

The Parish of St Philip and St James Church, Ilfracombe

Address for correspondence:

The Parish Office, St James Vicarage, Kingsley Avenue, Ilfracombe EX34 8ET

2021

Annual Report and Financial Statements

For year ending 31st December 2021

Priest in Charge:
In Vacancy

Bankers:
Lloyds Bank, High Street Ilfracombe

Independent Examiner:
Andrew Bengey, A.P.B. Accountants Ltd.
1/5 Market Place, Ilfracombe EX34 9AU

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The Parochial Church Council of St Philip and St James Church

Annual Report

for the year ended 31st December 2021

Aim and Purpose

St Philip and St James Parochial Church Council (the PCC) has the responsibility of cooperating with the Incumbent, the Reverend Peter Churcher, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical, as well as the Church itself, which is a Grade II* Listed Building. However, during the year Rev Peter Churcher resigned his post and the church was in vacancy.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our Church, and to become part of our parish family. When planning our activities, the PCC has considered the Charity Commission's guidance on public benefit, and in particular the specific guidance on charities for the advancement of religion. Our services and worship put faith into practice through prayer and scripture, music and sacrament. We try to enable ordinary people to live out their faith as part of our parish family, through:

- Worship and prayer: learning about the Gospel, and developing their knowledge and trust in Jesus;
- Provision of pastoral care for people living in the parish; and
- Mission and outreach work.

To facilitate this work, it is vital that we maintain the fabric of the Church.

Achievements and Performance

Worship, Prayer and Service

The PCC is keen to offer a range of services, not only on Sundays, but also during the week, that our community will find both beneficial and spiritually fulfilling. For example, Wednesdays are our House Group meetings. However, the Covid 19 situation has meant other activities such as Parents and Toddler Group and mid-week lunches have not been able to restart.

Despite the challenges presented by the Covid-19 pandemic, when we suspended ~~in~~ church services on 10th January and restarted on the 28th April 2021, and the unexpected vacancy caused by the retirement of our new vicar due to ill health, we have been successful in welcoming our community whenever possible, with regular services and other events such as a summer Flower Festival a winter Christmas Tree Festival involving over 70 businesses and community organisations, and hosting the Community's early Community-Carol Service. We have also been able to provide normal and festive services including 1 wedding, 9 funerals and 1 baptism.

We started the year with 72 people on the electoral roll who live over a number of parishes within the area. 6 names have been removed due to moving churches, death and other reasons. We have finished the year with 66 members.

Those who are no longer able to come to Church are not forgotten. We had online services while the Church was closed during the Covid-19 pandemic. We have a team of Pastoral Visitors who contact those in need. Where requested, Holy Communion can be received at home.

We have identified nine Teams to cover all areas of the Church's work and mission. Each team is made up of volunteers from the congregation, with a dedicated PCC link person to allow a flow of communication and to provide encouragement and support.

Deanery Synod

Two members of the PCC sit on the Shirwell Deanery Synod. This provides the PCC with a link with the churches around us, and also with the Diocese as a whole. It also receives reports from the General Synod. These meetings were mostly held on-line in 2021 and amongst the items discussed was the formation of a Deanery Plan – trying to work out how best to deploy clergy, both stipendiary and non-stipendiary, between the 24 parishes in the Deanery.

Church Fabric

During the year regular routine maintenance has been undertaken as we have regular inspections on the building. The main emphasis this year has been producing a six phase Heritage Restoration Plan concentrating on the urgent repairs in Phases one and two to weatherproof the Tower and Nave along with major works to the Bells. Fundraising has so far achieved 67% (£112,000) of funds however a further 33% (£55,000) is still required. Work is planned to start in Spring 2022. The subsequent phases 3-6 will ensure the structure and the facilities are developed for the use of our wider community.

Mission and Evangelism

We have supported a number of organisations and missions from the 10% general giving. We are a major contributor to *ICE Ilfracombe*, our local Christian youth work charity which funds a youth worker in the secondary school and Delta, a youth drop-in café which began in September. Helping those in need is a demonstration of our faith. We have supported *Belle's Place*, a community support centre next to the Church, through a percentage of car park takings and other gifts. The congregation has made generous donations to *On the Doorstep*, a local charity working with those in need. Our Outreach and Mission team focuses on strategies to develop our service to the community around us, particularly through our major festivals and special services. The Communication Team has worked to improve communication with the congregation and parish through: a new Benefice website, Facebook and an information sheet developed to maintain links during the winter lockdown. Recently a new weekly notice sheet, *The Bridge* is being produced.

Other Activities

In April, the PCC published reports of various groups that are part of our Church family. These included Children's Church, Home Groups, Walking Groups, the Lunch Club and Parent and Toddler Group. Many of our activities were curtailed or partially suspended due to the pandemic, but where possible these activities have now been reformatted to make them safe to attend in person or accessible online. Our Car Park Mission is our main fundraiser, contributing significantly to our costs and providing an opportunity to meet and talk with visitors and residents throughout the summer months.

Financial Review

The consequences of Covid-19 along with a reduced and restricted congregation still had an impact. However, we were extremely fortunate to have an extended period of fund raising mainly from the car parking enabling us to meet all costs. We also embarked on raising funds for the restoration project while having mixed results. It is hoped we will have sufficient funds to start works in the spring of 2022.

We succeeded in paying the full common fund to the Diocese as well as our commitment to the Schools Worker along with our normal outreach giving. Fortunately, we did not have major building repair costs. The major works costs are made up of professional fees for phases 1 & 2.

Yet again it is the ability of using the car park as a fund raiser (and Mission opportunity) that has enabled the church to remain open.

Reserves Policy

The PCC has resolved to maintain, if possible, a balance of £6,000 on our General (unrestricted) Fund, to cover emergencies. At St Philip & St James we have been in the fortunate position of having sufficient reserves which are comfortably in excess of that. However, these additional reserves will be soon utilized upon the urgent and planned renovations.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Volunteers

The members of the PCC would like to thank all the volunteers who work so tirelessly to make our Church a lively and vibrant community. Our especial thanks go to our Churchwardens, Alan Mason and Judith Hunter

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. Members of the congregation are always encouraged to join the Electoral Roll, and to consider standing for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The full PCC met 10 times during the year, although we have only recently started meeting face-to-face once again. The average level of attendance was 76%. Given its wide responsibilities, the PCC has nine sub-committees (Teams), each dealing with a particular aspect of parish life. These are-Worship, Mission and Outreach, Fabric, Finance, Children and Youth, Pastoral Care, Safeguarding, Fellowship and Communication. Each Team reports to the full PCC, with the minutes of their meetings.

Administrative Information

The Church is situated in St James Place, Ilfracombe EX34 9BH and is part of the Deanery of Shirwell, in the Diocese of Exeter. The correspondence address is The Parish Office, St James Vicarage, Kingsley Avenue, Ilfracombe EX34 8ET

The PCC is a body corporate (PCC Powers Measure 1956, and the Church Representation Rules 2020) and a registered Charity No 1132632 with the Charity Commission.

PCC members who have served from 1st January 2021 until the date this report was approved were:

Ex Officio

The Incumbent Churchwardens

Revd Peter Churcher

Until April 2021

Mr Alan Mason

Re-elected 26 April 2021

Mrs Judith Hunter

From 26 April 2021

Deanery Synod Reps

Mrs Alex Buckland

Mrs Margaret Rudd

Treasurer

Mr Nigel Vince

PCC Secretary

Mrs Sheila Steer

Elected Members

Mrs Diane Fraser

Until 26 April 2021

Mr David Gammon

Mr Paul Fraser

Mrs Shula Mason

Mrs Barbara Penman

Mr Chris Collins

Re-elected 26 April 2021

Mr Peter Cavill


Re-elected 26 April 2021

Mrs Marian Martin

From 26 April 2021

Approved by the PCC on 17 January 2022 and signed on its behalf by:


.....
Nigel Vince (Chair, Treasurer)


.....
Alan Mason (Church Warden)



Independent Examiner's Report

Report to the trustees of	The Parochial Church Council of the Ecclesiastical Parish of St Philip & St James Ilfracombe		
On accounts for the year ended	31 st December 2021	Charity no (if any)	1132632
Set out on pages	6 - 8		

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

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

Signed:

AP Bengert

Date:

10th January 2022

Name:

Andrew Paul Bengert

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

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Address:

APB Accountants 1-5 Market Street, Ilfracombe EX34 9AU

St Philip & St James Church Ilfracombe Accounts 31/12/2021

RECEIPTS		31/12/2021	31/12/2020
Donations & Legacies			
Voluntary Giving			
1	Tax efficient planned giving	£ 23,524.84	£ 23,271.41
	Other planned giving	£ 40.00	£ 125.00
	Collections at Services	£ 2,984.51	£ 1,940.77
	Other giving incl specific & appeals	£ 1,185.90	£ 8,648.21
2	Gift Aid recovered	£ 5,782.28	£ 8,939.85
3	Legacies	£ 200.00	£ -
4	Grants	£ 2,713.62	£ 4,373.74
5	Grants Restoration only	£ 37,840.00	
		£ 74,271.15	£ 47,298.98
Income from Church Activities			
	Statutory Fees	£ 1,265.00	£ 445.15
6	Fund raising	£ 1,050.89	£ 214.00
7	Car Park	£ 34,482.50	£ 20,004.96
	Other Activities - mags +	£ -	£ -
Other Receipts		£ 36,798.39	£ 20,664.11
	Investments CCLA interest	48.29	£ 392.04
	Other	£ -	£ 392.04
		£ -	£ 392.04
		£ 111,117.83	£ 68,355.13
PAYMENTS			
Church Activities			
8	Mission Giving, Donations	£ 8,350.51	£ 5,918.19
9	Common Fund	£ 32,699.00	£ 33,838.00
	Clergy Costs	£ 83.44	£ 934.16
10	Church Outreach Costs	£ 3,000.00	£ 4,383.70
11	Church Running Costs	£ 9,906.04	£ 14,031.35
12	Church Utility Costs	£ 1,103.15	£ 1,575.16
	Costs of trading	£ 268.77	£ 173.21
	Governance costs	£ 168.00	£ 168.00
13	Repairs to Church Building	£ 215.07	£ 6,213.97
14	Major Works	£ 9,466.54	£ -
Other Costs			
	Outgoing resources/payments	£ -	
		£ 65,260.52	£ 67,235.74
15	Difference - Receipts over Payments	£ 45,857.31	£ 1,119.39
	Transfers to / from CCLA funds	-£ 48.29	-£ 392.04
	Non trading movements nett		
	Current Account 01/01/2021	£ 33,688.83	£ 32,961.48
	Current Accounts 31/12/2021	£ 79,497.85	£ 34,080.87

Notes:

Receipts:

- 1 - Giving - Planned giving has remained static whereas collections at church have risen they are not near their previous levels.
- 2 - Gift aid - has also reduced as only three claims instead of normal four in the year
- 3 - Legacy – was another from the late Jenny Hooper' estate.
- 4 - Grants - £2,000 from Cranmer Hall for Youth Worker and £713.62 from Listed Places of Worship VAT
- 5 - Grants Restoration - Grants paid in for Restoration phases 1 & 2, but includes £1,390 for the West Window.
- 6 - Fundraising – Includes Flower Festival, Smartie Tube collection, Christmas Tree Festival and Lunch club funds
- 7 - Car Parking – Substantially up due to an extended parking season. Figure includes Belles Place full takings, to which we donated 50%, see expenditure notes.

Expenditure:

- 8 - Mission Giving – Church 10% was £2,654.94, Vicar's fund £165, Belles Place 50% of their parking days £5,530.57.
- 9 - Common Fund - Slightly down on previous year as we see the three average of participants fall.
- 10 - Church Outreach Costs – our funding of the School's Worker.
- 11 - Church Running Costs – largest element £2,547.91 for the Administrator. Also down on 2020 due to that years one off centre payments.
- 12 - Church Utilities – down due to less winter use of the gas heating as a result of Covid 19 restrictions
- 13 - Repairs to church – very little chargeable work done
- 14 - Major Works – This amount is for Architect and Grant Consultants Fees.

- 15 - Difference -£45,857.31. When the restricted restoration funds grants are removed we achieve an excess of £8,017.31, mainly due to the increase in the Car parking takings.

Financial Statement year ending 31/12/2021

Statement of Assets and Liabilities

MONETARY ASSETS

Bank Account

CCLA Deposit

CCLA Deposit Organ

CCLA Deposit Special Needs

DEBTORS

FIXED ASSETS

LIABILITIES

Total Cash

NOTE: Bank Account

Bank account is holding restricted restoration grants along with designated PCC funds

Receipts

Interest

£ 2.91

Payment

£ -

Excess of receipts over payments

£ 2.91

Opening Balance 01/01/21

5 594 90

Closing Balance 31/12/21

£ 5,597.81

Receipts

Interest

£ -

Payment

£ -

Excess of receipts over payments

£ -

Opening Balance 01/01/21

£ 3.47

Closing Balance 31/12/21

£ 3.47

Receipts

Interest

£ 45.38

Transfers in

£ -

Payment

£ -

Transfers out

£	45.38
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Opening Balance 01/01/21

€ 87.122,36

Closing Balance 31/12/21

£ 87,167.74

St Philip & St James Church subsidiary accounts 2021

Parents and Toddlers Accounts 2021

Receipts	
funds in	£ -
Expenditure	
Food, consumables	£ -
Opening Balance	735.24
Closing Balance 31/12/21	735.24

Pip & Jim's Children's church Accounts 2021

Receipts	
Church donation	£ -
Expenditure	
Books, Prizes, materials	£ -
	£ -
Opening Balance	£ 127.73
Closing Balance 31/12/21	£ 127.73

Lunch Club Account 2021

Receipts	
Net proceeds	£ -
Expenditure	
paid to PCC	£ 168.53
	-£ 168.53
Opening Balance	£ 168.53
Closing Balance 31/12/21	£ -

Pip & Jim's Mission Giving Account 2021

Receipts	
Church Giving 10%	£ 2,654.03
Expenditure	
Donations	£ 3,400.00
	-£ 745.97
Opening Balance	£ 2,538.37
Closing Balance 31/12/21	£ 1,792.40