	826
T2 Hire of Parish Rooms	1,140	3,180
T9 Other trading	5	58
Total 2 Charitable Activities	6,608	14,184
4 Income from investments		
I1 Bank interest	447	255
Total 4 Income from investments	447	255
Total Income	149,078	157,073

Expenditures

7 Charitable activities

7.1 Worship

W1 Worship general	1,637	2,337
W2 Hospitality	638	3,372
W3 PA/AV equipment	130	135
W4 Children on Sundays	678	1,518
W5 Church maintenance	2,529	7,429
W6 Church cleaning	2,617	2,529
W7 Church utilities	2,575	4,125
W8 Church building plans	-	250
Total 7.1 Worship	10,804	21,695

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)

Accounts for 1 January 2020 – 31 December 2020

7.2 Community		
C1 Marriage & parenting	161	290
C2 Children	-	52
C3 Youth	1,030	2,021
C4 Women	340	985
C5 Men	672	223
C6 Small groups	409	438
C7 Conferences & events	-	211
C8 Parish Rooms maintenance	850	1,193
C9 Parish Rooms cleaning	1,700	1,976
C10 Parish Rooms utilities	1,615	2,021
C11 137 maintenance	138	-
C12 Older	69	-
Total 7.2 Community	6,984	9,410
7.3 Mission - church led		
M1 Community engagement	889	940
M2 Alpha	231	522
M3 CAP	-	1,800
M4 Schools/Nurture	-	85
M5 Social Action	-	2,643
Total 7.3 Mission - church led	1,120	5,990
7.4 Mission - other	271	100
7.5 Facilities & administration		
O1 Photocopying	2,022	2,742
O2 Postage & stationery	962	1,189
O3 Telephones	1,441	1,643
O4 Publicity	566	1,258
O5 Information technology	1,684	610
O6 Other admin costs	497	726
O7 Insurance	5,161	4,692
Total 7.5 Facilities & administration	12,333	12,860
7.6 Staff costs		
S1 Parish share	59,617	59,219
S2 Salaries & wages	24,988	24,553
S4 Pension costs	875	978
S5 Staff/PCC/volunteer training	1,179	854
S6 Accommodation	11,623	8,067
S7 Working expenses	2,403	4,703
S8 Staff/volunteer gifts & recognition	2,430	1,242
Total 7.6 Staff costs	103,115	99,616
8 Other costs		
Z1 Accountancy fees	360	-
Z2 Bank charges	202	120
Total 8 Other costs	562	120
Total Expenditures	135,189	149,791
Transfers	-14,577	-8,783
Net Operating Income after Transfers	-688	-1,501

St. Mary's Church, Chipping Norton PCC

Financial Statements

For the Period 1 January 2020 to 31 December 2020

Charity Number: 1132070

St. Mary's Church, Chipping Norton PCC

Financial Statements

For the Period 1 January 2020 to 31 December 2020

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St. Mary's Church, Chipping Norton PCC

Financial Statements

For the period 1 January 2020 to 31 December 2020

Reference and Administrative Information

Charity Name: St. Mary's Church, Chipping Norton PCC

Charity registration number: 1132070

Registered Office: Church Office
The Parish Rooms
Church Street
Chipping Norton
Oxfordshire
OX7 5NT

Bankers: CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Trustees: For a list of Trustees please refer to "Annual Report 2020".

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)

Trustees' Report

For the period 1 January 2020 – 31 December 2020

Aim and Purposes:

The objectives of the PCC are to promote in the ecclesiastical parish the whole mission of the Church.

Objectives and Activities:

Family

Being a true and lively family is important to us - a whole family in unity, with people of all ages embraced and valued. Like any family, we try to have fun together, and to invest in friendship and relationship with each other. We also recognise and celebrate our belonging within the wider Church, working together with other denominations as much as we can, and drawing strength from our own place as part of the Oxford Diocese, in the Church of England.

Nurture

Families care for each other. At St. Mary's it is no different. We take our responsibilities seriously to share what we have whenever we perceive a need. We seek always to support and encourage one another, extending God's grace practically by caring for each other, listening, and bringing strength to each other however we can.

Growth

We want St. Mary's to be a place where people are always growing spiritually - through faithful Bible teaching, training, and exercising faith, through obedience, surrender and through commitment to serve.

Community

Our place in Chipping Norton is to love our whole community, and to be found at the heart of our community. We are called to be an outward focused church, reaching out wherever we find doors opening.

Witness

We desire to share the good news of Jesus, proclaiming it afresh to each generation here in our local community and playing our part in taking the good news to all corners of the world so that we can share in the joy of seeing lives changed by his life-giving love.

Service

At St Mary's we are uniquely placed to know and to serve our whole community and so we actively seek to step out constantly in compassion, coming alongside the lost and the vulnerable, no longer living for ourselves, but for but for the one who died for us.

Achievements and Performance:

For a review of our achievements and performance during 2020 please refer to "Annual Report 2020".

Financial Review:

For a review of the 2020 finances please refer to "Annual Report 2020".

Reserves Policy:

The Charity considers that it is not necessary to hold a set level of reserves as the Charity's ongoing activities can expand or contract in line with the standing orders, donations and grants available. Should an unusual obligation arise, the Trustees are confident that sufficient funds can be sought from congregation members and from grant income. Therefore, all of the funds held are available to be used for the charity's activities.

Structure, Governance and Management:

The organisation is an unincorporated charity, having registered with the Charity Commission on 9 October 2009.

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Mary's the membership of the PCC consists of the incumbent (our vicar), churchwardens and members elected by those members of the congregation who are on the Electoral Roll of the church. All those who attend our services are encouraged to register on the Electoral Roll.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.

Trustees' Responsibilities in Relation to the Financial Statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

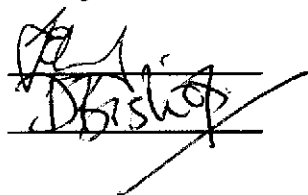
In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. The trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report was approved by the Trustees on
And signed on behalf of the board by



JAMES KENNEDY Date 19 May 2021

DAVID BISHOP Date 19 May 2021

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES ON THE UNAUDITED ACCOUNTS OF ST MARY'S CHURCH PCC, CHIPPING NORTON

I report to the trustees on my examination of the accounts of St Mary's Parochial Church Council Chipping Norton for the year ended 31 December 2020, which are set out on pages 5 to 16.

Responsibilities and basis of report

As the trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the trustee'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 2011 Act.

Independent examiner's statement

I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Management Accountants in England and Wales, which is one of the listed bodies.

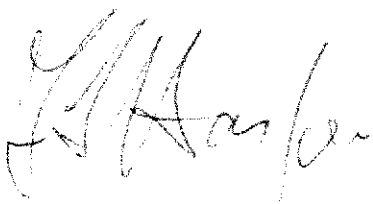
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

(1) accounting records were not kept in respect of the Charity as required by section 130 of the Act; or

(2) the accounts do not accord with those records; or

(3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent 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.



Francis James Harper ACMA

Falmoor, 29 Meriden Road, Hampton-in-Arden, B92 0BS

Dated: 21 May 2021

St. Mary's Church, Chipping Norton PCC

Statement of Financial Activities (Including Income and Expenditure Account)

For the period 1 January 2020 to 31 December 2020

	No- te	Unrestric- ted funds 2020 (£)	Restricted funds 2020 (£)	Total funds 2020 (£)	Unrestric- ted funds 2019 (£)	Restricted funds 2019 (£)	Total funds 2019 (£)
Incoming resources	3						
Income from:							
Donations and legacies		142,446	845,092	987,538	143,185	66,448	209,633
Charitable activities		6,607	315	6,922	14,184	215	14,399
Investments		447	-	447	255	-	255
Total		149,500	845,407	994,907	157,624	66,663	224,287
Resources expended	4						
Expenditure on:							
Raising funds		-	15,514	15,514			
Charitable activities		158,038	233,183	391,221	160,590	122,352	282,942
Total		158,038	248,697	406,735	160,590	122,352	282,942
Net income/(expenditure)		(8,538)	596,710	588,172	(2,966)	(55,689)	(58,655)
Transfers between funds		490,564	(490,564)	-	17,097	(17,097)	-
Net movement in funds		482,026	106,146	588,172	14,131	(72,786)	(58,655)
Reconciliation of funds:							
Total funds brought forward		68,362	41,559	109,921	54,231	114,345	168,576
Total funds carried forward		550,388	147,705	698,093	68,362	41,559	109,921

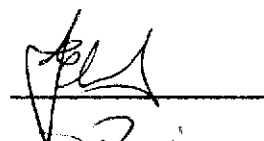
The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

St. Mary's Church, Chipping Norton PCC

Balance Sheet as at 31 December 2020

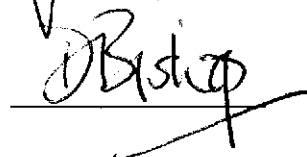
	No- te	Unrestric- ted funds 2020 (£)	Restricted funds 2020 (£)	Total funds 2020 (£)	Unrestric- ted funds 2019 (£)	Restricted funds 2019 (£)	Total funds 2019 (£)
Fixed assets							
Tangible assets	9	518,984	-	518,984	522,170	-	522,170
Total fixed assets		518,984	-	518,984	522,170	-	522,170
Current assets							
Debtors	10	791	6,000	6,791	933	-	933
Cash at bank and in hand	12	112,994	142,261	255,255	47,116	43,779	90,895
Total current assets		113,785	148,261	262,046	48,049	43,779	91,828
Creditors: amounts falling due within one year	11	82,381	556	82,937	176,857	2,220	179,077
Net current assets/(liabilities)		31,404	147,705	179,109	(128,808)	41,559	(87,249)
Total assets less current liabilities		550,388	147,705	698,093	393,362	41,559	434,921
Creditors: amounts falling due after one year	11	-	-	-	325,000	-	325,000
Total net assets or liabilities		550,388	147,705	698,093	68,362	41,559	109,921
Funds of the Charity							
Restricted income funds		-	147,705	147,705	-	41,559	41,559
Unrestricted funds		550,388	-	550,388	68,362	-	68,362
Total funds		550,388	147,705	698,093	68,362	41,559	109,921

Approved by the Trustees:



JAMES KENNEDY

Date 19 May 2021



DAVID BISHOP

Date 19 May 2021

Notes forming part of the Financial Statements for the period ended 31 December 2020

1. Basis of preparation

(a) Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements comply with the Charities Act 2011, the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102). The charity constitutes a public benefit entity as defined by FRS 102. The accounts present a true and fair view and the accounting policies adopted are those outlined in note 2.

(b) Changes to accounting estimates and prior year errors

No changes to accounting estimates have occurred in the reporting period. No material prior year error has been identified in the reporting period.

2. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the period.

2.1 Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

2.2 Income

(a) Recognition of income

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to, and more likely than not to receive the income, and the amount can be measured reliably.

(b) Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

(c) Grants and donations

Income from donations and legacies is received by way of grants, donations and gifts. Donations are included in full in the Statement of Financial Activities on their receipt. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the formal offer of funding is communicated in writing to the charity. During the reporting period, grants of £19,600 were received from local councils.

(d) Gift Aid

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

(e) Income from interest

Interest is included in the accounts when receipt is probable, and the amount receivable can be measured reliably.

(f) Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

2.3 Expenditure and liabilities

(a) Resources expended

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

(b) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have been allocated to activity cost categories in proportion with direct expenditure on charitable activities (excluding exceptional items).

(c) Creditors

The charity has creditors which are measured at settlement amounts.

(d) Deferred income and provisions for liabilities

No material item of deferred income has been included in the accounts. No provisions for liabilities have been recorded.

2.4 Assets

(a) Tangible fixed assets

Tangible fixed assets are valued at cost. They are capitalised if they can be used for more than one year and cost at least £500. Fixtures, fittings and equipment are depreciated on a straight-line basis over three years.

(b) Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

2.5 Going concern

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)
Accounts for 1 January 2020 – 31 December 2020

3. Analysis of income

	Unrestricted funds 2020 (£)	Restricted funds 2020 (£)	Total funds 2020 (£)	Unrestricted funds 2019 (£)	Restricted funds 2019 (£)	Total funds 2019 (£)
Donations						
Donations and gifts	115,055	167,138	282,193	111,933	13,679	125,612
Gift Aid	26,280	14,209	40,489	26,867	27,478	54,345
Grants from charities	1,111	663,745	664,856	4,385	25,291	29,676
Total	142,446	845,092	987,538	143,185	66,448	209,633
Charitable activities						
Church activities	1,783	315	2,098	5,633	205	5,838
PCC fees	1,810	-	1,810	4,487	10	4,497
Providing facilities	1,338	-	1,338	4,006	-	4,006
Other	1,676	-	1,676	58	-	58
Total	6,607	315	6,922	14,184	215	14,399
Income from investments						
Interest	447	-	447	255	-	255
Total income	149,500	845,407	994,907	157,624	66,663	224,287

Donations and gifts included a one-off donation of £525,000 to the Market Place (restricted) fund in 2020. Gift Aid included a one-off amount of £25,058 for the Outreach (restricted) fund in 2019.

4. Analysis of expenditure on charitable activities

4.1 Analysis of expenditure by fund type

	Unrestricted funds 2020 (£)	Restricted funds 2020 (£)	Total funds 2020 (£)	Unrestricted funds 2019 (£)	Restricted funds 2019 (£)	Total funds 2019 (£)
Charitable activities						
Worship	84,092	3,050	87,142	89,761	5,879	95,640
Community	45,679	9,428	55,107	40,844	89,476	130,320
Mission	28,267	220,705	248,972	29,985	26,997	56,982
Total	158,038	233,183	391,221	160,590	122,352	282,942

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)
Accounts for 1 January 2020 – 31 December 2020

4.2.1 Analysis of expenditure type: current year

	Activities undertaken directly	Grant funding	Support costs	Total 2020 (£)
Charitable activities				
Worship	17,531	-	69,611	87,142
Community	15,408	-	39,699	55,107
Mission	71,881	139,822	37,269	248,972
Total	104,820	139,822	146,579	391,221

4.2.2 Analysis of expenditure type: previous year

	Activities undertaken directly	Grant funding	Support costs	Total 2019 (£)
Charitable activities				
Worship	27,038	-	68,602	95,640
Community	57,012	25,058	48,250	130,320
Mission	27,159	-	29,823	56,982
Total	111,209	25,058	146,675	282,942

4.3 Details of grants

	Grants to institutions	Total 2020 (£)	Grants to institutions	Total 2019 (£)
Mission				
The Branch Trust	117,413	117,413	-	-
CNACT	12,600	12,600	-	-
Open Doors	3,349	3,349	-	-
Tearfund	2,190	2,190	-	-
Great Lakes	1,500	1,500	-	-
Rafiki Thabo	1,500	1,500	-	-
Innovista	1,000	1,000	-	-
others	270	270	-	-
Community				
CNACT	-	-	25,058	25,058
Total	139,822	139,822	25,058	25,058

St. Mary's Church, Chipping Norton PCC (Charity number: 1132070)
Accounts for 1 January 2020 – 31 December 2020

5. Analysis of support costs

5.1 Analysis of support costs: current year

Support cost	Worship	Community	Mission	Total
Facilities & administration	7,963	4,757	6,748	19,468
Staff costs	60,891	33,413	17,439	111,743
Other costs	757	1,529	13,082	15,368
Total	69,611	39,699	37,269	146,579

Basis of allocation: in proportion to costs on direct activities.

5.2 Analysis of support costs: previous year

Support cost	Worship	Community	Mission	Total
Facilities & administration	7,870	3,773	2,707	14,350
Staff costs	60,480	42,424	26,246	129,150
Other costs	252	2,053	870	3,175
Total	68,602	48,250	29,823	146,675

Basis of allocation: in proportion to costs on direct activities.

6 Details of certain items of expenditure

The charity paid £360 to an independent examiner for external scrutiny of the accounts. (2019: £0)

7 Analysis of staff costs

	2020 (£)	2019 (£)
Salaries and wages	24,988	24,553
Pensions	875	978
Total	<u>25,863</u>	<u>25,531</u>

There was 1 employee (full time equivalent) for the entire accounting period (2019: 1).

No employee received emoluments of more than £60,000.

During the year there were no ex-gratia payments and there were no redundancy payments.

8 Defined contribution pension scheme

The amount of contributions recognised in the SOFA as an expense for defined contribution pension schemes was £875 (2019: £978).

Along with the other support costs, pension costs are allocated to activities in proportion to the direct activity costs. All pension costs have been treated as unrestricted.

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9 Tangible fixed assets

	Freehold land & buildings	Fixtures, fittings & equipment	Total
	£	£	£
Cost			
At the beginning of the year	513,212	13,436	526,648
Additions	-	1,939	1,939
At the end of the year	513,212	15,375	528,587
Depreciation			
At the beginning of the year	-	4,478	4,478
During the year	-	5,125	5,125
At the end of the year	-	9,603	9,603
Net book value			
At the beginning of the year	513,212	8,958	522,170
At the end of the year	513,212	5,772	518,984

10 Debtors

	2020 (£)	2019 (£)
Other debtors	791	933
Grants receivable	6,000	
Total	<u>6,791</u>	<u>933</u>

11 Creditors

11.1 Creditors: amounts falling due within one year

	2020 (£)	2019 (£)
Accruals and deferred income	82,937	14,077
Loans	-	165,000
Total	<u>82,937</u>	<u>179,077</u>

11.2 Creditors: amounts falling due after more than one year

	2020 (£)	2019 (£)
Loans	-	325,000
Total	<u>-</u>	<u>325,000</u>

12 Cash at bank and in hand

	2020 (£)	2019 (£)
Short term deposits	165,100	55,100
Cash at bank and on hand	90,155	35,795
Total	<u>255,255</u>	<u>90,895</u>

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13 Charity funds

13.1 Details of material funds held and movements during the current period

Fund names		Purpose and restriction	Fund bal b/f £	Income £	Expend- iture £	Transfer £	Fund bal c/f £
General fund	U	general fund	5,897	149,078	135,189	(14,577)	5,209
137 Cornish Rd	U	residential building	18,500	-	-	-	18,500
Over Norton	U	held for Over Norton chapel	5,076	272	432	(1,000)	3,916
Equipment	U	set aside to replace equipment	1,726	-	-	-	1,726
Fixed assets	U	unrestricted fixed assets	8,958	-	5,125	1,939	5,772
Market Place	U	purchase of 16 Market Place	4,712	-	-	490,000	494,712
Missions	U	for missions home & overseas	9,814	-	9,287	14,202	14,729
Nurture Room	U	to be spent on Nurture Room	1,340	-	1,062	-	278
Outreach	U	set aside for local outreach	2,000	-	1,199	-	801
Projects	U	set aside for special projects	7,277	-	4,000	-	3,277
Reserves fund	U	set aside for when needed	904	-	305	-	599
Vicar's fund	U	to be used at vicar's discretion	1,148	150	430	-	868
Youth	U	to be spent on youth projects	1,010	-	1,010	-	-
Bells	R	to be spent on bells	1,885	20	53	-	1,852
Bereavement	R	towards bereavement support	-	250	-	-	250
Big Give	R	for aims of Big Give campaign	-	8,758	-	-	8,758
Building project	R	to be spent on building project	25,001	147,805	93,974	(38,256)	40,576
Building, Branch	R	To be spent on The Branch	-	2,850	57,403	54,553	-
Building, Church	R	For church building project	-	15,297	-	(15,297)	-
CAP	R	to be spent on CAP	4,506	4,725	4,297	375	5,309
CNACT grant	R	from CNACT for youth/children	543	12,194	7,677	(1,350)	3,710
Covid 19	R	for Covid 19 response	-	63,264	40,957	(589)	21,718
Creating Space	R	for family wellbeing workshops	-	6,000	971	-	5,029
Tech	R	for improving tech at church	-	944	-	-	944
Flower fund	R	to be spent on flowers	1,529	-	260	-	1,269
Freedom	R	for domestic abuse projects	-	257	182	-	75
House for Duty	R	to support House for Duty post	-	63	63	-	-
Kitchen	R	for kitchen improvements	170	-	-	-	170
Living Stones	R	restricted to Living Stones	533	-	-	-	533
Life Skills	R	to be spent on CAP Life Skills	1,228	-	816	1,000	1,412
Long Lartin	R	for resources at Long Lartin	363	-	-	-	363
Market Place	R	for the building at Market Place	-	525,000	-	(490,000)	35,000
Men United	R	for men's ministry	-	278	-	-	278
Minis	R	for Minis toddler group	124	37	50	-	111
Nurture Room	R	to be spent on Nurture Room	843	187	170	-	860
Outreach	R	to be spent on local outreach	3,404	3,491	2,876	-	4,019
Parker	R	for outreach salaries	-	10,000	8,059	-	1,941
Reed	R	for food support	-	10,000	10,000	-	-
RRF	R	for Covid and family support	-	25,000	15,586	(1,000)	8,414
Tearfund ZOE	R	donations etc. for Tearfund ZOE	252	-	252	-	-
Vuln. families	R	to support vulnerable families	-	4,987	4,359	-	628
WOX	R	to be spent on food deliveries	-	4,000	-	-	4,000
Youth	R	for youth work	1,179	-	692	-	487
Total			109,921	994,907	406,735	-	698,093

R – restricted income funds of the charity, U – unrestricted funds

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13.2 Details of material funds held and movements during the previous period

Fund names		Purpose and restriction	Fund bal b/f £	Income £	Expend- iture £	Transfer £	Fund bal c/f £
General fund	U	general fund	7,398	157,073	149,791	(8,783)	5,897
137 Cornish Rd	U	residential building	18,500	-	-	-	18,500
Over Norton	U	held for Over Norton chapel	5,042	551	517	-	5,076
Equipment	U	set aside to replace equipment	5,371	-	2,008	(1,637)	1,726
Fixed assets	U	unrestricted fixed assets	-	-	-	8,958	8,958
Market Place	U	purchase of 16 Market Place	-	-	-	4,712	4,712
Missions	U	for missions home & overseas	612	-	295	9,497	9,814
Nurture Room	U	to be spent on Nurture Room	-	-	-	1,340	1,340
Outreach	U	set aside for local outreach	1,000	-	1,000	2,000	2,000
Projects	U	set aside for special projects	13,277	-	6,000	-	7,277
Reserves fund	U	set aside for when needed	1,308	-	404	-	904
Vicar's fund	U	to be used at vicar's discretion	1,723	-	575	-	1,148
Youth	U	to be spent on youth projects	-	-	-	1,010	1,010
Bells	R	to be spent on bells	1,984	92	191	-	1,885
Building project	R	to be spent on building project	94,708	4,913	63,408	(11,212)	25,001
CAP	R	to be spent on CAP	933	6,026	2,578	125	4,506
Chippy fun day	R	for Pandemonium fun day	-	6,325	6,881	556	-
CNACT grant	R	from CNACT for youth/children	1,784	8,732	9,417	(556)	543
Envision	R	for improving visuals at church	6,874	3,015	3,780	(6,109)	-
Flower fund	R	to be spent on flowers	1,589	110	170	-	1,529
House for Duty	R	to support House for Duty post	76	750	826	-	-
Kitchen	R	for kitchen improvements	170	-	-	-	170
Living Stones	R	restricted to Living Stones	533	-	-	-	533
Life Skills	R	to be spent on CAP Life Skills	1,197	1,550	1,519	-	1,228
Long Lartin	R	for resources at Long Lartin	418	-	155	100	363
Minis	R	for Minis toddler group	419	247	542	-	124
Nurture Room	R	to be spent on Nurture Room	1,970	1,000	2,127	-	843
Outreach	R	to be spent on local outreach	1,272	32,625	30,493	-	3,404
Tearfund ZOE	R	donations etc. for Tearfund ZOE	252	59	59	-	252
Tech	R	to be spent on technology	-	219	219	-	-
Youth	R	to be spent on youth projects	179	1,000	-	-	1,179
Youth mission	R	for youth mission trip	(13)	-	(13)	-	-
Total			168,576	224,287	282,942	-	109,921

13.3 Transfers between funds

£375 was transferred from the general fund to the restricted CAP fund for joint CAP projects.
£1,000 was transferred from the Over Norton fund to the Building (Branch) fund, as requested by the congregation of St. James', Over Norton.

£1,350 and £589 were transferred to the Fixed Assets fund from the CNACT grant fund and the Covid 19 fund respectively, on purchase of fixed assets in accordance with the fund restrictions.

£490,000 was transferred from the restricted Market Place fund to the designated Market Place fund, after being used to pay off loans to purchase the building, according to the donor's wishes.

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14 Summary of the assets and liabilities of each fund

Fund names	Fixed assets £	Debtors £	Cash £	Creditors £	Total £
General fund	-	791	86,494	82,076	5,209
137 Cornish Rd	18,500	-	-	-	18,500
Over Norton	-	-	3,916	-	3,916
Equipment	-	-	1,726	-	1,726
Fixed assets	5,772	-	-	-	5,772
Market Place	494,712	-	-	-	494,712
Missions	-	-	14,729	-	14,729
Nurture Room	-	-	278	-	278
Outreach	-	-	801	-	801
Projects	-	-	3,277	-	3,277
Reserves fund	-	-	904	305	599
Vicar's fund	-	-	868	-	868
Bells			1,852		1,852
Bereavement			250		250
Big Give			8,758		8,758
Building project			40,576		40,576
CAP	-	-	5,309	-	5,309
CNACT grant	-	-	3,786	76	3,710
Covid 19	-	-	22,198	480	21,718
Creating Space	-	6,000	-971	-	5,029
Tech	-	-	944	-	944
Flower fund	-	-	1,269	-	1,269
Freedom	-	-	75	-	75
Kitchen	-	-	170	-	170
Living Stones	-	-	533	-	533
Life Skills	-	-	1,412	-	1,412
Long Lartin	-	-	363	-	363
Market Place			35,000		35,000
Men United			278		278
Minis			111		111
Nurture Room			860		860
Outreach			4,019		4,019
Parker			1,941		1,941
RRF			8,414		8,414
Vuln. families			628		628
WOX			4,000		4,000
Youth			487		487
Total	518,984	6,791	255,255	82,937	698,093

15 Trustee remuneration and benefits & related party transactions

None of the trustees have been paid any remuneration or received any other benefits from the charity or a related entity. No trustee expenses have been incurred.

The PCC of St. Mary's Church, Chipping Norton has a close relationship with The Chipping Norton Area Christian Trust (1158463); staff and volunteers from each organisation having worked together throughout the year on youth and children's projects. The Chair of The Chipping Norton Area Christian Trust, Rev Dr James Kennedy, is also the Chair of the PCC of St. Mary's Church, Chipping Norton. Staff employed by The Chipping Norton Area Christian Trust use office space at premises belonging to the PCC of St. Mary's Church, Chipping Norton at no cost.

During the year, The Chipping Norton Area Christian Trust made grants of £12,194 to the PCC of St. Mary's Church, Chipping Norton for youth and children's projects as well as the training, expenses and accommodation of staff employed by The Chipping Norton Area Christian Trust. At 31 December 2020 a balance of £3,710 remained unspent and the balance has been carried forward for use in future periods.

During the year, The PCC of St. Mary's Church, Chipping Norton made grants of £12,600 to the Chipping Norton Area Christian Trust for staff salaries.

At 31 December 2020 a balance of £69,000 remained in The PCC of St. Mary's Church, Chipping Norton, being gifts paid to The PCC of St. Mary's Church, Chipping Norton but intended for The Chipping Norton Area Christian Trust.

The PCC of St. Mary's Church, Chipping Norton has a close relationship with The Branch Trust, Chipping Norton (1191055), the staff and trustees of the PCC of St. Mary's Church, Chipping Norton having set The Branch Trust, Chipping Norton up during the year in order for the two charities to work together in a mutually beneficial way.

The Chair of The Branch Trust, Chipping Norton, Emma Kennedy, is a close family member of the Chair of the PCC of St. Mary's Church, Chipping Norton, Rev Dr James Kennedy.

During the year, the PCC of St. Mary's Church, Chipping Norton made grants of £117,413 to The Branch Trust Chipping Norton (either in the form of cash transferred, or bills paid for on behalf of The Branch Trust, Chipping Norton) from funds that had been raised for this specific purpose.

At 31 December 2020 a balance of £1,106 remained, being donations given to the PCC of St. Mary's Church, Chipping Norton, but intended for The Branch Trust, Chipping Norton.

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Appendix A: Income and expenditure in the general fund

Income

1 Donations & Legacies	2020	2019
1.10 Planned Giving		
D1 Planned giving - Gift Aided - standing orders	96,375	82,640
D2 Planned giving - Gift Aided - envelopes	2,351	6,827
D3 Planned giving - non-Gift Aided - standing orders	3,954	2,139
D4 Planned giving - non-Gift-Aided - envelopes	512	1,027
Total 1.10 Planned Giving	103,192	92,633
1.20 1.20 One-off Gifts		
D5 One-off gifts - Gift-Aided	3,800	5,121
D6 One-off gifts - not Gift-Aided	4,791	4,858
D7 Wall box	698	612
Total 1.20 1.20 One-off Gifts	9,289	10,591
D8 Gift Aid recovered	26,102	26,866
D10 Collections at services	2,329	8,195
D11 Grants and donations from organisations	1,111	4,349
Total 1 Donations & Legacies	142,023	142,634
2 Income from charitable activities		
A1 Coffees, lunches etc.	93	502
A2 Men's events	335	214
A3 Women's events	319	851
A4 Youth events	985	2,022
A5 Minis	-	50
A6 PCC fees	1,810	4,487
A7 Administrator costs reimbursement	1,676	1,832
A8 Mini Movers	52	162
T1 Hire of church building	193	826
T2 Hire of Parish Rooms	1,140	3,180
T9 Other trading	5	58
Total 2 Charitable Activities	6,608	14,184
4 Income from investments		
I1 Bank interest	447	255
Total 4 Income from investments	447	255
Total Income	149,078	157,073

Expenditures

7 Charitable activities

7.1 Worship

W1 Worship general	1,637	2,337
W2 Hospitality	638	3,372
W3 PA/AV equipment	130	135
W4 Children on Sundays	678	1,518
W5 Church maintenance	2,529	7,429
W6 Church cleaning	2,617	2,529
W7 Church utilities	2,575	4,125
W8 Church building plans	-	250
Total 7.1 Worship	10,804	21,695

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7.2 Community		
C1 Marriage & parenting	161	290
C2 Children	-	52
C3 Youth	1,030	2,021
C4 Women	340	985
C5 Men	672	223
C6 Small groups	409	438
C7 Conferences & events	-	211
C8 Parish Rooms maintenance	850	1,193
C9 Parish Rooms cleaning	1,700	1,976
C10 Parish Rooms utilities	1,615	2,021
C11 137 maintenance	138	-
C12 Older	69	-
Total 7.2 Community	6,984	9,410
7.3 Mission - church led		
M1 Community engagement	889	940
M2 Alpha	231	522
M3 CAP	-	1,800
M4 Schools/Nurture	-	85
M5 Social Action	-	2,643
Total 7.3 Mission - church led	1,120	5,990
7.4 Mission - other	271	100
7.5 Facilities & administration		
O1 Photocopying	2,022	2,742
O2 Postage & stationery	962	1,189
O3 Telephones	1,441	1,643
O4 Publicity	566	1,258
O5 Information technology	1,684	610
O6 Other admin costs	497	726
O7 Insurance	5,161	4,692
Total 7.5 Facilities & administration	12,333	12,860
7.6 Staff costs		
S1 Parish share	59,617	59,219
S2 Salaries & wages	24,988	24,553
S4 Pension costs	875	978
S5 Staff/PCC/volunteer training	1,179	854
S6 Accommodation	11,623	8,067
S7 Working expenses	2,403	4,703
S8 Staff/volunteer gifts & recognition	2,430	1,242
Total 7.6 Staff costs	103,115	99,616
8 Other costs		
Z1 Accountancy fees	360	-
Z2 Bank charges	202	120
Total 8 Other costs	562	120
Total Expenditures	135,189	149,791
Transfers	-14,577	-8,783
Net Operating Income after Transfers	-688	-1,501