

ST MARY THE VIRGIN HADDENHAM ANNUAL PAROCHIAL CHURCH MEETING

Thursday 15th July 2021

1. Churchwardens' Report
2. Electoral Roll
3. Deanery Synod Report
4. Safeguarding Report
5. Children and Young People's Work
 - a. Children's Church
 - b. Cell Groups
 - c. Café+ Children's Work
 - d. Working with Haddenham Schools
6. Young Families Report
 - a. Little People's Café
 - b. Posada
 - c. Baptisms, Baptism Cards and Baptism Reunion tea
 - d. Starting School
7. Pastoral Care and Discipleship
 - a. Home Groups
 - b. Ladies- 'Start the Week'
 - c. Monday Club
8. Worship and Witness
 - a. Cafeplus+
 - b. CTIH
 - c. Bell ringers
 - d. Global Mission Group
9. Friends of St Mary's
10. Resources
11. Treasurer's Report
12. Planned Giving Report
 - a. Stewardship Group

1. Churchwardens' Report

The challenges of the pandemic and complying with government regulations affected all aspects of church life in 2020. All our in-person services and activities were suspended, and some have not yet returned. We have learned to Zoom, create and engage in online services and do many things in different ways. Above all, the importance of community, caring for each other and prayer stood out through the difficult times.

The recruitment process for our new rector was put on hold in March but we were able to conduct interviews via Zoom in November and are very happy to be able to welcome Revd Cassa Messervy and her family to the benefice and to their home in the new Rectory.

We are grateful to Julie for holding the fort in the benefice office and working flexibly in changing circumstances.

The much-needed technical support we received from those who shared their skills and learnt new skills was invaluable.

It became clear, as the year progressed, that many things would need to change. Our Christmas celebrations were curtailed but working together with the Junior School and Christian Aid Committee on the amazing Festive Light Trail provided community participation on a big scale and lifted spirits for both participants and visitors. Many thanks to those who worked so hard to organise this.

We are very grateful to Red Kite radio who broadcast our Lessons and Carols service and continue to broadcast our Benefice online service each Sunday.

Throughout the year we have been grateful for the practical and prayer support we have received and our sincere thanks go to all who have helped in so many ways.

Val Walker and Dianne Brackley.

2. Electoral Roll

This year there was the usual revision of the electoral roll. The number on the roll is now 102 as of June 2021. It was 102 in September 2020.

Anyone who wishes to join the electoral roll can complete a form and go on the roll from the day after the APCM.

The Electoral Roll Officer is the Office Administrator, Julie Wing.

Julie Wing

3. Deanery Synod Report

The Covid 19 crisis affected Deanery Synod like so much else in 2020.

We had a physical meeting in March where the address was from the Diocesan World Development Adviser who spoke about climate change and in particular about church energy audits. However the June and November meetings were cancelled.

Nevertheless our Area Dean, Lay Chair and Secretary have worked hard to ensure that the Deanery mechanism has operated effectively and have kept members informed.

It is good to report that our first meeting this year took place albeit by Zoom.

Another result of Covid has been that the available Deanery funds for development have been reduced. The Diocese gives a 3% rebate if all parishes pay their parish share in a year and a 1% rebate if a certain proportion do, and this is used to fund the development grants. Parishes found it increasingly difficult to pay their full share in 2020 and as a result we only received a 1% rebate because we had managed to pay 50 % of the parish share in the first 6 months of 2020.

Adrian Collier

4. PCC Safeguarding Report to APCM July 2021

Our safeguarding policy is based on Diocesan guidelines. All safeguarding matters are approached with due regard to the House of Bishops Safeguarding policy and Practice guidance. The safeguarding policy and Safeguarding Action Plan was approved by PCC in September 2020.

We are following the Diocesan guidelines on safeguarding training and safe recruitment. All our volunteers have received Safeguarding Training at an appropriate level as required by the diocese and a safe recruitment procedure is in place.

The churchwardens have done Safeguarding Training at Leadership level. All PCC members have also completed online Safeguarding Awareness training and have DBS checks.

The procedure to deal with any safeguarding concern or allegation was approved by PCC in January 2021.

The policy for recruitment of ex-offenders was approved by PCC in March 2021.

Val Walker

5. Children and Young People's Work

Due to government regulations regarding Covid 19 there have been no meetings of the Children, Young People and Young Families sub-group of the PCC. Meeting in person has not been possible for our usual groups and we thank all of those who have kept in touch and kept groups running online.

1. Children's Church

Children's Church (CC) used to meet on 2nd and 4th Sunday of the month apart from school holidays.

Since April 2020, CC has had to adapt around the pandemic restrictions. With the fantastic help of Tracy Brown, CC set up a Google classroom for the children during the summer term. This platform is used in all 3 Haddenham schools providing a safe and secure online environment for children to chat to each other and to the leaders. Material was uploaded on the Sundays that CC would have normally met, and the theme is 'Life's Challenges'. The leaders have taken it in turns to upload a video or pre-record a story with questions afterwards and challenges for the children to do including crafts and cooking. Children can upload pictures of their craft, cooking, etc. We had 3 children who submitted material.

After the summer holidays we had a rethink and from September we started to do weekly Zoom sessions on Sunday at 4.30pm lasting about 30 minutes. The theme was based on the lead up to Jesus' birth. Over the Christmas holidays Liz Chivers organized the Scripture Union QR (Quick Response) code trail around Church End. We also did an installation for the light festival and the children all made stuffed red felt hearts. A group of children helped put the installation together (Covid friendly). A huge thank you to The Baptist Church who lent Mary and Joseph.

After Christmas we continued to look at Jesus growing up and learnt about his story from birth to being baptised himself. We included stories, games, crafts and cooking over Zoom. We had about 6 children who regularly attended.

After Easter we have continued with the 30 minute Zoom session but starting at 9.50am. We now have about 10 children who regularly attend. Philippa has distributed bibles from St Mary's Centre to all the families involved so we can look

up verses. During the summer term, we have run a questions and answers session about life e.g. Is it alright to get cross/angry?

Philippa Blowfield continues to administrate and co-ordinate. She is responsible for planning the teaching schedule each term.

The other leaders are Loraine Milmer, Anna Kittel, Liz Chivers, Tracy Brown and Corin Wing (although Corin has not been able to join since the beginning of April 2020).

Going Forward

We have been delighted by the apparent growth of children attending the on-line sessions. CC are in discussion currently as to how we move forward, but we believe the reason why children have regularly attended is due to ease of access online, it's short (30-40mins), we meet weekly so strong relationships have developed and Philippa has been a constant presence online.

Philippa Blowfield

2. Young People's Cell Group

This group has not been able to meet since April 2020. Some online material has been provided and leaders have kept in touch with the young people.

3. Café+ Children's Work

Café+ has not been able to meet since February 2020.

4. Working with Haddenham Schools.

Like everything else, working with schools has been a challenge over the past 15 months. When I wrote my report last year, schools had just closed for the first lockdown and sadly we had to cancel our end of term Easter events. Determined to keep the relationships going between our Haddenham schools and churches, I asked the 'Open the Book' schools team who would be willing to offer recorded Bible Stories and Collective Worship. Initially there were 5 of us – Andy Hardy, Olive Kuhrt and myself from St Mary's, Jenny Bullimore from Haddeham Methodist Church and Katharine Whitney from Haddenham Baptist Church. We were joined in September by Jonny Fillis, the new Minister at Haddeham Baptist Church. None of us were technical experts and our first recorded offering for Easter 2020 was shaky to say the least! Communications during the summer term were difficult as the school staff were doing their best to cope with home-schooling and providing in-school support for the children of key workers. We sent a few recordings and offered "It's Your Move" booklets to the Year 6 children, but it was not logistically possible to give these out. I did manage to source and deliver Bibles to St Mary's for the Year 2 children who were leaving the school, but of course we could not hold the traditional Leavers' Service in church.

We all gradually became more used to the wonders and frustrations of Zoom and Wetransfer and a positive turning point was when Andy Price offered to help us with editing and uploading, which has enabled us to produce quality recordings. Thank you very much to Andy – he has been and continues to be a wonderful support. I wrote to the Haddenham schools to ask if they would like to receive

weekly recordings from us from September 2020 and we established a successful routine. We choose a theme or value and offer a “mini-series” of Bible stories as well as seasonal recordings, such as Harvest and Remembrance. We work as a team on a rota basis, with each person recording their own story at home, which Andy P edits and uploads to the Wychert Vale YouTube Channel. Every Sunday during term time I send the latest offering to the schools, which were watched by the children at home (during the lockdowns) or more recently during Class Collective Worship. “Mini-series” have included stories about Respect, Hope, Jesus’ Special Friends and Perseverance. At Christmas and this Easter, we set up a Zoom call to record a longer story as a team, using props and costumes to play different characters – it was great fun! We have not heard very much feedback from the Junior and Infants Schools, but one of the St Mary’s School teachers, Lizzie Mehta and I have corresponded very regularly, and she told us that the videos are much appreciated by the staff and enjoyed by the children. In fact, the children of Andy’s new neighbours, who attend St Mary’s school told him “I’ve seen you on TV!”. The most popular recording so far has been Christingle video I recorded, which has received over 2,670 views!

All the schools recordings can be viewed here:

<https://www.youtube.com/playlist?list=PLDVQFRInv3W3psbHlwYynKHlwzw4jAAD>

In addition to the weekly recordings this term, we have set up a rota of summer visits into church for one class at a time of children from St Mary’s school. These are short services on the theme of “Community”. I was very excited to lead the first one with Cassa last week – the first opportunity to stand in front of “real live” children for 15 months! Only 3 out of 30 children had any memory of coming into

church at all, as some of them would have been 2 or 3 years old at the start of the first lockdown, so it was a big deal. Cassa told them they were welcome to come back any time and one little boy said, “I’m coming back in tonight!”

We hope and pray that we will be able to resume all our schools activities from September onwards.

Francesca Flaxton

6. Young Families Report

a. Little People’s Cafe

The Mother/Carer and toddler group, Little People's Cafe, has not been able to meet during the pandemic. We have missed the children and the adult they bring with them – the children will have done a lot of growing up in the past 18 months or so and many will have moved on to pre-school.

As well as the children moving onto pastures new, our extremely capable and dedicated lead organiser has also moved, leaving Haddenham to be nearer to family, Tricia Stradling has spear headed this group for many years and will be missed by us all.

In the light of the changes and challenges of the last 18 months, the door will close on Little People's Cafe – a new but different chapter will begin as we find alternative ways forward. Opening our arms and hearts to young families is our joy, so we are trusting new beginnings to our Lord.

b. Posada

Many families missed having Mary, Joseph and the donkey come to stay in the Advent period, as they too were not able to travel during the pandemic. Although Tricia Stradling has moved away to be nearer family, she has allowed the Posada

family (x2) to remain in Haddenham for our use in the coming Advent period – when we hope that the Posada family can once again travel round Haddenham.

c. Baptisms, Baptism tea and Baptism cards

The Pandemic has put a halt to all these activities. There were no Baptisms at all as the church was not able to offer services. The Annual Baptism tea, celebrating the first anniversary of a person's baptism was also not able to happen.

The posted baptism cards were not delivered this year. Tricia Stradling, who managed this task has passed the materials over to me for safe keeping until the church is able to resume some more normal activities.

d. Starting School

As no activities were able to take place and there was great uncertainty about schools resuming the booklets which have traditionally been given to young children about to start school were not able to be distributed in the normal way.

Lorraine Milmer

7. Pastoral Care and Discipleship

Members of the PCD sub-committee are: Lizzie Banister, Jonathan Hawkins, Chris Headlong, Angela Matthews, Graham Stoney and Ann Warris. Tricia Stradling left the village and the PCD in February 2021 and will be missed.

There have been no meetings since February 2020 and so no decisions have been made. Chris Headlong has kept the Prayer Chain and Prayer Square going during lockdown which has been an important resource during difficult times. A new initiative has been the Prayer Line where people are invited to phone one of the named individuals for personal prayer. All these prayer opportunities have been well

advertised on the weekly newsletter. Jonathan Hawkins has also been leading daily Morning Prayers via Zoom.

Lizzie Banister

a. Home Groups

During this year our four Home Groups have not been able to meet "in the flesh" so to speak, for obvious reasons, but we have been in close contact in other ways. With Zoom meetings, texting, messaging and regular newsletters, we have continued to talk, pray and fully support one another both spiritually and practically.

We all look forward to getting back to "normal" and keep wondering exactly what that normal will look like; but it will definitely involve support, friendship, love and fun.

Graham Stoney

b. Ladies'- 'Start the Week'

Following the highly successful 'Blessings Course' (Roy Godwin & Dave Roberts). A new life and a new community.... 2020 began with our groups meeting to look at 'Women of the New Testament' by Phyllis J. Le Peau. Then lockdown occurred!

With the inevitable change in circumstances from March we were unable to meet together. However we planned walks in the village, for those who were able, alongside a 'buddy' and when the opportunity arose, coffee times in gardens (within the 'rule of six') to keep in touch with some of our ladies and to share, support and pray. We encouraged one another to be thankful, to pray for one another and all those we love and all those we do not know who need God's love during the uncertain times

In May we distributed 'jotters' to give those who would welcome an opportunity to:

reflect on what the Lord is doing in your life
reflect on how the Lord has blessed you
reflect on what the Lord might be saying to you

by focusing on encouragements, blessings and uplifting moments.

Although we have 30 ladies belonging to 'Start the Week', inevitably not all attend every time, so choosing to attend a morning or afternoon group has worked well with ladies sharing the hosting and leading. We miss Rose, a regular member, who moved back to High Wycombe at the end of the year.

And so the year ended without our usual 'Bring and Share' lunch together! As we contemplate all that has happened during 2020 we pray that the Lord will continue to bless you, His face will shine upon you and give you peace.....

Jenny Hardy, Sally MacGregor, Loraine Milmer

c. Monday Club

As with so many organisations Monday Club has not been able to meet since mid March 2020. Earlier in the year we had had our regular visiting speaker slot including our own Hugh Stradling 'Animals we have met round the world' followed the next month by 'A day trip to Aylesbury' which caused some confusion with our members as it was a virtual tour so we actually 'saw' much more than we would have done on foot!

We have stayed in touch with all our members regularly by phone ensuring early on when it was so strange to all of us that everyone had arrangements for shopping, and contacting family and made ourselves available for the odd emergency. We have exchanged information with the organisers of similar groups in the village – Thursday Club, Sixty Plus Club and the Fish Scheme – so that between us we covered as many older people as possible. In July we started an occasional newsletter Monday Club Clarion to share birthdays as we would have

done in meetings, give news of members, provide information such as how to renew your bus pass, village updates and 'funnies'! Wonderfully 18 of our members were on email so that saved a lot of shoe leather. We ensured that everyone on their own was getting a Christmas lunch via family or good neighbours and some even received a visit from Santa (aka Chris!) delivering a mini stocking that he 'forgot to drop through the chimney the night before'!! So everyone saw someone on Christmas Day.

We wait patiently for when we might all meet together again. A cuppa shared and a good chat is such a tonic.

Ann Warris and Chris Headlong

8. Worship and Witness

During 2020 the group attempted to continue work on the challenges that Margot had set for the committee, particularly that of welcome. Events soon overtook the situation and the extensive restrictions and lockdowns that were enacted to combat the coronavirus pandemic brought a halt to all church activities for almost the entire year, except over a short period in the summer.

The committee was able to give views to the Wardens and PCC about the limited amount of public worship that was permitted and for a while limited services were held in person over the summer and in the period after the second lockdown, around November.

We were very regretful that no Easter or Christmas services could be held in person, but despite the extensive restrictions the prayer pebbles were launched in the lichgate and there was a public Christmas porch display.

Members of the W&W committee helped the benefice to create the YouTube services during much of the year.

We closed the year with the anticipation of a new Rector being appointed in early 2021 and the possible relief from the pandemic later in the year.

Paul Smith

a. Cafeplus+

Cafeplus+ ran continuously, monthly from June 2005 until the Covid-19 pandemic caused it to cease operating in March 2020. There is no immediate prospect of its return given that the *raison d'être* of Cafeplus+ is social mixing and engagement not distancing. It may be some months before it is practicable to startup again. In the meantime we have a new rector who will want to see how this fits in with any new pattern of worship and ministry focus. Cafeplus+ has always relied on the underwriting of costs by the PCC. Furthermore there may be those who were part of the Cafeplus team who now feel it is time to move on (and some have) - part of an inevitable reassessment of priorities at such a watershed time for us all. We are actively discussing all these issues at present - the rationale for Cafeplus+ is still absolutely valid but the factors described above need to be explored before we can plan for any future relaunch of Cafeplus+. Your views on these matters would be most welcome.

Tim Shaw

b. Churches Together in Haddenham (CTiH)

A covenant exists which states that members of the four churches in Haddenham will work together as a united witness to the Gospel of Jesus Christ and the Glory of God in this village.

Events and services are held during the year organised by the committee which has representatives from each church. Mrs Marjorie Johnston is the current Chair.

Publicity for services of all four churches held at Easter, Harvest and Christmas are placed in 'Go Local' and therefore into every household.

Prayer Breakfast to Celebrate the Week of Christian Unity took place on Saturday 25 January and was attended by about a dozen people. Rev Jonathan Hawkins and Mrs Janet Morgan led the short service which was followed by croissants with tea or coffee.

Service for Renewal of the CTiH covenant (formerly known as the Agape Service)

- This is held during the week for Christian Unity in January. This year, the service was led by the Catholic Church and took place on Sunday 26 January at 3.00 pm. and was led by Mrs Mary Miller who gave an inspirational talk on the parable of the mustard seed and the work of yeast in the story of the woman making bread. It was supported by about 30 people from each of the four churches who all renewed their pledge to the covenant.

Delivery of Welcome Bags – Welcome Bags containing Christmas Service information for all the churches, a tea light in a glass holder inscribed 'Bless this House' and a prayer card were delivered to all new villagers on three occasions leading up to Christmas 2019 but owing to Covid restrictions, it hasn't been possible to continue with this during 2020. It is hoped that once the situation

improves, it will be possible to knock on doors and meet with all the new people who have moved into the village since Christmas 2019.

World Day of Prayer -This international service of prayer and celebration entitled 'Rise! Take your mat and walk' took place on Friday 6 March. It was prepared this year by the Christian women of Zimbabwe, co-ordinated by Mrs Mary Miller from the Catholic Church supported by Carmen Hatch, with readers from all the churches. There were refreshments to follow.

Good Friday Walk of Witness and Service – Unfortunately this was not able to take place owing to Covid restrictions but folk were encouraged to meet for an act of worship outside their homes.

Sunrise Service – This was also unable to take place owing to Covid restrictions but each of the four churches published their arrangements for Easter celebrations in 'Go Local', most of which took place on line.

Christian Aid week- includes soup lunches in the Baptist church provided by each church in Lent and on Christmas Eve, although they could not take place this year. There is also usually a door to door collection, which couldn't take place this year.

Ascension Day – There was an Anglican Wychert Benefice service which took place on line.

Refreshments at Haddenham Village Fete The Village Fete was cancelled this year.

Feast Service - This takes place every September -on the fairground in Church End and each of the four churches takes it in turn to lead the service. However, the fair did not visit Haddenham in 2020.

Service of Personal Remembrance - held on Sunday 1 November led by Rev Jonny Fillis at the Baptist Church and followed by refreshments was attended by about 20 people.

Remembrance Day service. Rev Jonny Fillis from the Baptist Church led a very pared down Remembrance Service at the War Memorial in Church End on 8 November 2020. Only a few Council and British Legion representatives and a bugler were permitted to attend owing to the National Lockdown; the service was also broadcast on line.

Village Carol Service – This was unable to take place owing to the restrictions.

Carol Singing on Banks Parade was not permitted to take place but people were encouraged to take part in a National 'Carols on your Doorstep' during the week preceding Christmas to the accompaniment of Red Kite Radio and other local radio stations across the country.

Jacquie Harland

c. Bell ringers

The Haddenham Bell Ringers (the 'Ringers') have rung at all the Sunday services from January through to mid March in 2020. Then due to the Covid pandemic taking hold in the UK that year, and various lock downs and social distancing requirements throughout that year the Ringers were very restricted in what ringing they could do.

The Ringers continued with practice night every Wednesday through January, February and the early part of March 2020 but then practice had to be suspended and did not take place at all since mid March 2020 due to Covid restrictions and lock downs.

The Ringers did not have an AGM in 2020 due to Covid and social distancing legal requirements and in any event there was little to report due to Ringing being impossible due to such restrictions. Existing Officers for the Ringers consented to and continued to carry out their duties so far as reporting, checking the Tower and the bells and Ringing Chamber.

Phillip Rose our Tower Captain at St Mary's, Haddenham, has continued to wind the church clock every week.

No visiting Ringing Bands at St Mary's Haddenham were hosted in 2020 due to Covid restrictions.

The Ringers continued to ring for half an hour before Sunday services from January to mid March as usual. No ringing at all was possible after that date well into 2021 due to Covid lock downs and restrictions.

There were no weddings between January and mid March 2020 requiring bell ringing and no church weddings after that date at all due to Covid lock downs and restrictions.

On 5th November the Ringers were not able to do their annual firing of the bells as is their tradition, due to Covid lock down and restrictions.

There was no ringing for Remembrance Day in November, or for Christmas or New Year, due to Covid lock down and restrictions.

Wednesday bell ringing practices in the evening from 7.30 to 9 pm were not able to be held due to Covid lock down and/or social distancing requirements varying during 2020. It is hoped to return to regular Wednesday evening practices between 7.30 and 9 pm in 2021.

The Oxfordshire Diocesan Guild of Ringers Improvers Practice has not been held during 2020 due to restrictions not allowing ringing because of Covid lock down and social restrictions.

Melvyn Rose has kindly continued to be the Steeple Keeper for the Ringers for the last season and has continued with the bell maintenance. There has not been a great deal of maintenance for the bells required this year particularly as there has been little ringing due to Covid lock down and restrictions.

The fifth clapper was removed, and a filler/spacer made for the difference in the crown staple shaft and the hole in the bell top and the clapper was refitted. This stopped the rattle that had been noticed when the fifth bell was rung.

However, during 2021, if ringing is resumed following relaxation or lifting altogether of Covid restrictions, social distancing requirements may still be required.

Possible work for 2021/2022 therefore is:

- The Tenor pulley wheel block needs extra bracing to maintain rope alignment.
- One further step on the spiral stone stairs up to the Ringing and Bell Chambers has a loose top surface and needs to be re-secured or replaced.
- The Ringing Chamber entry door needs some draught proofing.
- The Bell Chamber needs a thorough tidy up and cleaning following the considerable work done in particular on the sound shutters in 2017 and 2018.
- Investigation as to whether there can be better sound proofing in the Ringing Chamber as the volume of sound coming down into the Chamber from the Bells is considerable.

The Haddenham Ringers thanked Mr Melvyn Rose for all his work in maintaining and monitoring the bells during the year, assisted by Mr Michael Harrison.

On 31st December 2019 a small band of ringers rang in the New Year and had mulled wine and eats in the Tower.

For and on behalf of the Haddenham Bellringers,
Linda Davies, Secretary to the Haddenham Bellringers.

d. Global Mission Group

St. Mary's Haddenham has a long history of supporting mission, both overseas and closer to home. The Global Mission Group (GMG) is a subgroup of the church Worship and Witness committee and generally meets every 3-4 months to encourage interest and involvement in mission by St Mary's congregations, although the COVID-19 pandemic has impacted the schedule this year.

Group membership: At the end of the year Tricia Stradling stepped down from the Group in preparation for moving away from Haddenham. The GMG has valued her knowledge, wisdom and commitment as Chairperson and a very active group member. Membership of the GMG now comprises Philippa Blowfield, Phil Groves, Vivienne Holloway, Angela Matthews and David Palmer and more people would be very welcome. If anyone would like to be involved in supporting global mission at St Mary's, either through joining the group or in having further information, please get in touch with any member of the GMG.

Sunday Mission services: Because of the COVID-19 pandemic and subsequent lockdowns the pattern of using fifth Sundays for concentrating on mission was not observed in 2020. As the country emerges from restrictions and with guidance from our new Rector, Rev. Cassa Messervy, the Sunday Mission services will be reconsidered.

St. Mary's support for mission partners and organisations: St. Mary's has supported mission partners and organisations where there are strong links

through members of our church family with personal connections. We continue to support Kone Kmeng in Cambodia; Kailean and Kim Khongsai who are working with A Rocha UK in Southall and are funded through the Church Mission Society (CMS); and the work of Peter and Tanja in the Middle East. As Richard and Karen Fisher have moved to worship at St. Mary's, Thame, thereby losing the local link, it was proposed that financial support for the Bible Reading Fellowship (BRF) cease and instead, Lucy Ward's work with the Malachi Project and TeachBeyond be supported. However, at the request of the Parochial Church Council, any surplus funds will be used to support the BRF.

Visits to Mission Partners: Visits to Mission Partners have not taken place this year because of the COVID-19 pandemic.

EcoChurch: Work to advance the Bronze Award to Silver and beyond has been paused because of the COVID-19 pandemic. David Palmer has continued the co-ordinating role and represents EcoChurch on the GMG.

The GMG again recommended the distribution of the 'tithe' giving from the regular collections. We were pleased to be able to give 10% of the church's donated income again. The amounts given and their destinations are in the financial accounts.

Andy and Jenny Hardy co-ordinated the Shoebox appeal for Eastern Europe via Link to Hope and a total of 53 shoeboxes and 40 beautifully knitted/crocheted blankets and soft toys from St. Mary's, Haddenham and Kingsey churches were sent to Eastern Europe at the end of the year.

David Palmer

9. Friends of St Mary's

Friends of St Mary's (FOSM) exists to provide a means by which people, so inclined, can contribute to the maintenance and repair of the heritage and fabric of St Mary's church building whilst not necessary contributing to the spiritual life of the Church community; which might otherwise be the case if simply making a general donation to the Church. Of course many members of the Church share an interest in both elements and financially support both.

It will come as no surprise to report that FOSM activities, like so many others in the year were, severely curtailed by the Covid 19 epidemic. In a normal year we could have expected to have reported on the annual Haddenham Youth Music Festival, but this was not possible to stage. Equally we have been privileged to have had financial support from the Haddenham Witchert Chorale – a regular supporter of FOSM over the years- in recognition of the part the building plays in hosting many of their concerts. So the income was limited to the regular giving of numbers of 'Friends' and the additional Gift Aid that could be claimed on those gifts.

We had no outgoings during the year, which has enabled funds to be replenished. FOSM's accounts are integrated into those of the Church, so the details are included amongst the financial reports provided by the Treasurer.

The age demographic of FOSM is such that we become aware of the loss of a 'Friend' all too frequently and we have not been able to replace them to maintain membership levels. Nevertheless, the contributions of those remaining are most welcome and valued and we look forward to future opportunities to actively promote new membership.

Late in the year the Church Wardens approach FOSM to contribute towards the maintenance work identified in the recent quinquennial and we were pleased to commit £15,000 to those costs.

The FOSM committee (formed in January 2011) has now been reduced to John Brown CBE, a designated Church Warden (to comply with our constitution) and me. We repeat the annual appeal that we would welcome new people to the committee who might hopefully provide new enthusiasm and ideas to this cause.

Tony Belgrove

10.Resources: Fabric Report for the Church, St Mary's Centre and The Old Schoolhouse

Church:

Completion of outstanding remediation work following the Electrical Inspection Condition Report (EICR) performed as part of a regular check of the Church electrics in 2019.

Installation of an additional security gate at the top of the boiler-house steps to prevent any potential fall down the stairs to the gate at the bottom.

Improved draughtproofing and sealing around the side door has been carried out.

High-intensity luminescent tape installed along ramp leading to side-chapel/ chancel.

Outstanding Work:

- Installation of a flagpole in the churchyard (early 2021).
- Quinquennial Report repairs to east side and clockface (mid 2021)

St Mary's Centre:

Completion of outstanding remediation work following the Electrical Inspection Condition Report (EICR) performed as part of a regular check of the Centre electrics in 2019.

Upstairs small kitchen has been refurbished.

Flooring replaced in entrance hall, hallway outside Small Hall, lobby at rear entrance and throughout toilets.

Redecoration carried out in entrance lobby, stairs and landing. Plaster repairs and decoration carried out in lobby at rear entrance

Outstanding work:

- Repair to cracked and leaning brick wall at rear – this has been notified to property owner that shares boundary with St Mary's Centre, but no agreement on way forward at present.
- Insulating the ceiling of the Attic room (carried over from previous years, but not considered urgent).
- Replacement of rotten/missing closure boards at eaves (mid 2021).
- Replacement of warped/ill-fitting front door.
- Garden space at rear (after brick wall has been safely resolved)

Old School House:

Bathroom refurbished during gap in tenancy.

Periodic electrical installation inspection (Domestic EICR) carried out and update/remediation work performed during gap in tenancy.

Outstanding work:

- Periodic on-going redecoration during gaps in tenancy
- Replacement of side gate (early/mid 2021)

- Replacement of old radiators

Colin Brackley

Treasurer's Report

Executive Summary

- **On the General Fund (the 'housekeeping account') we had a slightly increased surplus of £9,531 compared to 2019 when we had a surplus of £8,393.**
- **The Tithe will be paid at the usual rate of 10%.**
- **Fund expenditure exceeded income by £3,118 (2019 £28,973 surplus).**
Resources in particular had a heavy year with considerable expenditure on Old School House and St Mary's Centre. Given the age and character of our buildings, a reasonable balance is prudent in this Fund.
- **Resources is a Fund set up by the PCC: its money is used to repair the Church, Old School House and St Mary's Centre. Its day to day income is principally rent obtained from the letting of Old School House. The Fund ended the year with £30,102 (2019 £42,023) in unrestricted funds, plus other restricted/designated monies. After allowing for creditors and debtors the balance was £29,286 (2019 £42,053).**
- **The Millennium Fund will be closed during 2021 and its accumulated monies transferred appropriately. Rushton and Squire Funds closed during 2020.**
- **The General Fund results show a remarkable achievement in maintaining a reasonable surplus during a global pandemic with all this has meant for Church life and our own lives. Our Giving income has dropped slightly, as might**

have been expected with no services being held in Church, as has that from St Mary's Centre lettings, Occasional Office fees for Weddings etc., but this has been counterbalanced by a drop in expenditure. Expenditure remains tightly controlled, and reduced overall. Our finances overall require careful management though a remarkable amount is achieved with limited funds.

Introduction

1. The end of year financial statements were put on public display in the church over two weeks ago and e-mailed to church members. A limited number of hard copies is available tonight. The statements have been produced in accordance with Church Accounting Regulations and the Charity Commission's Statement of Recommended Practice, commonly known as the SORP. They have been Independently Examined by Catherine Chapman.
2. The purpose of this paper is to give you an overview of our income and expenditure during 2020 and then comment on how well placed we are to meet the financial challenges of 2021 and beyond.

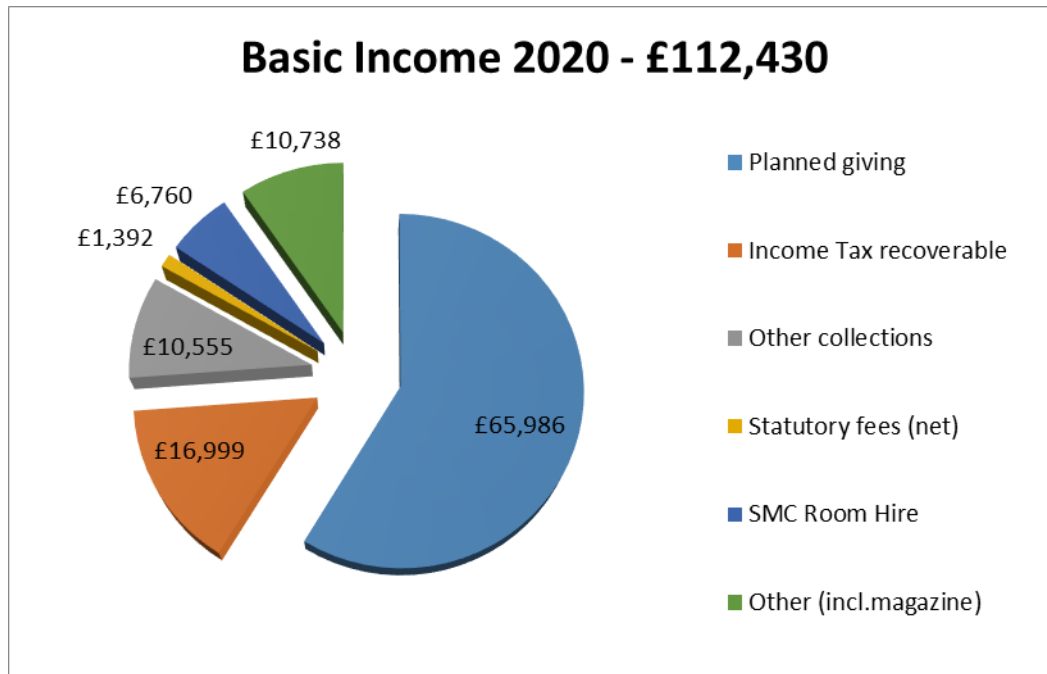
Income

3. As described in our end of year financial statements, our income is kept in a variety of funds. But whatever the account or category of income, our funds consist of three types, namely, **unrestricted**, **designated** and **restricted**. Our **unrestricted money** is not subject to any special restriction regarding its use and is kept in our General Fund. The use of **designated money** is defined by the PCC and could later be re-allocated by the PCC if circumstances changed. The use of **restricted money** is specified by the donor and, unless specifically agreed at the

time of the donation, cannot be altered by the PCC without further consent from the donor. This all means that some of our assets are ring-fenced for particular purposes and this can lead to problems when unexpected financial requirements arise.

4. Our total income in 2020 was £133,511 (2019 £170,717), which comprised £112,431 (2019 £120,621) of unrestricted or **basic** income and £21,081 (2019 £50,096) of restricted and designated or **supplementary** income. The basic income is kept in the General Fund (see page 2 of the Financial Statements) and the supplementary income is spread across the Millennium Fund, the Squire Fund, the Friends of St Mary's Fund, the Rushton Memorial Fund and the Resources Fund (see pages 3 to 9 of the Financial Statements). There are also a series of Embedded Funds located in the General Account (see page 17 of the Financial Statements). Descriptions of these funds are shown on pages 13 & 14 of the Financial Statements.

Basic Income.

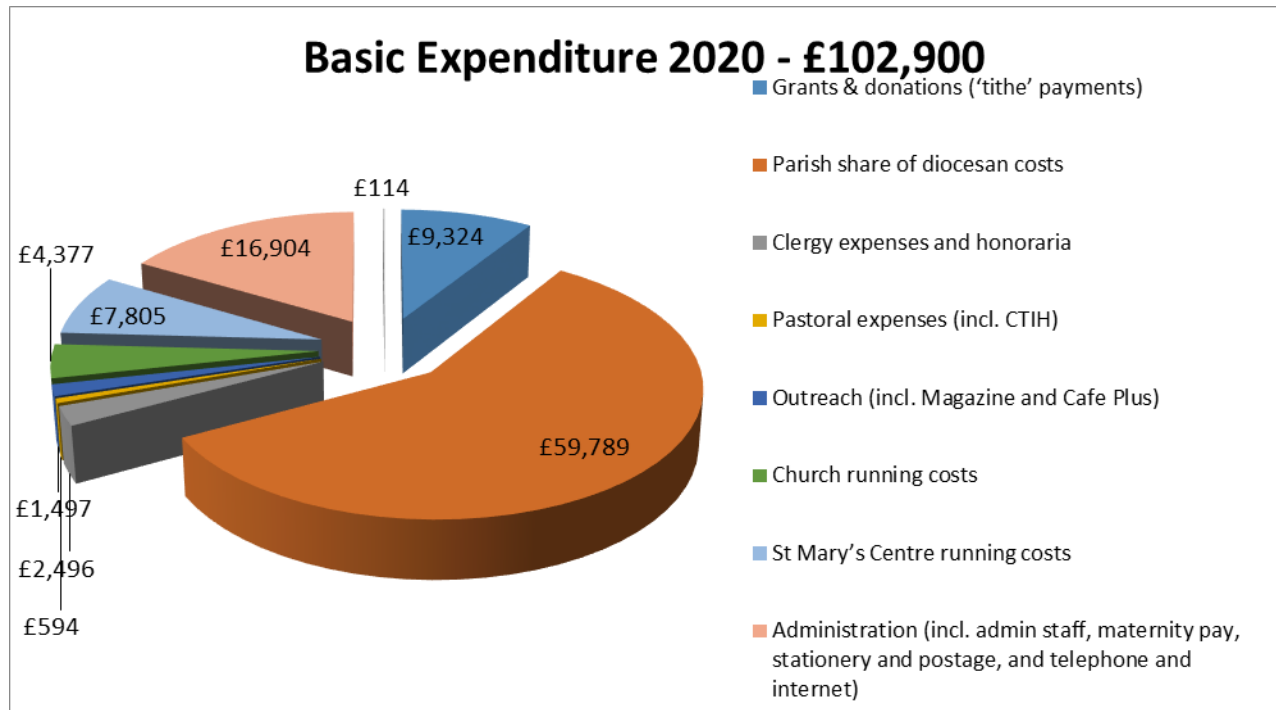


The bulk of our **basic income** comes from general donations. These can be significantly enhanced by the gift aid scheme, including the new Parish Giving Scheme, under which we can recover income tax paid by the donors. In 2020, this accounted for 22% of our planned unrestricted donations. The remainder of our **basic income** comes from statutory services, photocopying, Directory advertising, hiring out the church for concerts, income from the attic rooms in St Mary's Centre, and other activities.

5. Supplementary Income. Our **supplementary income** for 2020 was distributed across the various funds. This income is derived from a variety of sources including donations, responses to appeals, rent from the letting of Old School House, fundraising activities, interest, membership fees to Friends of St Mary's, grants from trusts and inter-fund transfers.

Basic Expenditure

6. Our basic or unrestricted expenditure for 2020 was £102,900 (2019 £112,228) which resulted in a surplus of £9,531 (2019 £8,393). It is summarised below:



7. The largest portion of basic expenditure (60%) comprises our Parish Share commitment and clergy costs. The latter comprise expenses and honoraria and are shared across the benefice in proportion to the relative values of parish share paid by the individual parishes.

8. The worship and mission portion includes outreach, pastoral expenses, and non-clergy training. During 2020 Youth and Children work was financed from a generous donation.

9. No transfer has been necessary from the General Fund to the Resources Fund in 2020 to finance expenditure, despite the large amounts expended from the latter Fund. The Friends of St Mary's Fund was in the past able to finance many of the major works that were required but FoSM's funds have been

depleted. Further major assistance from this Fund will be limited unless it is able to rebuild its finances in future years. Resources will continue to face a number of challenges and transfers from General Fund to Resources may well be necessary in future years.

10. The tithe is allocated and disbursed after the APCM for the year covered by the financial statements. The amount for disbursement during 2021 (but for 2020) is £9,324.
11. The tithe distribution for 2019 (recorded in the 2019 accounts but spent during 2020) is shown below. In addition, the costs of the BRF Barnabas Days for the local schools were covered and bibles were provided for St Mary's school leavers.

£

The Bible Reading Fellowship	2,000
CMS	2,000
Worldwide Evangelization Crusade	2,000
DHF Cambodia	2,000
Christian Aid	862
Tearfund (Covid-19 appeal)	500
Tearfund	500
Total:	9,862

The sum of £500 was brought forward from the previous year. A similar underspend of £500 will be carried forward to the following year.

12. **Supplementary Expenditure** The supplementary (i.e. restricted and designated) expenditure for 2020 was £43,357 (2019 £21,123). It was distributed across the funds as shown in the accounts.

13. A Quinquennial survey of the church and churchyard was undertaken during 2017 and although this disclosed a number of issues requiring expenditure, the position was a great improvement on the previous survey. Some expenditure is required but this continues to be prioritised and planned by the Resources Sub-committee. Major expenditure on stonework repairs is currently scheduled for 2021 and grant applications have been made to various funding sources.

Further small contributions were received in the Boiler and SMC Heating Funds during 2020 and as these exceeded routine expenditure on the equipment, they remain in those Funds at present.

Thus, the General Fund did not have to subsidise Resources in 2020 but given the challenges faced by this fund, that situation may well change in future years.

It should be noted that, having deducted the amounts for tenancy deposit totalling £1,615, the unrestricted cash available to spend in the **Resources Fund** at year end reduces to **£25,826**.

Situation at end of 2020

14. During 2020 we met all our commitments and ended the year with total assets (across all Funds) of £265,034, a decrease of £3,118 over the previous year's figure of £268,152. Although this seems a high figure it must be remembered that it includes £107,966 for the book value of St Mary's Centre and which would not be easily realised as the property could hardly be sold. The net current assets of £65,257 in the General Fund include a reserve in accordance with the Reserves Policy that we are obliged by charity law to publish and review annually. This follows:

Reserves Policy

The PCC has examined the charity's requirements for reserves in light of the main risks to the organisation. These risks include the costs of maintaining a medieval Church building which can suffer from sudden deterioration that is expensive to remedy and Victorian buildings comprising St Mary's Centre and Old School House which are also requiring considerable funds to maintain them in a satisfactory condition. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be a minimum of two months of expenditure. In the year to 31st December 2020 General Fund expenditure was £102,900 and expenditure for 2021 is likely to be of the same order, therefore the target is £17,150 in general funds. The reserves are needed to meet the working capital requirements of the charity and the PCC is confident that it would be able to continue the current activities of the charity in the event of a significant drop in funding.

As at 31st December 2020 £93,176 was held in 'immediate call' cash accounts; after deducting creditors and Fund balances (and pessimistically ignoring debtors) the figure reduces to £53,467 which was well over target. The PCC considers this a satisfactory position.

The PCC reviews the reserves policy annually.

Forecast for 2020

Basic Income and Expenditure. 2020 has been a truly extraordinary year with an unforeseen global pandemic causing much disruption to our normal lives, both as individuals and as a church. Despite this we have managed to carefully control our finances and remain in a healthy position overall. Costs inevitably increase, and the overall position remains challenging and expenditure has to be kept under constant watch. Resources may well need further money to cover essential repairs which can be of considerable size when they arise. Our basic income needs to continue to increase so that we can continue all our activities. The increased surplus in 2020 was very welcome but our finances may well come under further pressure during 2021, depending on the process of fighting Covid-19.

15. Supplementary Expenditure. Restricted and Designated assets have decreased from £104,460 to £92,191. These are not all available for immediate spending and we continue to have some daunting financial requirements.

Conclusion

16. In conclusion, we need a steady and increasing stream of basic income to pay our way and expand our activities and we need bursts of supplementary

income to keep things working and well maintained and to improve our facilities.

It is extremely encouraging that we achieved a satisfactory surplus in 2020 but the impact of Coronavirus may well continue to present major challenges in the year ahead.

17. I would like to thank for their outstanding support our Administrator Julie Wing, and my other colleagues. I would also like to thank our Independent Examiner, Catherine Chapman, for her much appreciated guidance.

18. I offer the financial statements and this accompanying report to you for approval.

David Morris FRSA
Honorary Treasurer

11. Planned Giving and Stewardship Report

Like many other organisations and businesses St Mary's Church has fixed overheads and regular costs which must be met year in and year out. Those costs are met in small part by statutory charges such as weddings and funerals and from rental income from St Mary's Centre bookings, but the vast majority of those costs are met from regular and faithful giving on the part of the congregation.

St Marys' Church is well served by the majority of the core members giving regularly; be that weekly, monthly, quarterly or annually; by standing order, one off cheques or weekly envelopes. So when Covid 19 struck, the income, for the

most part, continued. A small number of Church members who have by choice chosen to give by envelope recognised that their normal method of giving at services had disappeared and arranged standing orders to continue their support. In my last two reports I warned, firstly, of the risk that 'unplanned' giving (i.e. the cash collections) might exceed the 'Gift Aid Small Donations Scheme' limit. This scheme allows us to top up our 'unplanned' income by claiming a 25% tax refund on this income. Last year I bemoaned the fact that unplanned giving *had* exceeded the Revenue's limit and we had missed the opportunity to maximise our giving; we failed to be good stewards. At that time there was no way of predicting that cash collections would play such a small part in the Church's income in the coming year. But what it does illustrate is the importance to St Mary's that income is pledged and forthcoming and not dependant upon collections at services or other gatherings. Without 'Planned Giving' and the discipline of giving that goes with it - together with the additional tax refund income – the financial position of St Mary's going into 2021 would have been a serious problem.

Stewardship Committee

The Stewardship Committee met in January and along with other subjects, we discussed ways by which we could encourage committed giving by the newer members of the congregations who were becoming regular attendees at Sunday services. Little did we know...!

A. M. Belgrove – Planned Giving Officer

**PAROCHIAL CHURCH COUNCIL OF ST. MARY THE VIRGIN,
HADDENHAM**

FINANCIAL STATEMENTS

YEAR TO 31 DECEMBER 2020

CONTENTS	Page
INDEPENDENT EXAMINER'S REPORT	2
GENERAL FUND	3
MILLENNIUM FUND	4
DEVELOPMENT/ SQUIRE FUND	5
FRIENDS OF ST MARY'S FUND	6
RUSHTON MEMORIAL FUND	7
RESOURCES FUND	8-9
STATEMENT OF FINANCIAL ACTIVITY	10
BALANCE SHEETS	11
SIGNATURE SHEET	12
NOTES TO THE FINANCIAL STATEMENTS	13-17

(THE NOTES FORM PART OF THE FINANCIAL
STATEMENTS)



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Parochial Church Council of the ecclesiastical parish of St Mary the Virgin Haddenham in the County of Buckingham and the Diocese of Oxford

**On accounts for the year
ended**

31 December 2020

**Charity no
(if any)**

1132319

Set out on pages

This page only

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2020

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Date:

Name:

Catherine M E Chapman

Relevant body:

Chartered Institute of Management Accountants

Address:

78 Wytham Street, Oxford, OX14TW

GENERAL FUND**INCOME AND EXPENDITURE**

	Note	<u>2020</u>	<u>2019</u>
		£	£
INCOME	1.3		
<u>Incoming Resources from donors</u>			
Planned giving		65,986	68,599
Income Tax recoverable	2	16,999	18,084
Other collections	4	10,555	11,940
		<u>93,541</u>	<u>98,622</u>
<u>Other income</u>			
Statutory fees (net)		1,392	4,795
SMC Room Hire		6,760	13,827
Other (incl.magazine)	4	10,738	3,377
		<u>18,890</u>	<u>21,998</u>
TOTAL INCOME		112,431	120,621
EXPENDITURE	1.4		
Grants & donations ('tithe' payments)		9,324	9,862
Parish share of diocesan costs		59,789	62,957
Clergy expenses and honoraria		2,496	2,872
Pastoral expenses (incl. CTIH)		594	630
Outreach (incl. Magazine and Cafe Plus)		1,497	2,487
Church running costs		4,377	5,382
Contribution to Haddenham.net		25	25
Children & Youth		0	0
St Mary's Centre running costs		7,805	9,971
Administration (incl. admin staff, stationery and postage, and telephone and internet)		16,879	17,537
Bank charges		114	506
		<u>102,900</u>	<u>112,228</u>
TOTAL EXPENDITURE		102,900	112,228
NET INCOME (EXPENDITURE)		<u>9,531</u>	<u>8,393</u>
FUND BALANCE BROUGHT FORWARD		<u>163,691</u>	<u>155,298</u>
BALANCE CARRIED FORWARD (FIXED ASSETS + NET CURRENT ASSETS)	1.5	173,223	163,691

MILLENNIUM FUND Note 1.2

	Note	<u>2020</u> £	<u>2019</u> £
INCOME AND EXPENDITURE			
INCOME			
Donations		780	780
Income Tax Recoverable	2	135	135
		915	915
EXPENDITURE			
Charitable Donations		78	78
Transfer to General Fund		423	0
		501	78
NET INCOME FOR THE YEAR		414	837
BALANCE BROUGHT FORWARD		3,510	2,673
BALANCE CARRIED FORWARD		3,924	3,510
BALANCE SHEET			
CURRENT ASSETS			
Debtors	2	176	1,014
Cash at Bank		5,679	4,349
		5,855	5,363
CREDITORS : Amounts due within one year			
Creditors and Accruals	3	1,931	1,853
		1,931	1,853
NET ASSETS CARRIED FORWARD		3,924	3,510

DEVELOPMENT/SQUIRE FUND (CCLA Deposit Account)

Note 1.2

	<u>2020</u> £	<u>2019</u> £
INCOME AND EXPENDITURE		
Interest receivable	0	0
Donation	0	0
EXPENDITURE		
Transfer to General Fund	21	0
NET INCOME FOR THE YEAR	-21	0
BALANCE BROUGHT FORWARD	21	21
BALANCE CARRIED FORWARD	0	21
BALANCE SHEET		
CURRENT ASSETS		
Deposit: Central Board of Finance	0	21
Owed to General Fund (FOSM transfer)	0	0
NET ASSETS CARRIED FORWARD	0	21

FUND CLOSED IN 2020

FRIENDS OF ST MARY'S FUND Note 1.2

	<u>2020</u> £	<u>2019</u> £
INCOME		
Membership	1,520	1,435
Income tax recoverable	427	1,655
Events	0	0
Donations	200	9,065
Total Income	2,147	12,155
EXPENDITURE		
Transfer to Resources Fund	0	0
Events	0	0
Other	0	0
Total Expenditure	0	0
NET EXPENDITURE/INCOME FOR THE PERIOD	2,147	12,155
Balance brought forward	17,950	5,795
NET BALANCE CARRIED FORWARD	20,097	17,950
BALANCE SHEET		
CURRENT ASSETS		
Bank current account	19,717	17,626
Debtors	380	325
	<u>20,097</u>	<u>17,950</u>
CREDITORS : Amounts due within one year		
Creditors and Accruals	0	0
	20,097	17,950

Notes:

Debtors include Gift Aid claimed but not yet received

RUSHTON MEMORIAL FUND (CCLA Deposit Account) Note 1.2

	<u>2020</u> £	<u>2019</u> £
INCOME		
Interest receivable	1	3
Net Income	1	3
EXPENDITURE		
Piano Tuning	0	0
Music Folders	0	0
Transfer to Music Fund	279	0
Net Expenditure	279	0
NET INCOME/ EXPENDITURE FOR THE YEAR	-278	3
FUND BALANCE BROUGHT FORWARD	278	275
FUND BALANCE CARRIED FORWARD	0	278
Represented by:		
Deposit Central Board of Finance	0	428
Owed to General Fund	0	-150
	0	278

FUND CLOSED IN 2020

RESOURCES FUND Note 1.2

	<u>2020</u> £	<u>2019</u> £
INCOME AND EXPENDITURE ACCOUNT		
INCOME		
Rents receivable	11,800	13,300
Other income	260	170
Transfer from Friends of St Mary's Fund	0	0
	<u>12,060</u>	<u>13,470</u>
Boiler Fund:		
Donations and Fundraising	<u>120</u>	<u>120</u>
St Mary's Centre Refurb Fund (2)	<u>0</u>	<u>1,600</u>
St Mary's Centre Heating Appeal Fund	<u>70</u>	<u>640</u>
Old School House Refurb Fund	<u>2,200</u>	<u>3,500</u>
TOTAL INCOME	14,450	19,330
EXPENDITURE		
Maintenance/Projects		
Church	5,671	2,047
St Mary's Centre	16,780	2,892
Old School House	5,806	931
	28,257	5,870
Audio Visual Appeal		
Expenditure	55	268
Boiler Fund:		
Expenditure	0	0
St Mary's Centre Refurb Fund (2)	0	1,600
St Mary's Centre Heating Appeal Fund	0	0
Old School House Refurb Fund	8,121	0
TOTAL EXPENDITURE	36,432	7,738

RESOURCES FUND (continued)

NET EXPENDITURE/INCOME FOR YEAR	-21,983	11,591
BALANCE BROUGHT FORWARD	52,084	40,493
BALANCE CARRIED FORWARD	<u>30,102</u>	<u>52,084</u>

2020

£

2019

£

BALANCE SHEET**CURRENT ASSETS**

Bank Deposit Account	30,195	30,195
Debtors	799	30
Owed by(+)/to(-) General Fund	722	23,474
	<u>31,716</u>	<u>53,699</u>

CURRENT LIABILITIES

Creditors (Including rent in advance)	0	0
Tenancy Deposit	1,615	1,615
	<u>1,615</u>	<u>1,615</u>

NET ASSETS OF FUND CARRIED FORWARD**30,102****52,084****REPRESENTED BY
RESTRICTED/DESIGNATED FUNDS**

Audio Visual Fund	721	776
General Resources Fund	27,441	43,638
St Mary's Centre Refurb Fund (2)	0	0
St Mary's Centre Heating Appeal	710	640
Boiler Fund	780	660
Old School House Refurb Fund	450	6,371
	<u>30,102</u>	<u>52,084</u>

STATEMENT OF FINANCIAL ACTIVITY

	Unrestricted	Restricted /Designated	Total 2020	Total 2019
INCOME	112,431	21,081	133,511	170,717
EXPENDITURE	102,900	43,357	146,214	133,349
NET INCOME FOR YEAR	9,531	-12,269	-3,118	37,368
INCREASE/DECREASE IN TOTAL FUNDS	9,531	-12,269	-3,118	37,368

BALANCE SHEETS

	Note	Unrestricted	Restrict ed /Designa ted	Total 2020	Total 2019
Freehold Property	1.5	107,966		107,966	107,966
		107,966		107,966	107,966
CURRENT ASSETS					
Cash and Bank		93,176	55,591	148,767	159,329
Debtors and Prepayments	2	6,396	722	7,118	29,372
Fund Balances		0	27,636	27,636	30,615
Inland Revenue	2	5,393	1,356	6,749	10,116
Sub-totals		104,965	95,658	200,624	229,433
CURRENT LIABILITIES					
Creditors	3	12,073	3,546	15,619	38,631
Fund Balances		27,636	0	27,636	30,615
Sub-totals		39,709	3,546	43,255	69,247
NET CURRENT ASSETS	5	65,257	92,191	157,067	160,186
NET ASSETS		173,223	92,191	265,033	268,152
FUND ACCOUNT BALANCES					
Balance from last year		163,691	104,460	268,152	230,784
Increase/Decrease in funds		9,531	-12,269	-3,118	37,368
Carried forward to next year		173,223	92,191	265,034	268,152

Approved at the APCM on

Signed by:

D.P. Morris Treasurer

D Brackley Churchwarden

V Walker Churchwarden

NOTES TO THE ACCOUNTS

1.1. Scope of financial statements. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 together with the applicable standards and the Charities Act 2011, and also in accordance with the Financial Reporting Standard issued July 2014. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the transactions of church groups that owe their main affiliation to another body nor transactions of informal gatherings of Church members. The following accounts, which are looked at annually by the Church Treasurer, are not included in this statement:

1.1.1. The Monday Fellowship Account. The Monday Fellowship is financially self supporting, income arising from collection made by attendees and Bring and Buy sales. The money is used to fund activities, including speakers expenses, and for charitable donations.

1.1.2. The Bible Reading Notes Account. The cost of bible reading notes largely offset by the subscriptions. The annual small surplus, and occasional donation, is either carried forward or passed to the General Account.

1.1.3. Hardship Fund. The Hardship Fund is a confidential account under the control of the Rector and Church Wardens. Its income derives from collections at baptisms, weddings and funerals and occasional donations. As at the year end any monies in the embedded fund had been transferred to the separate account. The total amount of this Fund was 2297.82 on 31.12.20.

1.1.4. Thursday Morning Collections. Thursday morning collections are accounted for separately. They are used to make the occasional donations to the local Roman Catholic Church, where the St Mary's Thursday Morning communion services are held, and to cover expenses for visiting preachers. Any surplus is passed to the General Fund.

1.1.5. Aperitif Recitals. These are occasional organ recitals held in the church and the proceeds are mainly devoted to the upkeep of the organ and associated equipment.

1.2. Classification of Funds. General funds are not subject to any special restriction regarding their use. Funds that may only be applied for particular purposes are Designated or Restricted. Designated funds are normally specified for a particular use by the PCC; restricted funds are specified for a particular use by the donor. The current Restricted/Designated funds are as follows:

Millennium Fund

The Millennium Fund was used for the Millennium I and II Projects. These have now been completed. The Fund was to be wound up in 2020 but this has been delayed.

Friends of St Mary's Fund	The Friends of St Mary's Fund is administered by a committee on behalf of the PCC. The purpose of the Friends of St Mary's (FoSM) is to raise funds towards the maintenance of the fabric of the church and the churchyard.
Development/ Squire Fund	The Development Fund was set up after receipt of the Squire Bequest in 2003. It was controlled by the Rector and Churchwardens and has been used predominantly to support the Millennium II Project. It has now been closed and will not appear in future accounts
Rushton Memorial Fund	The Rushton Memorial fund was a restricted fund set up for the support of church music. It was set up in 1966. This fund has now been closed and will not appear in future accounts. The remaining balance has been transferred to a new embedded fund (Music).
Resources Fund	The Resources Fund (previously called the Maintenance Fund) is used to finance routine and major maintenance and project costs.
Embedded Funds	Funds are embedded in the General Account for various purposes, including support for children and young people.

1.3. **Income.**

1.3.1. Voluntary Income. Voluntary income is recognised only when received by or on behalf of the PCC. Planned giving receivable under covenant or gift aid is recognised only when received and income tax recoverable on donations is recognised when the related donation is recognised, except for the Friends of St Mary's Fund where tax recoverable is recognised on receipt. Grants and legacies are accounted for at the point the resources pass under the control of the PCC.

1.3.2. Other Income. Rental income from the letting of premises is recognised over the period to which it relates. Magazine income is derived from advertising. Interest payable / receivable on bank accounts is recognised on a cash basis. All other income is recognised on an accrual basis.

1.4. Expenditure.

1.4.1. Grants and Donations. All grants and donations made by the church are approved by the PCC or made within guidelines laid down by the PCC. "Tithe" payments of up to 10% are allocated out of donated income. This amount is accrued for in the period in which the income is brought into account.

1.4.2. Parish Share. The parish share of Diocesan central costs is accounted for when payable.

1.4.3. Other Expenditure. All other expenditure is accounted for on an accrual basis.

1.5. Fixed Assets.

1.5.1. Consecrated Land and Buildings and Moveable Church Furnishings. Consecrated land and beneficed property is excluded from the accounts by the Charities Act 2011. No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal.

1.5.2. Freehold Property. Freehold property (£107,966) represents St. Mary's Centre and The Old School House and is carried in the balance sheet at cost. A formal valuation has not been made. However, the market value is considered to be not less than the cost shown.

1.5.3. Other Fixtures, Fittings and Office Equipment. Expenditure on other fixtures, fittings and office equipment is written off when the assets are acquired.

2. **Debtors.** The amounts receivable include tax repayable on tax efficient income.

3. Creditors: Amounts Falling Due Within One Year.

	<u>2020</u>	<u>2019</u>
	£	£
General Fund Creditors comprise:		
Grants and donations accrued ('tithe' payments)	9,324	9,862
Owed to Resources Fund	961	23,474
Accounts payable and accrued	1,788	1,678
	12,073	35,014

Specific Fund Creditors comprise:

Millennium Fund re tithes	1,931	1,853
Rushton Memorial Fund	0	150
Resources - Tenancy deposit	1,615	1,615
Friends of St Mary's Fund	0	0
	3,546	3,618

TOTAL IN BALANCE SHEET	15,619	38,632
-------------------------------	---------------	---------------

4. "Other" Income – General Fund.

	<u>2020</u>	<u>2019</u>
	£	£
Other collections		
Unplanned CAF and tax efficient income	8,922	5,062
Wall box and Sundry	65	108
Loose Collections	1,569	6,769
	10,555	11,940

Other

Church Income (incl. church hire)	3740	456
Parish Council (Electricity contribution)	294	189
Investment Income	227	173
Photocopying	142	348
Sundry and Other Income	6,336	2210
	10,738	3,377

5. Restricted/Designated Funds (See note 1.2)

	<u>2020</u>	<u>2019</u>
	£	£
(a) Separate funds		
Millennium Fund [R]	3,924	3,510
Development/Squire Fund [D]	0	21
Friends of St Mary's Fund [R]	20,097	17,950
Rushton Memorial Fund [D]	0	278
Resources Fund [D]	30,102	52,084
	64,554	73,843

(b) Embedded funds in the General Account

	<u>2020</u>		<u>2019</u>
		Increase Decrease	
Children and Young People (CYP) [R]	15,345	2,586 1,371	14,130
Parish Weekend [D]	135		135
Benefice Merger Fund [R]	0	959	959
Christmas Card [D]	0	57	57
Easter Lilies Fund [R]	5	0 0	5
Hardship Fund [R]	0		0
Christmas Tree Festival [R]	27	25 700	702
Christmas Collections [R]	0	0 542	542
Holiday at Home [D]	279		279
Social Events Fund [D]	957		957
Ordinand Fund [D]	112		112
Delia Neale Bequest [D]	0	1,800	1,800
Melva Brown Legacy (D)	200	200	0
Church Furnishings Fund (Prev. Filming Proceeds) [D]	3,008	192	3,200
Music in Quiet Places [D]	0	447	447
Music Fund (Rushton Bequest) (D)	278	278	0
Welcome Packs Deanery Grant [R]	445		445
Tithe Unspent [D]	500	500 500	500
Masquerade Ball Fund [R]	2,421		2,421
Weekend Away Fund [R]	3,925		3,925
	27,636	3,589 6,568	30,615
Total in Balance Sheet	92,191		104,458

Notes:

5.1 Income and expenditure within the embedded funds are shown gross in the Statement of Financial Activity on page 11 and are included in the balance sheet on page 12.

5.2 Funds are shown as [D] Designated or [R] Restricted

6. Expenditure on Independent Examination of Accounts

The Independent Examiner's fee has been estimated for 2020 at £0

7. Employees	<u>2020</u>	<u>2019</u>
	£	£
Staff Costs		
Gross Salary/Wage	10,526	9,591
Employer's National Insurance	0	0
Employer's Pension Contributions	129	139
Any Benefits	0	0
Total	10,655	9,730
Average number of Employees	1	1



Section A

Independent Examiner's Report

Report to the trustees/
members of

The Parochial Church Council of the ecclesiastical parish of St Mary the Virgin Haddenham in the County of Buckingham and the Diocese of Oxford

On accounts for the year
ended

31 December 2020

Charity no
(if any)

1132319

Set out on pages

This page only

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2020

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.


Independent
examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Signed:


Date: 16 July 2021

Name: Catherine M E Chapman

Relevant body: Chartered Institute of Management Accountants

Address: 78 Wytham Street, Oxford, OX14TW