

ST MICHAEL THE ARCHANGEL, ALCOMBE

Registered Charity No: 1132449

The Parochial Church Council of
St Michael the Archangel, Alcombe

Annual Report and Financial Statements

Year ended 31 December 2022



PAROCHIAL CHURCH COUNCIL OF
ST MICHAEL THE ARCHANGEL ALCOMBE
Trustees Annual Report To Year end 2022

ADMINISTRATIVE INFORMATION

St Michael the Archangel Church is situated in Church Street, Alcombe, Minehead. It is part of the Diocese of Bath and Wells within the Church of England. The correspondence address is St Michael the Archangel Church, Church Street, Alcombe, Minehead, Somerset. TA24 6BL

The Parochial Church Council (PCC) of St Michael the Archangel, Alcombe was entered in the Register of Charities on 4 November 2009: the registration Number being 1132449

PCC members who have served from 1st January 2022 until the date this report was approved are:

	<i>Name</i>	<i>Post</i>	<i>Dates if part year:</i>
<i>Incumbent:</i>	Revd. Kenneth Cross	Chairman	
<i>Curate:</i>	Revd Nicola Butcher		
<i>Readers:</i>	Lesley Edwards, Mike Lee		
<i>Wardens:</i>	Mrs Sue Smith	Vice Chairman	
<i>Deputy Wardens</i>	Mr Lyn Edwards & Mrs Jane Jones.		
<i>Elected Members</i>	Mrs Audrey Bateman	Treasurer	
	Mrs Pauline Bennett	Secretary	Until April 2022
	Mrs Sheelagh Spink	Secretary	From April 2022
	Mrs Ruth Gasperini		
	Mrs Julia Harper		
	Mr Terry Chivers		Until April 2022
	Mr Lyn Edwards		
	Mrs Jane Jones		
	Mrs Pat Watkins		
	Mrs Katrina Midgley		Until February 2022
	Mr Mike Lee		
	Ms Lesley Edwards		
	Mr Jonathan Mills	Electoral Officer	Roll Co-opted November 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. There is no formal induction or training of new PCC members, they are however advised and aware of their responsibilities as Trustees. PCC members are not remunerated. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The National Westminster Bank, Minehead, is the PCC bank. The West Somerset Food Cupboard funds were held in a separate account with HSBC Bank in Minehead. Mr Nick Shattock of Overstream, Porlock, is the appointed Independent Examiner.

OBJECTIVES AND ACTIVITIES

St Michael the Archangel PCC has the responsibility of co-operating with the incumbent, the Rev'd Kenneth Cross in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church of St Michael the Archangel and has completed a three phase building development programme.

RISK REVIEW

The PCC makes every endeavour to maintain a safe environment for all its activities, worship, church and buildings. A review of the parish property has been undertaken during the year.

The PCC and clergy endeavour to maintain the highest standards of care when dealing with the public, church members and vulnerable people.

MISSION AIMS

1. We remain committed to discerning the vocation of every member of the church community.
2. We seek to build an all-age community of Christians to serve the Parish of Alcombe and ensure that young families are welcomed.
3. We strive to foster Christian witness and devotion through high standards of worship and music in the Church.
4. We intend to support the ministry of Christian Pastoral Care and respond to the needs of the people we serve.
5. We will develop opportunities to nurture Christian discipleship and provide for those who seek to know more of our faith.
6. We continue to provide sufficient resources to fund the mission of the Church in Alcombe and beyond.
7. We rejoice in developing closer links with our Local Ministry Group partners in the Parish of Minehead and the opportunities that this will present.

- 8 We will contribute to the creation of a new Benefice, joining with Dunster, Wootton Courtenay and Timberscombe forming new relationships into the future.

ACHIEVEMENTS AND PERFORMANCE

Church Attendance

From January 2022 - December 2022 the Church was able to return to some form of normality. However, some congregants felt slightly reticent to join in with services and thus the incumbent continued to video the Sunday service for those able to access the internet and contact was still maintained with the weekly letter being distributed. These arrangements continue as this report is prepared.

As at 31st December 2022 there were 97 parishioners on the Church Electoral Roll. Sunday Church services were resumed as Government guidelines allowed at the discretion of the incumbent and the PCC and risk assessments were undertaken prior to services. The average Sunday attendance was 46; Midweek services commenced as allowed and the average attendance was 5; Young Church attendance 3. However, efforts were maintained to keep in contact with all those who remained isolated and could not attend.

Review of the year

The ministerial team included Rev'd Kenneth Cross, and an extended pastoral team with support from retired priests. We welcomed our new Curate, Nicola Butcher, to the team in the late summer of 2022. Nicola was ordained Deacon, at Wells, on October 2nd.

During the year the PCC met 4 times, with 3 extraordinary meetings being called to discuss specific issues. The PCC operated through the following committee: Standing Committee in practice - taking on the role of Finance Committee, which met as and when required. A new PCC Secretary was elected at the APCM in April 2022.

SMA is committed to the Exmoor Youth Project and is supportive of the Youth workers. The work of the EYP continues but unfortunately there is some concern of its financial commitments. Strong links were maintained with the neighbouring parish of Minehead, and with others in the Exmoor Deanery.

The spiritual, pastoral, ecumenical and social fellowship of St Michael the Archangel (SMA) still thrives and all efforts were maintained to keep everyone connected during the year. Rev'd. Kenneth Cross, Rev'd Nicola Butcher, the retired Priests, readers, and others contributed to the prayers and liturgy that accompanied the correspondence which was distributed in person and via email and post to our church community. The Sunday Service continued to be regularly broadcast via 'You Tube', everyone was continually encouraged to connect as much as possible in whatever way they could with others. The pastoral work of the parish continues. Visits to the Residential Homes were resumed. A Lent course was offered. The Thursday coffee morning continued and a soup lunch on alternate Thursdays was introduced. Along with other churches in the neighbourhood a "Warm Space" was offered to help alleviate the anxieties of the evolving energy crisis.

Demands on the Food Cupboard fluctuated but generally remained high. 16,705 boxes have been distributed since the project began in 2007. As reported last year the WSFC took decisions to create a new trust and apply to the Charity Commissioners for Charitable status. These decisions were taken following investigation with the Charity Commissioners, endeavour and a resolution from the PCC and under the advice and guidance from the diocese of Bath and Wells. The application was made in April 2022, was successful and subsequently approved in July; the West Somerset Food Cupboard was

registered as an independent charity, with its own trustees. Funds were transferred to them at the end of August 2022. A food pantry was also set up and is used regularly. SMA continues to support the FC.

Work continued on caring for the fabric of the church with repairs and enhancement as necessary, with faculties applied for and granted. As this report is prepared SMA is awaiting a quinquennial review, expected in March 2023.

Financial contributions to the church continued, albeit reduced, and SMA was able to meet its Parish Share commitment, although this was only achieved by using our reserves. The Parish continued its wider missionary work. In 2022 it supported: Church Homeless Trust, Shelter, Médecins Sans Frontières and The Red Cross African appeal. Funds raised also went to the Ukraine and Afghanistan appeals through the DEC. A Young peoples' music concert was held with money raised being divided for the church and Ukraine. As always, the congregation is encouraged to support Christian Aid, independently.

Late in 2022 a new benefice was proposed in the Exmoor Deanery, combining the parishes of St Michael the Archangel, Alcombe; St George's - Dunster, St Petrock's - Timberscombe and All Saints - Wootton Courtenay. The process and consultations will be taking place over the next few months. We will be revising our mission aims in the autumn of next year, when the new benefice is created.

The PCC remains grateful for and appreciative of Rev'd. Kenneth Cross and his wife Sarah - Jane, the invaluable addition of our new Curate, Revd Nicola Butcher and what she has brought to the ministry of our church family, Retired Priests, Readers, and all others who contributed to maintain the connectivity within our church community, and help it to thrive.

The work of Churchwarden Sue Smith and her deputies in keeping the church safe, compliant and welcoming during testing times is, as always, recognized and much appreciated.

Sue Smith will be standing down as Church Warden at the APCM in April 2023, but continuing as Deputy Church Warden. She has cared for SMA for over twenty years. The list of her tasks cannot be overstated and we are extremely grateful for all the hard work, devotion and dedication she has put into this role.

The Rev'd Kenneth Cross and the PCC are grateful for all the support and faithfulness of SMA's congregation.

FINANCIAL REVIEW

Total incoming resources on ordinary unrestricted funds were £53,589 and are detailed in the Financial Statements. Including restricted fund income of £748 the total incoming resources amounted to £54,337.

Total resources used in the year were £66,430. The largest item of expenditure £45,144 was the Parish Share which is a payment to the Bath and Wells Diocesan Board of Finance to enable it to provide the parish with clergy and support services.

The Food Cupboard Funds have been transferred to the new charity.

The net result for the year was an excess of expenditure over income of £12,093.

RESERVES POLICY

The PCC has a policy to earmark a £30,000 reserve to cover cash flow and emergencies.

Approved by the PCC at their meeting on

23rd March 2023

and signed on their behalf by

Rev'd. Kenneth Cross

Chairman

PAROCHIAL CHURCH COUNCIL OF
ST MICHAEL THE ARCHANGEL ALCOMBE

Independent Examiners Report

I report on the accounts for the year ended 31 December 2022, which are set out on pages 8 to 13.

Respective responsibilities of trustees and examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with the accounting records

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nick Shattock
Overstream Tax and Accounting
Parsons Street
Porlock
Somerset
TA24 8QJ

31 March 2023

The Parochial Church Council of St Michael the Archangel Alcombe
Income and expenditure account for the year ended 31 December 2022

<u>Income</u>	<u>Note</u>	<u>Unrestricted</u> <u>funds</u>	<u>Restricted</u> <u>funds</u>	<u>2022</u>	<u>2021</u>
Tax efficient planned giving		26,544		26,544	28,215
Other planned giving		2,280		2,280	2,320
Collections at services		2,543		2,543	1,541
Other recurring giving (includes Gift days, fetes)		2,502		2,502	521
Non-recurring giving/donations (includes special ap-peals)				0	1,907
Charitable income			748	748	1,268
Other income		334		334	173
Tax recovered through Gift Aid		6,743		6,743	7,306
Legacies received				0	50,000
Fund raising (sponsored activities, jumble sales)		246		246	0
Interest/dividends received		1,952		1,952	1,100
Statutory fees retained by the PCC		4,676		4,676	4,398
Hall lettings		1,936		1,936	693
West Somerset Food Cupboard contribution		3,833		3,833	3,000
Total income		<u>53,589</u>	<u>748</u>	<u>54,337</u>	<u>102,442</u>

The Parochial Church Council of St Michael the Archangel Alcombe
Income and expenditure account for the year ended 31 December 2022 (continued)

<u>Expenditure</u>	<u>Note</u>	<u>Unrestricted funds</u>	<u>Restricted funds</u>	<u>2022</u>	<u>2021</u>
<u>Church Activities</u>					
Mission giving and donations		385	748	1,133	2,018
Diocesan Parish Share		45,144		45,144	45,144
Salaries and honoraria		2,073		2,073	3,037
Clergy expenses				0	24
<u>Church expenses</u>					
Mission and Evangelism, outreach, courses		828		828	798
Routine repairs and maintenance		388		388	620
Insurance		1,030		1,030	833
Miscellaneous: Printing, stationary, cleaning materials, telephone		1,863		1,863	2,057
Churchyards		1,025		1,025	1,332
Upkeep of services, organ tuning, worship materials choir robes		966		966	612
Young Church					
Church utility bills, electricity, gas, water		5,620		5,620	2,083
Fees - payments to Diocese		1,999		1,999	1,791
Miscellaneous expenditure		124		124	310
Major church repairs, including decoration			3,937	3,937	0
New Building Work, major alterations, inc. fees				0	0
<u>Governance</u>					
Annual report		300		300	300
Total expenditure		61,745	4,685	66,430	60,959
Net surplus for year		-8,156	-3,937	-12,093	41,483
Food Cupboard Movement	2		-7,814	-7,814	-6,326
Food Cupboard transfer of balance			-47,831	-47,831	
Unrealised surplus (loss) on investments	3	<u>-4,977</u>		<u>-4,977</u>	<u>5,339</u>
Total surplus for year		-13,133	-59,582	-72,715	40,496
Add funds brought forward		<u>75,852</u>	<u>111,610</u>	<u>187,462</u>	<u>146,966</u>
Total funds carried forward		<u>62,719</u>	<u>52,028</u>	<u>114,747</u>	<u>187,462</u>

Parochial Church Council of St Michael the Archangel Alcombe

Balance Sheet as at 31 December 2022

	<u>Note</u>	<u>2022</u>	<u>2021</u>
<u>Fixed assets</u>			
Investment Assets	3	37,491	42,468
<u>Current Assets</u>			
Debtors and prepayments	4	5,333	3,500
Loan		1,000	1,000
West Somerset Food Cupboard			55,644
Cash funds	5	<u>71,223</u>	<u>85,150</u>
		77,556	145,294
<u>Creditors</u>			
Amounts falling due within one year			
Creditors and Accruals	6	300	300
<u>Net Current Assets</u>		<u>77,256</u>	<u>144,994</u>
<u>Total Assets less current Liabilities</u>		<u>114,747</u>	<u>187,462</u>
<u>Funds of the Charity</u>			
	7		
Music fund		4,418	4,418
Fabric fund		46,063	50,000
Hardship fund		213	214
Discretionary Fund		1,334	1,334
West Somerset Food Cupboard			55,644
Reserves		30,000	30,000
Unrestricted General Fund		<u>32,719</u>	<u>45,852</u>
		<u>114,747</u>	<u>187,462</u>

1. Accounting policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2015 together with applicable accounting standards and the Charities SORP 2015.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at the market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Incoming resources

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on gift aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

Fund raising events are accounted for net as the amount of the expenses are not considered material in these events.

Sales of books and magazines from the church bookstall are accounted for gross.

Income from investments

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Investments

Investments are valued at market value at 31 December.

Parochial Church Council of St Michael the Archangel Alcombe

Notes to the Financial Statements for the year to 31 December 2022 (continued)

2. West Somerset Food Cupboard 2022 2021

2a. Income and Expenditure account to 31 August 2022

Receipts

Donations - regular giving	3,640	
Other donations	5,922	
Grants	10,000	
Local Food Pantry	<u>1,197</u>	
	20,759	13,560

Expenditure

Food/packaging	2,082	3,597	
Equipment/maintenance	130	645	
Salaries	7,255	10,393	
Use of premises	2,000	3,000	
Payroll operation		40	
Travelling/expenses	363	387	
Bank and credit card charges	65	33	
Insurance	157		
Fareshare	2,500		
Engage	12		
Pantry set up/sheds/back doors	13,093		
Local Pantry expenses	414		
Administration costs	479		
Exmoor Youth project		150	
Donations		885	
Post, stationery and telephone	<u>22</u>	<u>756</u>	<u>19,886</u>
Deficit for the period	<u>-7,813</u>		<u>-6,326</u>

2b. Assets and liabilities at 31 August 2022

Bank balance	47,792	55,164
Cash	31	472
Credit card	<u>8</u>	<u>8</u>
Total assets	47,831	55,644
Liabilities:	<u>0</u>	<u>0</u>
Net funds	<u>47,831</u>	<u>55,644</u>

2c. Funds

Storage area fund	5,323	5,323
Unrestricted funds brought forward	50,321	56,647
Deficit for the year	<u>-7,813</u>	<u>-6,326</u>
	<u>42,508</u>	<u>50,321</u>
Total funds transferred	<u>47,831</u>	<u>55,644</u>

Parochial Church Council of St Michael the Archangel Alcombe

Notes to the Financial Statements for the year to 31 December 2022 (continued)

<u>3. Investment Assets</u>	<u>cost</u>	<u>Decrease</u> <u>in value</u>	<u>value</u> <u>31 December 2022</u>	<u>value</u> <u>31 December 2021</u>
COE Investment fund	<u>21,559</u>	<u>-4,977</u>	<u>37,491</u>	<u>42,468</u>

<u>4. Debtors and prepayments</u>	<u>31 December 2022</u>	<u>31 December 2021</u>
Income Tax recoverable	3,500	<u>3,500</u>
Food Cupboard	<u>1,833</u>	
	<u>5,333</u>	

<u>5. Cash funds</u>	<u>31 December 2022</u>	<u>31 December 2021</u>
Current account - Nat West	8,898	24,745
Central Board of Finance	<u>62,325</u>	<u>60,405</u>
	<u>71,223</u>	<u>85,150</u>

<u>6. Liabilities</u>	<u>31 December 2022</u>	<u>31 December 2021</u>
Accruals	<u>300</u>	<u>300</u>

<u>7. Funds</u>	<u>General</u> <u>Funds</u>	<u>Reserves</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u>
Fund Balances at 1 January 2022	45,852	30,000	111,610	187,462
Food Cupboard movement			-55,645	-55,645
Incoming resources	53,589		748	54,337
Unrealised investment gains (losses)	<u>-4,977</u>			<u>-4,977</u>
	94,464		56,713	181,177
Resources used	<u>61,745</u>		<u>4,685</u>	<u>66,430</u>
Fund balances at 31 December 2022	<u>32,719</u>	<u>30,000</u>	<u>52,028</u>	<u>114,747</u>