

St Peter's Church, Oundle

ANNUAL REPORT & ACCOUNTS

Year Ending 31st December 2020

Annual Report Contents

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Section 1:

Vicar's Report for 2020

Vicar's Report for 2020

"Consider it pure joy, my brothers and sisters," writes the apostle James at the beginning of his letter "whenever you face trials of many kinds, because you know that the testing of your faith produces perseverance." (*James 1:2*).

Words I have often struggled to understand began to make more sense during 2020 – which became a year of 'trials of many kinds.' At the outset of this report I would like to thank Emily Taylor and Steve Cunningham who have been fantastic Churchwardens and have played a faithful hard-working quiet role in helping us remain connected as Church.

A time before...

As the year began we set about searching for a new Associate Vicar. The PCC put together a profile and advert and we began praying about who God might be sending us. Rev Mark Donnelly, Martha Barnes and the I attended the New Wine Leaders conference in Harrogate. We were glad to be joined by Anna Freij from St Peter's congregation who had booked as well. It was encouraging and thought-provoking. And it was early March. Thousands of Church leaders all gathering unconcernedly in a conference centre. But coronavirus just beginning to trouble the fringes of our consciousness. Within weeks that Harrogate Conference centre was a Nightingale Hospital and memories of undistanced, unmasked, unrestricted gathering, singing, worshipping seems a distant dream.

Lockdown

Covid and lockdown hit us very fast. On the evening of Monday 16th March Churches were closed for public worship. The next day at Midday a few of us gathered in the Lady Chapel of St Peter's : Mark Donnelly, Martha Barnes and me along with Martin Hills from Oundle Baptist Church. I discovered for the first time what the 'Live' button meant on Facebook and we livestreamed our first Midday Prayer. This we continued daily until September and it remains a fixture three times per week every week. Mothering Sunday was our first Sunday Service to be livestreamed : from the Church building alongside OBC. The following Monday evening Churches were closed entirely, we were instructed to "stay at home" and live-streaming moved to our kitchens and living rooms.

We recruited a team of volunteers ready to support those in the community who were shielding and needing help with errands and shopping and collecting medication. This was ably co-ordinated by Althea Strebrakowska, Louise Foote and Judy Potts. We set up a phone number and a 'pastoral@' email address for those in need. The Church family was divided into hubs geographically around the town and beyond in order that we remain in phone contact with one another. All this happened very rapidly over the course of a couple of weeks as we wrestled with the question, "What does it mean to be St Peter's when our building is closed and we can't meet together?"

Being online

"Church is not a building it is people," was something I had long believed and long said. 2020 was a year when that was tested. We can give thanks to God for the many ways in which He has helped us to remain a community even though gathering has rarely been possible and never full and complete. Sunday services streamed 'as live' on Facebook and Youtube became a place of community as people took part in the services, interacted (on Facebook) with comments and greetings and responses. Holy Week and Easter provided multiple opportunities for online reflections, services and gatherings including a very special Maundy Thursday livestreamed communion.

We soon discovered Zoom. Daily team meetings with clergy, Youth Minister, wardens and administrator were a place of support. Martha Barnes our Youth Minister worked hard and very effectively at keeping our young people connecting in various ways online. We welcomed newborn arrivals to the Church family – on a screen. Marked significant birthdays on a Sunday on a screen. Mourned the loss of those who died and tried to find ways of comforting the grieving. Our Lay Chaplain Louise Foote (licensed to that role during the year) when she was feeling strong enough after her own bout of Covid began overseeing the regular production and delivery of a newsletter for all those for whom online contact was not possible. We set up a phone 'dial-in' option to connect with the online service. We spent the days of 'Thy Kingdom Come' in particular prayer for our world, our nation and our community. A service was filmed on Ascension Day at the top of the Church tower – looking out over Oundle and praying for our town as we did so.

If someone has asked me in January what important step would St Peter's take in 2020 'going online' would not have formed part of my answer. Yet a very large part of the story of 2020 for St Peter's has been about being 'online'. We haven't been able to gather in significant numbers, yet we have continued to connect and to worship together and to be 'Church'; a large part of that has been because of online possibilities. And some have begun worshipping with us because we have been online. Never has it been easier to come to Church on a Sunday. So offering something 'online' in one form or another is rightly here to stay.

Team Changes

Behind the scenes enabling all this to happen was our wonderful administrator Justine Turton who in the space of 48 hours in March had to work out how to transport the job to home. Her work putting together our online worship each week as well as keeping up with Church administration played a very important part in helping the Church continue to function through those first months of Covid. During the Summer Justine moved on to a new role with the Diocese supporting the DAC. In her place we welcomed two new members to the team: Sarah Vogt to help with day to day Administration and Joe Gray to help us put together all our online services. Along with them we were joined by a new Facilities Co-ordinator Mark Pearcey who arrived just in time for the partial re-opening of Church buildings. They have all been fantastic additions to our team.

Summer Opportunities

The partial lifting of restrictions meant some new initiatives. From July we were allowed to open the building for private prayer. It has been open every day since with appropriate Covid measures. In due course worship was allowed in the building so we began a weekly service of Morning Prayer in-person on a Sunday. By this time masks indoors were mandatory as was distancing and singing was proscribed. However, limited in number by our risk assessment a regular gathering for 20-30 was possible. This was joined in the Autumn by a similar service on a Thursday; both of these being occasionally a Covid-compliant communion.

Work among our young people remained strong. Opportunities were created for some limited 'in-person' gatherings of small groups. Martha Barnes and Dave Harding did an amazing job enabling a Chatterbox+ week to happen. Obviously there was no camping and all was done with appropriate distancing and outdoors, but the young people enjoyed the opportunity to be with one another and growing in their faith.

Farewells and New Ministries

On one Sunday in the Summer we were grateful to Oundle Primary School for allowing us to use their field for an outdoor gathering after our usual online Sunday service. On picnic blankets and in household bubbles we met, ate our lunches and said 'goodbye' to Mark and Sue Donnelly. There was sadness as their three years came to an end, but our loss was Salcey benefice's gain as they moved on there – Mark as Priest-in-Charge and Sue to be licensed as Lay Minister (and Reader-in-Training) there. Bishop Donald joined us via Zoom on June 28th on Zoom and we celebrated as Caroline Hawkins was licensed by him to be a new Reader in the benefice. A few weeks later it was the turn of Louise Foote to be licensed to her new role as Lay Chaplain.

Living Well

During the Autumn restrictions became steadily stricter and we had to suspend in-person services again during November before a brief reprieve and then closure again after Christmas. Connecting together online remained a valuable resource. A 'Living Well' series of sermons on 'how to live well through Covid' was accompanied by an online weekly 'Living Well' group. The opportunity to explore what Jesus teaches us about living well in the midst of (for instance) loss, anxiety and apparent scarcity was well received. In addition a number of small groups continued to function through 2020 – some via Zoom – others remaining in contact by phone and Whatsapp and offering care and support to one another as needs arose. Often these groups became places of real vulnerability and support.

Music and Worship in a time of Covid

Over the year our approach to online singing and worship became more confident and ambitious. When it was legal and possible the Worship band gathered in the building, or outside it and (distanced) recorded contributions. In addition they sent in tracks separately and they were put together for Sunday worship. Then we began singing in larger numbers: backing tracks to worship songs and hymns being sent out – and up to 50 people at a time sending back their videoed contributions for putting together into a single congregational hymn which we enjoyed on Sundays. Warm thanks go to all our musicians, all who were willing to sing and to Jane Webster for her creativity on Premier Pro. We have a bank now of over 70 hymns and songs recorded this way. Seeing one another on the screen each week singing in this way has been a joy.

Tiny Tots

Also going online in the Autumn was Tiny Tots. This meant weekly bible stories told by the clergy and songs, as well as crafts (led 'Blue-Peter-style' by Nadine Brown) all done on video and accessed via the Messy Church Facebook page. In addition Oundle School volunteers prepared an accompanying craft and activity bag collected each week from the Church porch by families. Huge thanks not only to Nadine but also to Becca Lowndes and Oundle School for helping this to happen.

A New Associate Vicar

Throughout 2020 we had to hold out in prayer and faith. Searching for a new Associate Vicar through the days of Covid seemed a hard ask. We went through two rounds of advertising and were preparing a third when we received an application and enquiry from someone who was excited about the role and about whom we were excited. Following an interview in October we were delighted to appoint Rev Annabel Copeland to the post. Her licensing the following month via Zoom was a happy occasion. Arriving in the middle of November's lockdown was not the easiest way to begin. However, Annabel was quickly making a difference and applying herself in particular to drawing together our children and families. Tiny Tots had provided something for the youngest; Junior Church songs on a Sunday were encouraging for the Church family and helped us worship – but providing bespoke nurture and discipleship for our children and their families is a priority that she has been focusing on – and in 2021 is bearing real fruit.

Christmas

Christmas amidst Covid required creativity and imagination. An online Christingle streamed live on Advent Sunday was very well received and attended. Pictures, sent in by those taking part, of Christingle lights shining out from windows not only in Oundle but from as far afield as the US were lovely to see. We were reminded in the service of Jesus the light who shines in the darkness – a timely encouragement. An online carol service was also well-received and the event "Wander Through Christmas" (a trail through Church aimed at aiding people's private prayer in the building) on Christmas Eve was booked out long in advance. The hard work and creativity of Martha Barnes, Justine Turton, Annabel Copeland and others was really appreciated.

An online Crib Service at 4pm on Christmas Eve also provided an opportunity to share the good news of Christmas with many in the community as did the Carols on Your Doorstep at 4:30pm – carols sung by the Church family streamed into homes around Oundle with many joining in and sending in their pictures. At Midnight an informal

communion service was streamed from Facebook and on Christmas morning the online service was also shown in Church with a 'gather party' coming together to join in with those taking part from home. Over Christmas we were also able to help provide Christmas meals and hampers for people in our community who were at risk of significantly going without. We did this through Prince William School as well as through our Covid-suspended Tuesday Club assisted in part by a successful grant application put together by Sian Fytche.

Finances

For much of 2020 our finances in the midst of Covid were uncertain. We are blessed at St Peter's with a great voluntary finance team led by Mark Elkington our treasurer and greatly assisted by Lindsey Wallis our finance administrator. We were greatly encouraged and blessed by a generous response to our appeal for finance at the end of the year. Some underlying challenges remain which we need to address, however God has been very good to us in difficult times.

Overall

Each person's experience of 2020 has been different. Some feel more connected than ever to Church. Others have found it hard to connect and feel isolated. There have been many painful bereavements as well as many other painful 'losses'. New little grandchildren unhugged by doting distanced grandparents. The shadow of long Covid and lost health. Missed milestones. An ongoing need to walk with each other and care for one another.

When PCC met in early 2021 to prayerfully discern vision for the future as well as 'online' the words 'deeper', 'together' and 'giving' emerged. This reflected the stories told around the Church family of people who felt that relationships had deepened with one another (despite being 'online' and separated); that faith in God had deepened; that the Church family had enjoyed a new 'togetherness' across generations and outlooks during 2020 – and a desire to be a Church that gave generously of the resources given to us.

2020 was painful in so many ways and the pain remains with us. It was a year of trials. Yet I have heard many testify to a deepening of their faith through it and expressing joy in that. The words of St James about trials and faith and joy begin to take on new meaning for me. We cannot know what 2021 will bring. Yet through the dark valley of 2020 God has been with us and has blessed us. He is good and we can look forward with hope and faith.

By Rev Canon Stephen Webster
Vicar of Oundle

Section 2:

2.1 PCC Report

Due to COVID-19, the 2019 APCM was cancelled under Bishop's Instrument. The Churchwardens and PCC Members who were due for re-election agreed to continue to stand for another year.

In 2020, the PCC was made up of 9 elected members, 5 Deanery Synod Representatives, 2 Churchwardens and 2 Clergy Team members and met five times in 2020.

The incumbent, Rev Canon Stephen Webster chaired the meetings on 21st Jan, 14th May, 8th July, 24th Sept and 18th Nov. All meetings were held via Zoom except the meeting held on 21st January which was in person.

In the course of these meetings, the PCC discussed and reviewed a whole range of issues reflecting the life, mission and ministry of St Peter's due to the global pandemic. These have included the Budget, Income Generation, Employment Matters, Pastoral Care during Lockdown and Beyond, Reader Training – Emily Taylor, reopening / closing of the church, Arrival of our new Associate Vicar, Annabel Copeland, Holdich Organ.

The PCC has established committees and project teams to help it with its work, and receives regular reports from these groups. The established committees which helped PCC discharge its various duties and responsibilities during 2020 were: -

Standing Committee

Required by law, sets the agenda for PCC meetings and has delegated power to transact certain PCC business in between meetings. Membership in 2020 was the Clergy team, the Churchwardens, the Vice Chair of the PCC and, an elected PCC Member. The treasurer is entitled to attend.

Treasury Committee

Exists to support the work of the treasurer in some of their key tasks: VAT recovery, Gift Aid and Giving, Insurance, Grant applications being amongst them. It also exists to provide scrutiny of the Church's finances and to assist with budget preparation and monitoring. In 2020 they met quarterly in advance of PCC meetings as part of a regular cycle of financial reporting and monitoring. It was chaired in 2020 by the treasurer.

St Peter's could not function as well without the dedicated members of these committees and we give thanks to God for blessing us with their gifts.

Special recognition is given to Lindsey Wallis for her continued support as Finance Administrator. Lindsey is a volunteer and has a wealth of experience as an accountant in the charity sector. St Peter's is truly blessed to have her on the team.

Membership of PCC

There were no elections for Churchwardens or PCC in 2020 due to the global pandemic, therefore all members stayed the same for the full year and elections will take place at the APCM in 2021.

(A) 01/01/20 – 31/12/20

Rev Stephen Webster (Chair), Steve Cunningham (Churchwarden), Emily Taylor (Churchwarden), Rev Mark Donnelly (Assistant Curate) until 31st August 2020

Deanery Synod: Peter Coatham, Cynthia Dimmock, Gill Morrison (until 1st December 2020), Justine Turton, Rachel Wong (until 1st July 2020)

Elected Members: Mark Elkington, Ian Goldsmith, Suzy Higgins, Alan McMurdo, Janet McMurdo (Lay Vice Chair), Alan Rayden, Sally Saunders, Kim Treverton

PCC Secretary: Justine Turton

2.2 Electoral Roll Report (reported at APCM)

	Total	Died	Moved away	Additions
2019 (Full Review)	260	N/A	N/A	N/A

There are no new figures for 2020 due to the global pandemic. The next Electoral Roll will take place in time for the APCM in 2021.

Section 3

3.1 Safeguarding Report

Every person has a value and dignity being made in God's own image and likeness. This implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

- The church follows the Peterborough Diocese guideline on the safeguarding on children and vulnerable adults, with an annual review of the policy being undertaken by the PCC.
- External organisations using the church site have their attention drawn to the need to follow appropriate practices.
- We undertake to exercise proper care in the selection, appointment, training and support of those working both paid and voluntary positions with children or vulnerable adults, including the use of Disclosure and Barring Service (DBS) disclosures and making appropriate referrals to the Disclosure and Barring Service.
- We will respond without delay to concerns or allegations that a child or vulnerable adult may have been harmed, cooperating with the police and social care services in any investigation.
- We will challenge any abuse of power by anyone in a position of trust.
- We will see to offer pastoral care and support to anyone who has suffered abuse, developing with them appropriate pastoral support.
- We will see to offer pastoral care and support, including supervision and referral to the proper authorities, to any member of our church community known to have offended against a child, young person or vulnerable adult.

In 2020, Mrs Tracey Cunningham stepped down from being the church Safeguarding Officer. Our thanks go to Tracey for all her hard work in this position.

Following this resignation, we have appointed Mrs Janet McMurdo as our Church Safeguarding Officer.

Copies of St Peter's Safeguarding policy can be found on the website or in the Parish Office.

3.2 Reference and Administrative Details

Parochial Name	St Peter's, Oundle in the Rural Deanery of Oundle, Diocese of Peterborough
Postal Address	North Street, Oundle, PE8 4AL
Telephone Number	01832 275675
Email	administrator@stpetersoundle.co.uk
Website	www.oundlestpeters.org.uk
Bank	National Westminster Bank, Market Place, Oundle, PE8 4BB
Investment Bank	CCLA Investment Management Ltd, The CBF Church of England Funds, 80 Cheapside, London, EC2V 6DZ
Independent Examiners	Graham Darbourne at Bulley Davey, 6 North Street, Oundle, PE8 4AL

Staff Receiving Remuneration

Through Parish Share

Vicar
Associate Vicar
Assistant Curate

Through Salary

Youth Minister
Administrator
Facilities Coordinator

3.3 Structure, Governance and management

Legal Status

The PCC is a corporate body established by the Church of England. Its governing documents are the Parochial Church Councils (Powers) Measure 1956 (as amended) and the Church Representation Rules contained in Schedule 3 to the Synodical Government Measure 1969 (as amended). It became a registered charity on 12 November 2009 (No. 1132677).

Appointment

Appointment of PCC members is governed by and set out in the Church Representation Rules.

Risks which concern this busy and active church include:-

- a) **Safe Usage of the Church Site by all.** Legislative requirements are closely followed, e.g. the Health & Safety Act and Food Hygiene Regulations. There is regular inspection by a specialist fire protection agency, and displays of notices relating to fire, health and safety and first aid. Defects to plant are reported to the Chair of Resources Group, Adrian Christmas and remedied quickly according to the level of risk. Training is given, e.g. in first aid and food hygiene. One off events are assessed for risk before being run.

- b) **Financial:** Prudent policies for the handling of money are in place. Major expenditure has to be approved by the PCC, which also approves an annual budget and receives quarterly monitoring reports. Cash flow is carefully managed, bills are paid promptly, and investment of any short-term funds carefully placed to ensure maximum return compatible with ready access.
- c) **Reputation:** Equal opportunities legislation is followed in relation to staff appointments, use of voluntary workers, and site lettings. We actively encourage people to come to join our activities and make use of our facilities.

3.4 Objectives and Activities

The primary object of the PCC and the St Peter's Church as a whole, is to worship God, Father, Son and Holy Spirit and to proclaim the good news of Jesus Christ. Our purpose as a Church is that when it comes to God's love all might *know* it, *live* transformed lives in response, and become a people who *give*. God's Love: Know it. Live it. Give it. We seek to proclaim this by our words and through our actions, to the people of our community and to the world beyond. We seek to grow in numbers as a fellowship of believers as more people respond to the good news of Jesus. We seek to grow in faith as together we explore what it is to be Jesus' disciples. This involves: Bible teaching, nurturing, developing new Christians, and equipping all Christians, studying, praying together, enjoying fellowship together and supporting one other. None of these initiatives or activities could happen without the commitment of dedicated volunteers.

It is also PCC policy for the church building to be made available for wider community use. Lettings have been encouraging and in 2019 St Peter's was used for 32 separate events run by third party promoters, 28 lunchtime concerts ran by Oundle School and is the meeting place for reading groups and outside committee meetings.

Information on all St Peter's activities can be found on the website (oundlestpeters.org.uk) or our Facebook page (@oundlestpeters).

Section 4

Report on PCC Financial Activities – Treasurer's Report

This report is on the 2020 financial year and is based on the examined accounts as issued at the APCM.

It was a year when we can again thank God for His faithfulness to us. Ultimately everything we have comes from God (and when we give it comes from what He has given us). He is the one who has more than provided for all our needs. This is especially true during a year of the global pandemic where we have prayed for and received generous gifts.

During a normal week when the Church is open it costs circa £5,106 per week to cover the on-going expenses that enable us to be St Peter's Church. This number continues to rise every year as a result of inflation and other cost pressures. This cost has been lower during the pandemic at circa £4,637 per week, however we expect it to return to previous levels once restrictions are lifted.

We rely solely on generous giving to allow us to continue as we receive no funding from the Church of England or the state. We encourage everyone who feels part of the St Peter's community to give, as they feel able, to enable us to continue as a Church.

Giving

St Peter's relies on the generosity of our Church community to fund all its activities. Total income for the Church during 2020 was £321,522. This is £22,687 less than income for 2019 (£344,209), largely as a result of building grants and income from lettings, weddings, etc., being lower during the pandemic.

Of the 2020 total income of £321,522, £164,503 was planned giving, £91,866 were one-off donations and £13,536 were grants. We recovered tax under the Government's Gift Aid scheme of £46,090.

2020 giving was at previous levels from January to March. Following the first lockdown one-off donations dropped off, although planned giving continued at a consistent level. The one exception to this was a very generous donation of £30,000 for the Youth Minister role. Planned giving does not cover all of St Peter's expenses, even with the reduced level of spending resulting from the Church being closed. During much of 2020 we saw a worsening financial position.

On 16th November our Vicar wrote to the St Peter's community explaining the challenge we faced. There was an amazing and immediate response with one-off gifts and pledges of £58,088 (including gift aid) and an increase in annual pledges of £9,390 (including gift aid) being received during November and December.

We continue to be grateful for the generosity of the members of the St Peter's Church community. We ask, where possible, that those giving do so through the Parish Giving Scheme that has now been successfully trialled at St Peter's. This planned giving enables St Peter's to be more confident in its decisions about using funds to grow the Church and serve God and the community.

During any year there will be members of our Church Family who move away, are unable to give as much or in some cases, sadly, pass-on. The underlying decline is on average £7,000 per annum.

There are two further funding challenges. First, our Youth Minister role relies on circa £14,000 per year of seed-funding to make up the difference between on-going pledged giving and the cost of the role's salary. We would love for this role to be fully funded from on-going pledged giving and need to recognise that the seed-fund is limited. Second, a review of our spending on the Church building has highlighted that too often we react to problems, rather than having a programme of planned maintenance and taking action quickly when problems are discovered. A planned maintenance programme has been costed at £16,400 per year, of which we currently spend £9,600; a gap of £6,800. We expect that carrying out more planned maintenance will, over time, both reduce the number of problems and reduce the intensity of problems when discovered. We need to find means of funding this increased cost.

We are very grateful for one off donations and grants that supplement our income; and are also very fortunate to be supported by the Friends of St Peter's Church Charitable Trust for help in maintaining our beautiful church building. In addition to anonymous donations from individuals we received a grant of £1,500 from the Worshipful Company of Grocers that will be used to pay for heating repairs (delayed until 2021 due to the pandemic) and £1,850 from FEOFFEES. We were also successful in sourcing grants totalling £6,375 from the Historic England Covid-19 Emergency Heritage at Risk Fund.

Spend

2020 spend of £249,931 was £130,743 less than 2019 spend of £380,674. In 2020 we carried out £12,660 of capital projects compared to £112,645 in 2019. Excluding capital projects, 2020 spend was £30,758 less than 2019 spend largely as a result of the closure of the Church during the pandemic.

The largest item of spend is the Diocesan Parish Share (£128,728 in 2020) being our contribution to the Stipends, Housing and Training both of the current clergy, and of future clergy (ordinands in training) in the Diocese and their Pension and National Insurance costs. Oundle is a 'two-clergy' benefice. We give thanks that during 2020

we were able to recruit to the role of Associate Vicar that was previously vacant. Parish Share does not decrease during the period of any vacancies.

During 2020 we spent £4,868 on the care, maintenance and development of our church building. This expenditure covers everything from fixing the windows to keeping the heating working.

Other major spend areas for the Church include non-Clergy salaries at £55,102, mission giving at £18,232 and utility payments at £6,500.

Reserves and Funds

The current reserves stand at £20,448 for buildings and £56,334 for general reserves. The level of buildings reserve is set based on a historical view of replacement costs. The general reserves level is set at three months of running costs. The PCC had planned to review our reserves policy during 2020, however this was delayed due to the pandemic. The PCC plan to review our reserves policy during 2021 based on guidance from the Charities Commission.

The General Fund has grown from £105,075 in 2019 to £163,302 in 2020, largely as a result of the generosity of Church community members during the appeal for funds in November. Of the £163,302 it should be noted that £55,863 is our tangible fixed assets such as organ, AV equipment, boiler, etc., £31,429 is our working capital and £17,297 is seed funding for our Youth Minister. The remaining £58,713 is in surplus and the PCC is currently prayerfully considering its potential uses.

Governance

The PCC sets financial policies for the Church. The Treasury team operates within the financial policies set by the PCC. The Treasury team consists of the Treasurer, the Assistant Treasurer/Giving Officer and the Finance Co-ordinator. This team reports to the Treasury Committee which consists of two members of the Clergy and two lay members. It is this committee's responsibility to scrutinise the detail of the Treasury team's work. The Treasurer updates every PCC meeting with a summary accounts position. Annual accounts are independently examined.

I **continue** to thank God for the support of all who have helped me in my role as Treasurer and to trust God that through the generosity of all who give He will provide all that we need to do the things He has called us to as St Peter's continues to seek to be a community of worship, mission, outreach and service to our **town** and the world beyond.

**By Mark Elkington
Treasurer**

Section 5 Independent Examiners Report

I report on the accounts of Oundle St Peter's Parochial Church Council, charity number 1132677, for the year ended 31 December 2020.

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;
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act); and
- 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 you 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 the course of my examination, subject to not having seen the Trustees Report, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept in accordance with section 130 of the Charities Act; and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Charities Act; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Graham Darbourne FCA
Bulley Davey Limited
Chartered Certified Accountants
6 North Street
Oundle
Peterborough
PE8 4AL

Date: 4th May 2021

Section 6 Financial Report (Yearly Accounts)

ST PETER'S CHURCH: OUNDLE PCC ACCOUNTS STATEMENT OF FINANCIAL ACTIVITIES For the year ending 31 December 2020

Page 1

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	FUNDS 2019 £
	Note					
INCOMING RESOURCES						
Voluntary Income	3(a)	299,156	16,839	-	315,995	326,383
Fund generating activities	3(b)	1,829	-	-	1,829	3,290
Income from investments	3(c)	487	-	368	855	1,445
Church activities	3(d)	2,195	648	-	2,843	13,091
TOTAL INCOMING RESOURCES		303,667	17,487	368	321,522	344,209
RESOURCES EXPENDED						
Church activities: Grants/Donations	4(a)	18,232	-	-	18,232	25,242
Church activities: Relating directly to Church work	4(b)	222,832	8,760	-	231,592	355,356
Costs of generating voluntary income	4(c)	107	-	-	107	76
TOTAL RESOURCES EXPENDED		241,171	8,760	-	249,931	380,674
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES		62,496	8,727	368	71,591	(36,465)
Revaluation reserve						
Fixed assets	5(a)	-	-	-	-	7,500
Gains / (Losses) on fair value revaluation						
Investments	5(b)	(300)	-	849	549	1,958
		(300)	-	849	549	9,458
Fund Transfers		(3,483)	3,483	-	-	-
NET MOVEMENT IN FUNDS		58,713	12,210	1,217	72,140	(27,007)
BALANCES B/FWD 1ST JANUARY		197,955	22,738	14,515	235,208	262,215
BALANCES C/FWD 31 DECEMBER		256,668	34,948	15,732	307,348	235,208

BALANCE SHEET AS AT 31 DECEMBER 2020

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	FUNDS 2019 £
FIXED ASSETS						
Tangible	5(a)	55,109	-	-	55,109	60,336
Investment	5(b)	754	-	12,767	13,521	12,972
		55,863	-	12,767	68,630	73,308
CURRENT ASSETS						
Stock	6(a)	418	-	-	418	192
Debtors	6(b)	5,927	1,909	-	7,836	14,283
Short term deposits		123,543	15,983	2,638	142,164	116,421
Cash at bank and in hand		81,726	19,724	327	101,777	49,880
		211,614	37,616	2,965	252,195	180,776
LIABILITIES						
Creditors falling due in one year	7	(10,809)	(2,668)	-	(13,477)	(18,876)
NET CURRENT ASSETS						
		200,805	34,948	2,965	238,718	161,900
TOTAL NET ASSETS						
		256,668	34,948	15,732	307,348	235,208
PARISH FUNDS						
Unrestricted	11	256,668	-	-	256,668	197,955
Restricted		-	34,948	-	34,948	22,738
Endowment		-	-	15,732	15,732	14,515
TOTAL		256,668	34,948	15,732	307,348	235,208

We hereby approve the accounts for the year ended 31 December 2020

M Elkington (Treasurer)

Rev'd Canon S Webster

Date:

Date:

3.5.21

3/5/21

Notes to the Financial Statements
for the year ended 31 December 2020

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP (FRS 102).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at 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 AND RESERVES

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separated investment, interest is apportioned to individual funds on an average balance basis.

The unrestricted funds are general funds which are used for purposes defined by the PCC :-

GENERAL FUND

The Fund's aim is to contain at least three months running costs of the church, with the PCC allocating any surplus.

BUILDING FUND

This contains monies reserved by the PCC to cover specific future projects related to the upkeep of infrastructure, including monies allocated for quinquennial repair costs.

PARVIS ROOF

This contains monies designated for the Parvis Roof repairs.

ORGAN FUND

This contains monies being donated specifically to be spent on the organ.

INCOMING RESOURCES

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All other income is recognised when it is receivable. All incoming resources are accounted for gross. The PCC is not registered for VAT, however the equivalent to the cost of VAT is reclaimable as a grant under the Listed Places of Worship Grant Scheme for qualifying costs related to the fabric of the building.

RESOURCES EXPENDED

Grants and donations are accounted for when paid over. The parish share is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

FIXED ASSETS

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

Equipment used within the church premises is depreciated as follows:

Audio/CCTV	Straight line over 5 years
Projector	Straight line over 5 years
Lighting	Straight line over 10 years
Boiler	Straight line over 10 years
Church Assets	Straight line over 50 years

Investments are valued at market value at 31st December 2020.

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ASSOCIATED CHARITIES

- (i) The Oundle Church Clock Fund: Chairman of Trustees, Revd Canon Stephen Webster
- (i) The Friends of Oundle Parish Church: Chairman of Trustees, Ian Goldsmith
- (ii) William Walcot's Foundation: Chairman of Trustees, Revd Canon Stephen Webster

Notes to the Financial Statements
for the year ended 31 December 2020

3 INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	FUNDS 2019 £
(a) Voluntary Income					
Planned giving:					
Gift Aid donations	134,225	190	-	134,415	139,527
Other	30,038	50	-	30,088	26,707
Sundry donations:					
Grants	2,586	10,950	-	13,536	44,456
Gift Aid donations	1,788	1,420	-	3,208	15,979
Cash collections	752	-	-	752	4,145
Thanksgiving Campaign	45,150	-	-	45,150	-
Legacies	5,000	-	-	5,000	-
Youth Minister Seed Funding	30,000	-	-	30,000	-
Other giving	3,600	4,156	-	7,756	55,294
Tax recoverable	46,017	73	-	46,090	40,275
	299,156	16,839	-	315,995	326,383
(b) Fund generating activities					
Feed in Tariff income	1,829	-	-	1,829	3,290
	1,829	-	-	1,829	3,290
(c) Income from investments	487	-	368	855	1,445
	487	-	368	855	1,445
(d) From operating activities					
Bookstall	117	-	-	117	450
Lettings	270	-	-	270	3,738
Munch Club meals	-	648	-	648	2,636
Fees for weddings/funerals	1,808	-	-	1,808	6,267
	2,195	648	-	2,843	13,091
TOTAL INCOMING RESOURCES	303,667	17,487	368	321,522	344,209

Notes to the Financial Statements
for the year ended 31 December 2020

4	RESOURCES EXPENDED	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	FUNDS 2019 £
(a)	Grants/Donations(see note 9)					
	Missionary and charitable giving					
	Church overseas - missionary societies	12,194	-	-	12,194	15,041
	- direct support	1,626	-	-	1,626	1,670
	Other	4,412	-	-	4,412	8,531
		<u>18,232</u>	<u>-</u>	<u>-</u>	<u>18,232</u>	<u>25,242</u>
(b)	Relating directly to church work					
	Ministry Expenditure					
	Diocesan parish share	128,728	-	-	128,728	126,328
	Clergy expenses	1,537	-	-	1,537	4,075
	Training	1,426	-	-	1,426	1,564
	Church Expenditure					
	Maintenance and minor repairs	4,868	-	-	4,868	10,742
	Quinquennial	4,077	-	-	4,077	12,873
	Building ministry projects	4,293	4,290	-	8,583	99,772
	Utilities	6,500	-	-	6,500	8,917
	Worship	2,849	-	-	2,849	6,200
	Nurture	-	-	-	-	242
	Outreach	334	2,051	-	2,385	7,800
	Church Weekend Away	-	-	-	-	2,046
	Pastoral	361	-	-	361	116
	Youth (including salaries)	29,071	1,099	-	30,170	21,877
	Honoraria and services	-	-	-	-	200
	Churchwardens	-	-	-	-	421
	Depreciation	5,227	-	-	5,227	9,886
	Management & Administration					
	Insurance	5,278	-	-	5,278	5,202
	Parish Office	3,003	1,320	-	4,323	4,777
	Other admin costs	348	-	-	348	509
	Staff costs: Salaries and pensions	24,932	-	-	24,932	31,809
		<u>222,832</u>	<u>8,760</u>	<u>-</u>	<u>231,592</u>	<u>355,356</u>
(c)	Fund-raising costs					
	Costs of fundraising campaigns and events	107	-	-	107	76
		<u>107</u>	<u>-</u>	<u>-</u>	<u>107</u>	<u>76</u>
	TOTAL RESOURCES EXPENDED	241,171	8,760	-	249,931	380,674

Notes to the Financial Statements
for the year ended 31 December 2020

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(a) FIXED ASSETS

Tangible

	CHURCH ASSETS £	AUDIO £	IT £	LIGHTING £	BOILER £	TOTAL £
At cost						
At 1 January and 31 December 2020	45,000	46,821	1,124	48,750	36,787	177,482
Depreciation						
Opening balance	600	42,620	219	48,750	25,037	117,126
Charge for the year	200	1,075	375	-	3,577	5,227
At 31 December 2020	800	43,595	594	48,750	28,614	122,353
Net Book Value						
At Jan 1st	44,400	4,301	905	-	10,730	60,336
At Dec 31st	44,200	3,226	530	-	7,153	55,109

The church assets were revalued during 2017 in accordance with transition to SORP FRS 102 (note 13).

The last full revaluation of church assets took place on the 17th May 2017 by Ian Goldsmith of Goldsmiths Auctioneers.

An informal revaluation was undertaken by Ian Goldsmith as at 31 December 2019 and 31 December 2020.

A full valuation was due at 31 December 2020 but was not possible as the assets held at the bank could not be inspected due to COVID 19 restrictions. The valuation was based upon the fair value which could be reasonably expected to be received under normal market conditions. The valuation required research of items sold at auction and insurance values.

The revaluation in 2017 resulted in a fair value adjustment to the revaluation reserve of £40,087.

The revaluation in 2018 resulted in a reduction of £2,587.

The revaluation in 2019 resulted in an increase of £7,500. There was no change to values at 31 December 2020.

(b)

Investments	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL £
Market value 1 January 2020	1,054	-	11,918	12,972
Revaluation gain/(loss)	(300)	-	849	549
Market value at 31 December 2020	754	-	12,767	13,521
Holdings at 31 December 2020				
450 Shares in NatWest Group (formerly Royal Bank of Scotland)	Fund General	£ Operating value 1,054	£ Movement (300)	£ Value at 31/12/20 754
Chancel: 428 Income units in CBF Investment Fund	Chancel	8,166	583	8,709
Jesus Church: 195.15 Income units in CBF Investment Fund	Jesus Church	3,732	266	3,998
		12,972	549	13,521

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CURRENT ASSETS

(a)

Stocks

Communion supplies, cups

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
Communion supplies, cups	418	-	-	418	192
	418	-	-	418	192

(b)

Debtors

Income tax recoverable

Agency Collections

Other debtors and prepayments

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
Income tax recoverable	1,605	59	-	1,664	3,287
Agency Collections	90	-	-	90	-
Other debtors and prepayments	4,232	1,850	-	6,082	10,998
	5,927	1,909	-	7,836	14,285

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LIABILITIES

Creditors falling due within one year

Accruals and Deferred Income

Other creditors and accruals

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
Accruals and Deferred Income	1,832	883	-	2,515	2,580
Other creditors and accruals	8,977	1,985	-	10,962	16,298
	10,809	2,868	-	13,477	18,878

Notes to the Financial Statements
for the year ended 31 December 2020

8	GRANTS RECEIVABLE	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
	Listed Places of Worship Grant Claims	2,586	-	-	2,586	17,525
	Worshipful Company of Grocers	-	1,500	-	1,500	3,000
	Feeoffees	-	1,850	-	1,850	1,250
	Feeoffees for Munch Club	-	500	-	500	750
	Oundle & District Care for Munch Club	-	-	-	-	500
	Oundle Evergreen for Munch Club	-	-	-	-	650
	Waitrose Community Matters for Munch Club	-	325	-	325	540
	Western Power Distribution 'In This Together' - Community Matters	-	400	-	400	-
	Historic England COVID-19 Emergency Heritage at Risk Response Ft	-	6,375	-	6,375	-
	Parvis Roof project	-	-	-	-	-
	Wolfsen Foundation	-	-	-	-	5,000
	Garfield Weston Foundation	-	-	-	-	10,000
	Northamptonshire Historic Churches Trust	-	-	-	-	2,000
	Francis Coates Charitable Foundation	-	-	-	-	2,500
		2,586	10,950	-	13,536	43,715

9 **MISSIONARY AND CHARITABLE GIVING**

UK and overseas. This is reviewed by the Missions Group who recommend any changes to the PCC.

	Unrestricted 2020 £	Total 2020 £	Total 2019 £
CHURCH OVERSEAS			
Missionary Societies			
CMS	2,032	2,032	2,087
BCMT (formerly Crosslinks)	4,878	4,878	5,768
SAT7	1,626	1,626	1,670
Teartund	1,626	1,626	3,428
US	2,032	2,032	2,088
	12,194	12,194	15,041
Direct support			
St Andrew's College, Paraguay	1,626	1,626	1,670
	1,626	1,626	1,670
Other			
Historic Churches Preservation Trust	50	50	50
Langley House Trust	1,620	1,620	1,670
Hope into Action	813	813	835
Place of grace - coffee taking	-	-	208
Hope into Action - coffee taking	-	-	208
Coffee surplus to be allocated	100	100	-
FIT to friends of St Peter's Church	1,829	1,829	3,290
Christian Aid	-	-	1,000
Light Project, Peterborough	-	-	758
Oundle Clock Fund	-	-	100
Alpha	-	-	412
	4,412	4,412	8,531
TOTAL	18,232	18,232	25,242

Notes to the Financial Statements
for the year ended 31 December 2020

10 CBF DEPOSIT FUNDS

	GENERAL £	BUILDINGS £	ORGAN £
OPENING BALANCE	68,103	29,423	16,514
Interest	291	125	70
From / (To) Current Account	25,000	-	-
CLOSING BALANCE	93,394	29,548	16,584

	Endowment CHANCEL £
OPENING BALANCE	2,382
Interest	246
Dividends	10
CLOSING BALANCE	2,638

Notes to the Financial Statements
for the year ended 31 December 2020

11 ANALYSIS OF FUNDS

	Balance at 1 January 2020	Incoming resources	Resources expended	Transfers	Revaluation gains/losses	Balance at 31 December 2020
	£	£	£		£	£
Unrestricted funds						
Designated funds:						
Building Fund	20,323	125	-	-	-	20,448
General reserve	56,043	291	-	-	-	56,334
Parvis Roof	-	-	(2,506)	2,506	-	-
Organ Fund	16,514	70	-	-	-	16,584
General fund	106,075	303,181	(238,575)	(6,079)	(300)	163,302
	197,955	303,667	(241,171)	(3,483)	(300)	256,668
Restricted funds						
Fecoffees	1,350	1,850	-	-	-	3,200
Servery Project	13,000	-	-	-	-	13,000
Hardship Fund	1,055	-	(777)	-	-	278
Worshipful Company of Grocers	-	1,500	-	-	-	1,500
Holiday at Home	147	500	-	-	-	647
Cremated Remains Area	357	-	-	-	-	357
Western Power	-	400	(320)	-	-	80
Friends of Oundle Parish Church	473	-	-	3,483	-	3,956
Clock & Bells Fund	4,722	1,331	(3,185)	-	-	2,868
OCYA for Youth Minister	-	1,500	(1,000)	-	-	500
Munch Club	827	1,473	(954)	-	-	1,346
Explorations Outings	259	-	-	-	-	259
Historic England	-	6,375	(1,105)	-	-	5,270
Friends in Need	-	363	-	-	-	363
Website	-	1,320	(1,320)	-	-	-
Laptop Fund	-	800	-	-	-	800
West Porch Café	648	75	(99)	-	-	624
	22,738	17,487	(8,780)	3,483	-	34,948
Endowment funds						
Chancel compounding fund	10,568	256	-	-	583	11,407
Jesus Church income fund	3,947	112	-	-	266	4,325
	14,515	368	-	-	849	15,732
Total funds	235,208	321,522	(249,931)	-	549	307,348

The Fecoffees was a donation received for expenditure on the fabric of the building and for youth minister costs. Spending of the funds has been delayed due to COVID-19. The funds have been allocated to be spent on works due to commence in 2021.

The Servery Project Fund contains donations to be spent on the Servery Project.

The Hardship Fund was a donation received to provide a fund to spend on small grants for members of the congregation in financial difficulty.

Worshipful Company of Grocers is a grant to be spent on the fabric of the building. COVID delayed these works and the funds will be spent in 2021.

Holiday at Home Fund is donations received specifically for the running of the Holiday at Home Outreach Event.

The Cremated Remains Area fund was a legacy to be used on the cremated remains area.

Western Power is a grant received for provision of Christmas Hampers.

The Friends fund consists of donations from the Friends of Oundle Parish Church to be spent on projects as agreed between the PCC and the Friends.

The Clock & Bells Fund is funding for the Clock Tower and Bell works.

OCYA for Youth Minister is a donation received for the costs related to the Youth Minister.

The Munch Club came under St Peter's umbrella from December 2018. The funds are administered separately.

The Explorations Outings fund are funds raised to be expended on outreach.

Historic England fund is funding from Historic England for repair works.

Friends in Need Fund is donations received to be allocated at the Vicar's discretion for parishioners in need.

Website Fund is for a donation received to upgrade the church website.

Laptop fund is a donation received to fund the purchase of a laptop for the vicar.

The West Porch Café fund are funds raised to be expended on youth.

A transfer of £3,483 has been made to reallocate money to the Friends of Oundle Parish Church restricted fund, previously shown in general funds. These are funds provided in 2017 by FoOPC that remain unspent - they have been allocated to be spent in 2021.

12 RELATED PARTY TRANSACTIONS

During the year the Trustees made aggregate donations to St Peter's Church totalling £71,043 (2019: £24,453).