



St Michael and All Angels, Ledbury

ANNUAL REPORT and ACCOUNTS

For the year ended 31 December 2020

ST MICHAEL AND ALL ANGELS, LEDBURY

ANNUAL REPORT AND ACCOUNTS OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2020

DEANERY - LEDBURY

DIOCESE - HEREFORD

Registered Charity Number: 1132846

Incumbent - Rev. Keith Hilton-Turvey

The Rectory, Worcester Road, Ledbury

Independent Examiner - Luke Keegan

Bankers - Lloyds

6-8 High Street, Hereford

Architect - Jane Chamberlain

Caroe and Partners, 34-36 Church
Street, Tewkesbury

It is the duty of the Incumbent and Parochial Church Council to consult together on matters of general concern and importance to the parish, and to co-operate in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Membership

During the year, the following served as members of the Parochial Church Council:

To 15 October 2020

Incumbent Rev. Keith Hilton-Turvey

Associate Minister Rev. Tony Hodder
Self-supporting Minister Rev. William Simmonds

Churchwardens Dr Christine Bainton
 Julian I'Anson

Elected members	Sue Simpson	Assistant Churchwarden
	Peter Tattersall	Assistant Churchwarden
	Richard Thursby	Assistant Churchwarden
	Christabel Panter	Deanery Synod
	David Houghton	Deanery Synod
	Heather Lucas	1 Year
	Andrew Beech	2 Years, Secretary
	Catherine Beech	2 Years, Treasurer
	Benjamin Hilton-Turvey	2 Years
	David Kirkham	3 Years
	Peter Scull	3 Years
	Ian Stainburn	ex-officio (<i>retired 30 June</i>)
	Tim Keyes	co-opted

From 15 October 2020

Incumbent	Rev. Keith Hilton-Turvey	
Associate Minister	Rev. Tony Hodder	
Self-supporting Minister	Rev. William Simmonds	
Churchwardens	Dr Christine Bainton Julian I'Anson	
Elected members	David Houghton	Assistant Churchwarden
	Sue Simpson	Assistant Churchwarden
	Peter Tattersall	Assistant Churchwarden
	Richard Thursby	Assistant Churchwarden
	William Hopkinson	Deanery Synod
	Christabel Panter	Deanery Synod
	Peter Veasey	Deanery Synod
	Andrew Beech	1 Year, Secretary
	Catherine Beech	1 Year, Treasurer
	Benjamin Hilton-Turvey	1 Year
	Peter Scull	2 Years
	Ian James	3 Years
	Diana Veasey	3 Years

Committees

The Parochial Church Council operates through a number of committees and sub-committees which meet as necessary between full meetings of the Council. All committees submit to the Council reports on their discussions, and all matters of policy and action are approved by the full Council.

The report of the Council is given below and, where appropriate, reports of the Committees are printed in the following pages of this Annual Report.

The committees are: Bell Project (sub-committee), Concert, Fabric (sub-committee), Finance (sub-committee, *from 20 July*), Local Ministry, Standing, Stewardship (*to 20 July*).

Church attendance

There are **157** parishioners on the Electoral Roll compared with 154 in 2019.

Because of government restrictions to counter Covid-19 no services were held at Easter. At Christmas there were **48** communicants (133 in 2019).

The normal average weekly attendance was 127 until the March lockdown (110), and 67 after the church reopened for services in July during the various subsequent phases of Covid-19 restrictions.

Review of the year

2020 was an extraordinary year in the life of St Michael and All Angels church. In January Covid-19 was a novel virus that affected people in the Far East. By the end of February it was known to be in England, and spreading. The 10 a.m. service on the third Sunday in Lent was the last service held in St Michael's for over three months.

The government restrictions were abated in June, and the church reopened, but for private prayer only, on 15 June. Opening was (and remained through the remainder of the year) limited to five days/week.

Services were able to resume from 5 July, albeit limited to one service per Sunday. Seating capacity of the church was significantly reduced to permit social distancing, with hand sanitising enforced, no singing and, until late in the year, no communion.

Many of our parishioners, and many others in the town and surrounding area, were obliged to stay at home and shield themselves because of age or underlying health conditions. The church provided Christian worship online for them and others to encourage members of the congregation and others in their faith. This has been a successful outreach, and has been much appreciated by those that have used it. Up to the end of the year, online services continued to be offered in parallel with those held in the church.

The Parochial Church Council (PCC) continued to meet throughout the year, sometimes by force of necessity online by Zoom. It met on eleven occasions during 2020 and the Standing Committee six times. The major items for discussion included how the church might reach out to children and families, replacing the lease of St Katherine's Hall with something better fit for purpose, the proposals for reordering submitted by the Buildings Working Group and the associated Conservation Management Plan. Discussions continued with David Chapman and others to seek to resolve the issues that he raised at the APCM in 2019.

The 2020 APCM had to be delayed until 15 October 2020 because of the impact of the Covid-19 outbreak. Following that meeting a group was set up to review the church communications strategy, and another to review baptism policy. The work of both groups will continue into 2021. Much of the other work of the church had to be curtailed because of the Covid-19 outbreak, as will be apparent from the individual reports that follow.

Despite delays caused by the Covid-19 outbreak, the project to expand the ring of bells from eight to ten was virtually complete by the end of the year. One of the bells bears an inscription commemorating those in the parish affected by the Covid-19 outbreak. The Remembrance bell, commemorating those who served and those who fell in the First World War was rung on Remembrance Day. Ringing, too, was still restricted at the year's end to meet social distancing rules.

The quinquennial inspection report continues to be actioned, and other necessary maintenance work carried out where possible because of Covid-19 restrictions. These affected progress on relighting the chancel. By the end of the year a contractor had been appointed and contracts were being drawn up. It is hoped that the work will be completed in the early part of 2021.

The Safeguarding Officer has reported that there were no incidents reported during the year.

Copies of PCC Minutes and those of the Standing Committee and Fabric Sub-Committee are available for inspection in the purple folder at the back of the church.

On behalf of the Parochial Church Council

Chairman.....

Date.....

FRIENDS OF LEDBURY PARISH CHURCH

When the Friends Committee proudly produced its first annual programme of events at the 2019 AGM we were patting ourselves on our collective backs for being so organised and for coming up with such an attractive and diverse range of events. A successful Burns Night (attended by nearly 80 people) in January 2020 gave further cause for satisfaction, and this was followed up in February by the formidable double-act of Ian Beer and Margaret Chapman treating their audience to their “Bluffer’s Guide to Ledbury Church”. And then that was that! The remaining five items on our programme were suspended (but will, I promise, take place in due course) and we decided that a Zoom AGM would not really work for our membership. We therefore circulated all the papers (many thanks to Jenny Silcock for this) by email and some printed copies. One effect of all this is that we have not been able to generate any income. Our prudently garnered reserves, however, have allowed us to support two lighting projects: the illumination of the restored Last Supper painting and the planned improvements to lighting in the chancel. A previous grant made by the Friends also played an important part in enabling the successful completion of the Ledbury Bells project. The one retirement from our committee is that of our Secretary Brian Bowers. Brian did sterling work in leading the revision of our constitution as well as accomplishing with characteristic care and efficiency the many other duties of a Committee Secretary. We are very grateful for his contribution to the Friends. Look out for an exciting new programme in due course, and please (a) join the Friends if you are not already a member (contact me and I will put you in touch with Jenny), and (b) suggest items for future programmes (themes, speakers or social events).

Tim Keyes

LESSON READERS ROTA (FOR THE 10AM SERVICE)

Lesson reading is an essential part of our worship. We would normally have three readings at the 10 am service. At the end of 2018 there were about 40 readers who shared the duty of reading during the service. However, as 2020 was not a normal year, Keith created a list of readers willing to record the three readings for the pre-recorded service. The pre-recorded readings were also used in the 10 am service held in church.

Currently we have about 40 readers who share the duty of reading during the service. We would like more volunteers to read particularly if they would like to read at special services (Ash Wednesday, Maundy Thursday, Christmas Eve and Christmas Day). We also need volunteers to read at the 18:30 service on the second Sunday each month. If you would like to volunteer, please let me know and I will pass your details to my replacement. The duties are not too onerous, at present each volunteer reads a lesson about 3 or 4 times a year. We at St Michael’s Church are blessed with several retired clergy who will help you prepare for reading the lesson.

I am sorry that I will not be continuing with this duty after the APCM. However, a big thank you to all our readers for your participation. I look forward to listening to your reading in the future.

Richard Thursby

INTERCESSIONS

During the lock-downs of 2020 books have become even more essential to my daily routine. It's been a golden opportunity to look again at some of the books on my shelves. Amongst my 'spiritual' books is one which I was given when a student with the title *Prayer – the Christian's Vital Breath* written by L.A.T. Van Dooren. The title shows us how essential prayer is by using the word breath: without breath our very lives are threatened.

Leading intercessions in church is such a privilege and responsibility, we are grateful to all those who are prepared to conduct our prayers and help us in bringing to the Lord those matters which concern us, locally, nationally, internationally and personally. With our on-line services it has meant that we can take our time to reflect for longer as the prayers are shown on our screens. This has perhaps been one positive side of our services during this difficult year.

The intercessors rota has for many years been just for Sunday services. Keith would now like to have prayers led for services which fall on days other than Sundays. I have contacted those whose duty falls close to the non-Sunday act of worship asking them to lead on these special occasions. The main occasions are Ash Wednesday, Maundy Thursday, Ascension Day, Christmas Eve and Christmas Day.

Thank you to all who have made my task so straightforward during the past year. Should others feel that this is something which they would like to be involved with then do please let me know.

Ann Gates

SACRISTAN AND SERVERS

Over the last year due to the significant restrictions placed on services due to the Covid pandemic there has been very little call on the the sacristans and servers.

In normal times, however, the sacristans and servers provide an important ministry that is much valued by lay and clergy alike. It is the duty of the Sacristans to care for the sacred vessels, vestments, candles etc. used in services. This involves cleaning and preparing the items for use in services, and maintaining supplies of waxes and wine amongst other things. The servers attend to what might be called the supporting tasks at services, such as fetching and carrying sacred vessels and the cross. Sue Entwistle manages the duty rota.

The sacristans and servers normally cover the 8 o'clock and main 10 o'clock services as well as occasional special services, such as the Palm Sunday procession and the Remembrance Day service at the memorial. At the last count there were only eight sacristans and servers to cover all of these services. This is really not enough, and leaves little room for leeway should a sacristan or server be unable to assist at a service for whatever reason. So, we welcome enquiry from anyone of any age who thinks that serving or acting as a sacristan is something that they might be able to do.

William Simmonds, Chaplain to the Servers

YOUNG CHURCH

This has of course been a year like no other. It began, as in previous years, with our usual Young Church sessions and the ongoing challenges of managing varying attendance numbers and age groups. Then 'out of the blue' came the pandemic and sessions abruptly ceased. In one fell swoop most of the lovely community events and joint working between churches became impossible. There was no Easter Sunday Egg Hunt, Alternative Halloween, and Advent Parties, Carol Singing, Christmas Eve Christingle, Christmas Day Nativity Play and no Messy Church meant we could not support that either!

There were positives; we still kept in contact with families. We provided links to activities via Roots for Children and Young People, Sermons4Kids and Mary-Anne Keyes Open the Book Stories, with all being well received.

During the autumn, when restrictions were somewhat relaxed, we tried a new initiative 'Forest Church for Children and Young People'. We had just a small group of young people and met in the Church grounds. We talked about the changes and uncertainties that we had all experienced. Discussions focused on what could be done rather than what could not; enjoying the beautiful world around us that God created and being thankful we lived in Herefordshire. All of the young people were glad to be back at school and able to see friends again. The session included a natural weaving activity, 'Tangle Triangle' reminding ourselves that God knows about the things that we are anxious or worried about and is always there for us. We made a 'Prayer Heart' and brought people and issues to God, then replanted the Church containers with beautiful Autumn Pansies. The session finished with refreshments, all socially distanced and Covid-19 risk assessed of course.

A further Forest Church was planned for November, but another lockdown prevented this. Inclement weather in December followed. We held one indoor session around the theme of Advent and made Christingle Oranges for the outdoor Carol Service.

Young Church also organised the Giving Tree. As a result of the congregation's generosity, a large number of children and parents from Ledbury Primary School and older people in Ledbury Community Hospital and Nursing Home, had a happier Christmas, knowing that someone had thought about them and shared love at Christmas time.

We arranged for the Travelling Crib to go to Ledbury Primary School Nursery during December. They loved having it and found the Crib a great way to explain the Christmas Story to their young children.

Members of Young Church also supported the Ledbury Nativity Trail initiative by decorating their windows with the appropriate part of the Christmas story. A wonderful piece of joint working with other churches in Ledbury.

2021 has begun with similar challenges to last year and of course the pandemic! We are continuing to work with other churches in Ledbury, to consider how we maintain the offer of activities to children and young people in the area, this will include the Locally Encourage All to Flourish (LEAF) Project. We recently contacted the inter-generational missionaries at Hereford Diocese, they have supplied details of on-line resources and we plan to have a meeting with them and other interested parties.

On reflection, perhaps we did not do too badly after all! Huge thanks are due to John Buttle, Julia Warren, Mary-Anne Keyes, Heather Lucas and our colleagues in other churches, for their commitment, hard work and inspiration in making all of this happen.

Jill Jupp

PRAYER MINISTRY GROUP

I usually report that we have been offering Prayer Minister after the morning service on a Sunday. However this happened only in the first two months of the year. We have prayed individually if we have received prayer requests and look forward to recommencing this ministry when the Covid situation improves.

Christabel Panter

TOWER REPORT

On Christmas Day 2020, we rang six bells for the morning service. In any other year, this would have been unremarkable, but on this occasion it was quite an emotional experience. We had always hoped to be ringing again for Christmas. The next day, we were out of Tier 1 of lockdown and into Tier 2 (one bell only). Although 2020 was a year in which so little ringing took place nationally, however, the bells in our tower underwent their biggest overhaul since they were installed as a ring of 8 bells in 1690. A short summary:

In the bellchamber - two additional bells, two new replacement bells, the repair and refurbishment of the other six bells and all their fittings, an extended frame and a new simulator linked to computers in the Ringing Room;

- In the clock room – all the clock / carillon hammers taken away for repair and refurbishment.
- In the Ringing Room - a new training bell and major improvements to heating, lighting, wiring etc.
- On the ground floor, a new exhibition space as part of an initiative, supported a National Lottery Heritage Fund
- In the tower as whole – complete re-wiring, a much improved fire safety system, repairs to stonework, woodwork, walls and windows, additional safety rails and other carpentry additions on the upper levels, and substantial redecoration.

It was not easy to raise money in 2019 under the constant cloud of Brexit discussions. This paled into insignificance compared with the challenges of 2020 and Covid-19. Nevertheless, the generosity of many, many people along with a number of grants from different bodies enabled us to reach the target of £280,000 by the end of 2020. Increased costs in a number of areas still leave us a bit short of what we need to achieve all our aims, but it is a huge relief to have come so close.

Inevitably, there is a feeling of anti-climax at the moment. We had planned a number of public events in connection with the return of the bells. We had hoped to involve local schools in various initiatives. We also wanted to celebrate the return of the bells with a grand dedicatory service in a packed church. Above all, we were itching to ring this wonderful restored and augmented set of bells! None of this was possible and the bells wait patiently to be called into service! Now that the clock and carillon hammers have been repaired, restored and replaced, all the work on the bells themselves is complete. Many of you will have seen (and I hope studied) the 16 display banners in the church covering many different aspects of bellringing. These will be moved to the tower in due course but

will also be taken around for public display to other sites in Ledbury. The exhibition area will open as soon as lockdown is over and tours of the tower can begin. In the meantime we need to furnish the ringing room, and plan and equip our educational programme.

The bellringers have met weekly on Zoom since April 2020. We have remained a bonded group and are really looking forward to getting back to previous levels of confidence and skill in practising our art.

A few “thank yous” to finish: to our Bells Committee (Tim Keyes, Frank Seabright, Judith Faux, Andrew Beech, Cath Beech) for a huge amount of work over more than two years; to the PCC for trusting us to succeed; to the many volunteers from among local ringers, members of the congregation and other friends of the church who have assisted with aspects of the project and helped to save us money; to many local organisations, including the Town Council, and to businesses who have given us great support; to all our donors for their encouragement and generosity. It has been quite a journey but a great outcome.

Tim Keyes

HOME COMMUNION TEAM

The Home Communion Team is a team of currently seven trained lay persons and clergy who take Communion to various residential homes and private residences in and around Ledbury and Eastnor. The ministry is an important one as it can be a reassuring reminder to people who for whatever reason have difficulty leaving their homes that they remain a part of a larger Christian fellowship.

The last year has been a very frustrating time for the team for obvious reasons. The Team were due to meet shortly before the first national lockdown began in March 2020 but this had to be cancelled. In the extended periods of lockdown between then and now it has simply not been legal to visit people in their homes to take them Communion; even when lockdown has been relaxed, it has not been relaxed sufficiently to allow the visits to go ahead. However, although home visits have not been possible, some effort has been made by various members of the team to at least remain in contact by phone or email with those who they would normally take Communion to. The team look forward though to a time when they can resume their Home Communion ministry by making proper home visits.

William Simmonds, Home Communion Team Coordinator

SMALL GROUPS

This has been a difficult year with groups not meeting in the flesh due to lockdown, etc. However, this report will focus on what has been done despite the virus.

DAVID HOUGHTON'S GROUP:

Looking back on 2020, our group has had busy year, and has much for which to be thankful. We now number fifteen, with three joining the group during the year. On average we number 12 at each session. We still meet fortnightly and have a summer ‘break’ during July and August.

Each meeting will include a Bible study, prayer, a time of worship and general sharing, sometimes with an activity. Prayer items are circulated after each time together. During

Advent, the group wrote their own words for an Advent song, and these were published to help with private devotions. Two Zoom Social meetings have featured during the year, including a great Christmas Quiz, organised by Tim and Mary Ann Keyes. Every group member contributed a round - great fun!

Pastoral support has been especially important during lockdown times, and has been much appreciated as the members have 'looked out' for one another. Our programme has included studies from the book of Daniel, 'How do we really pray?', 'Preparing for Advent' - looking at various Christian disciplines, and we participated in the ecumenical Lent groups. The group is fortunate to have gifted members willing to lead discussions - a blessing for the leader!

The lack of getting together physically has been missed, but God has been gracious to us in so many other ways for which, I repeat, we are very thankful.

GWEN KIRKHAM'S GROUP:

We are very blest in that we have been able to regularly meet each week this year by Zoom. All ten of us sharing news and praying together. Each week a different member leads bible study and we are still growing spiritually. Praise the LORD!

The remaining groups (four of them) have not met because of lockdown, lack of ability to use Zoom etc. but members and leaders have kept in touch with one-another by telephone and other means.

David Kirkham

LEDBURY DEANERY SYNOD

We met twice in the year - once just before lockdown, and once by Zoom in December. On 19 February the Synod met in St Michael's, where 50 members gathered to look at the future shape of Ministry in Ledbury Deanery. There was a discussion about a Deanery grant from the diocese to employ a person to help with this; how could a grant best be used? We would need to work out the priorities, decide where most help is needed and where and how we can develop new ways of delivering the church's ministry. The clergy had already been looking at this, and this meeting brought the initiative to a wider audience.

Next - we need to meet again as a Deanery to continue discussion of ideas and looking forward to some ideas from the churches of the Deanery.

Christabel Panter

FINANCE SUB-COMMITTEE

The Finance subcommittee has met on two occasions and also dealt with some other matters by correspondence. Its agenda has included matters related to financial policies and procedures. The sub-committee has replaced the Stewardship committee on financial matters (but not those relating to time and talents).

Cath Beech

OPEN THE BOOK

In Ledbury we started the spring term of 2020 by telling the story of the Wise Men, complete with camels (chairs turned backwards and covered in bright coloured cloths) and a child to carry the star. We ended 2020 by the two teams getting together, socially distanced, and making a video in the Chapter House and around the churchyard of “It Begins in Bethlehem” by Bob Hartman, a rhyming nativity play specially published by the Bible Society for OTB. Mary Anne filmed us and sent it to both primary schools. We were able to give all the children at Eastnor a copy of the Bob Hartman book.

Between those two 'bookends' lay many months of lockdown, re-opening, shielding and social distancing during which the Bible Society, who administer OTB, instructed teams not to go into schools. There was also a prohibition on the use of copyright material so our initial attempt to 'keep the book open' by recording ourselves reading the stories had to cease. Knowing, however, that there were at least a few families and children who might enjoy something online presented by a familiar face, I continued to record stories from the Old Testament throughout the summer. Since I re-wrote them myself there were no copyright issues! Once schools reopened in the Autumn the Bible Society instructed us that we could record OTB stories and upload to YouTube. Several members of the team enjoyed doing this and the offerings were warmly received as teachers closeted with their 'bubbles' were delighted to have a different voice in the room, even on video! Although it is less clear how much the videos are being used while schools are closed we want to keep open the door for God's Word so we are continuing to record and share the stories. Please continue to pray for this work, for the schools and staff and for the OTB teams. Thank you.

At Eastnor we had reached the end of the Open the Book Year One stories from the Old Testament when the lockdown came and sadly, were unable to continue, although we were able to send the school our Nativity video and the Bob Hartman book.

Some good news: Eastnor School now has a Zoom assembly once a week and we have been invited to take part in some way, so this week (5 Feb 2021) we are going to tell a short story and have a prayer, we hope this will be a regular weekly event. Please pray that we can continue our contact with the School and that Open the Book will be back when the lockdown ends.

Mary Anne Keyes (Ledbury OTB Team)/Heather Lucas (Eastnor OTB Team)

CHURCH MISSION SOCIETY

As our CMS partners are in a country in Asia where they have to be careful about their whereabouts, I cannot say much about their activities. However they have been on Covid leave in the UK, and we have been able to have two Zoom meetings with them. So we have now “met” them and got to know more about their work in Asia. We receive a regular newsletter from them; if you want a copy I can supply it. Please pray for these countries in Asia where it is difficult to preach the Gospel.

Christabel Panter

LEDBURY DEANERY MTWARA LINK

Nothing to report this year.

Elaine Toyer and Brian Bowers
On behalf of the Deanery Tanzanian Committee

CONCERT COMMITTEE

Because of Covid-19 restrictions, the Concert Committee did not meet in 2020, and no concerts were held.

Sue Andrew

BANNERS REPORT

Following deployment of our banners for Christmas 2019, the rector suggested that we had a break to respect the preferences of those people in our church family who like to see the building in general, and its stone pillars in particular, without adornment. The intention was to request his agreement to put up banners later in the year maybe starting with Harvest and Remembrance Sunday. In the event the church was further cleared in response to the Covid-19 epidemic, and has remained clear of loose furnishings since.

After the enforced long break I very much hope we will use our banners to follow the church year through 2021-2022, starting as soon as acceptable with due regard to Covid-related health and safety considerations.

Feedback on banners and their deployment is always welcome, as are offers of help to design and produce new ones from time to time.

Diana Veasey

FLOWER GUILD

We started the year on a negative note as we were unable to decorate the Church for Easter but with the agreement of those who had sponsored a Lily for a loved one, we have retained the donations to fund a small scale Flower Festival to celebrate the eventual defeat of the Coronavirus and a return to something approaching normality.

At the end of the first 'lockdown' when the Church was open for Private Prayer only, I initiated a simple arrangement at the North Door to welcome any visitors. After a few weeks, a 'skeleton rota' was re-introduced and any 'Year's Mind' flowers were also remembered.

There were sufficient Volunteers to honour the Patronal and Harvest Festivals and Remembrance Sunday and the flowers arranged for Christmas, although again, few in number were made more cheerful by some additional 'sparkle'.

As I write this we are back in deeper 'Lockdown' but with the roll-out of the Covid-19 vaccine, maybe we will be able to celebrate Easter 2021 as befits the occasion.

The Guild is in a similar position to other small groups; COVID has taken its toll. Our fund at the present time is £601.00 which includes donations for lilies of £89.00. This will be

used to purchase flowers for a celebration when COVID is no longer an issue. Therefore the fund is actually £512.00.

The Guild members are very grateful for any help towards costs i.e. The Patronal Festival flowers, the brown bin and the oasis. The Guild purchases flowers for Christmas (this year £96) and flowers to compliment the lilies at Easter and flowers for other special occasions. The Guild members mostly cover the costs of their own arrangements for normal services, although expenses could be claimed. The Treasurer is very grateful and believes the Guild members really enjoy their involvement in making a visit to the church a lovely experience.

Pauline Smith/Celia Wargent

BUILDINGS WORKING GROUP

The BWG had a relatively quiet year, partly due to the effect, direct and indirect of Covid. The draft Conservation Management Plan (CMP) was considered by the PCC on several occasions during the year. No major concerns were expressed about the general structure and content and the hope was that final agreement would be reached in early 2021, as it was on the main body. An important component of the CMP will be a Liturgical Plan (LP). A draft was agreed by the BWG in July. That had not been agreed by the PCC at the year's end, and several other Appendices also awaited completion.

BWG recommended to the PCC, who accepted the advice, that an application should be made to the Major Churches Support Network for support in refining and crystallising the ideas in the reordering proposals into a coherent project. The application has not yet been made, pending discussions (impeded by Covid restrictions) with other churches that have carried out major projects.

Finally, but most importantly, the BWG expresses its deep appreciation of the leadership and professional input made by Ian Stainburn to its work since its inception. The whole parish owes him an immense debt of gratitude.

William Hopkinson

LEDBURY MOTHERS' UNION

We were able to hold just two meetings during the year, a members' afternoon in February and on the World Day of Prayer in March. No further meetings were held after that because of the lockdown restrictions. We have kept in touch with each other by telephone and had several calls and emails from the diocesan Mothers Union to keep in touch and make sure that everyone was alright.

Janet Gallagher

DATA PROTECTION

2020 has been a non-event as far as GDPR is concerned.

About 140 members of the congregation have provided completed a Consent Form. These are now kept safely in the church office. If you have still not completed a consent form

please get one from the table at the back of the church, fill it out and put it in the pigeon-hole for me to get you included. Without it we shouldn't contact you!

The detail from the Consent Forms is on a Database. (For the technically minded the data base is a password protected Excel Spreadsheet). I will be passing the role of Data Administrator onto another after the AGM. I have suggested to the PCC that we reduce the number of Data Administrators from four at present to two in the future. I am proposing that Sarah Williams remains the first point of contact and that a member of the PCC (preferably an Assistant Church Warden) is the principal contact. For the time being please pass any enquiries to me and I will pass them on.

Thank you for your help.

Richard Thursby



St Michael and All Angels, Ledbury

Annual Meeting of the Parishioners of St Michael and All Angels, Ledbury

St Michael and All Angels church, 15 October 2020

The meeting was chaired by Rev. Keith Hilton-Turvey.

1. Rev. Hilton-Turvey opened the meeting with prayer.

Minutes of meeting held on 3 April 2019

2. These were agreed unanimously and signed by the chairman. There were no matters arising.

Election of two churchwardens

3. Two persons had been duly proposed and seconded:

Dr. Christine Bainton
Julian l'Anson

Christine Bainton and Julian l'Anson were duly elected.

4. The meeting closed at 7.40pm.

Signed.....

Dated.....

Annual Parochial Church Meeting

St Michael and All Angels church, 15 October 2020

Present

1. The meeting was chaired by Rev. Keith Hilton-Turvey. 55 parishioners attended with 17 apologies.

Minutes of meeting held on 3 April 2019

2. The minutes of the meeting held on 3 April 2019 were discussed. Andrew Beech recognised that the record of the discussion following David Chapman's intervention in the discussion of questions of parochial and general interest was incomplete. Having discussed this with Rev. William Simmonds he proposed the following amendment to the third paragraph:

"In response to observations by David Chapman it was agreed that the PCC would consider his comments. A majority who spoke felt that the church was welcoming and encouraged them to fulfil their potential. However, others felt that this was not the case and cited examples. It was recognised that not all the people can be pleased all the time."

David Chapman proposed that this be amended further to reflect the deep unhappiness experienced by many members of the congregation, and that he had asked the PCC to seek help from the diocese to resolve the issues. This proposal received 15 votes in favour, none against and 3 abstentions, whereas Andrew Beech's proposal received 20 votes in favour, none against and 3 abstentions. Andrew Beech's proposal was thus carried.

Ian James proposed an addition to the same paragraph, as follows:

"In response to a direct question from Ian James, the Rector stated that he would not be prepared to allow women priests to officiate or preach at the main services at St Michael's."

This amendment was carried with 24 votes in favour, none against and 6 abstentions.

Thus amended the minutes were adopted by 29 votes in favour, none against and 3 abstentions.

Matters arising

3. None reported.

Rector's report

4. The rector gave his report of the year's activities and recorded his thanks to those who had contributed (see Annex A).

Treasurer's report and reception of accounts

5. The Statement of Financial Affairs for the year ending 31 December 2019, the Balance Sheet as at 1 January 2020 and explanatory notes had been printed in the Annual Report. A summary page of the finances of the church in 2019 had additionally been included. This was a new feature of the Annual Report. The accounts reflected two further changes during 2019. Firstly the Arthur and Biddy Heaton Trust had now been transferred to the church, but retained the same objectives. Secondly the Education Fund had now been established as a fund connected to the St Michael's charity. Cath Beech, reporting on the accounts, felt that these changes would improve their transparency.

6. There were two changes to the summary page since the year end. The generous bequest from Alan Meikle was for church upkeep, and might not be spent entirely on replacement of the rainwater goods. Secondly the cost of the chancel lighting had increased and might not now all be met by the Friends.

7. With legislative and other changes the financial affairs of charities had become increasingly complex. Accordingly the PCC had set up a Finance Sub-Committee to oversee the financial processes of the church. Its current membership was: Cath Beech, David Houghton, David Kirkham and Richard Thursby.

8. Cath Beech reported that the Covid-19 outbreak had impacted on church finances. She thanked all those who had changed their forms of giving to allow the church to adjust to the changes. The impact of the outbreak would be reported in the 2020 accounts in due course.

9. Acceptance of the accounts was proposed by Cath Beech and seconded by Christine Bainton. They were adopted unanimously.

PCC resolutions

First resolution

10. Following advice from the diocese the PCC proposed to bring the terms of office of assistant wardens into line with that of elected lay representatives. In law assistant wardens were to be regarded as elected lay representatives (see Annex B).

11. In discussion it was acknowledged that the post of assistant warden was not specifically recognised in law. This is why assistant wardens needed to be considered as elected lay representatives and brought within the same electoral process. But the rules did not preclude electing assistant wardens separately as if they were elected lay representatives, but with the church acknowledging in this process their calling to the role of assistant warden.

12. Andrew Beech proposed the resolution, seconded by Keith Hilton-Turvey. It was adopted by 31 votes in favour, 2 against and 12 abstentions.

Second resolution

13. Andrew Beech explained that the Church Representation Rules 2020 (CRR) linked the number of elected lay representatives on a PCC to the number of people on the church electoral role. With the current numbers on the electoral roll this figure was 12. The church had, however, operated with fewer than the number provided. The figure currently was 10, made up of 6 elected lay representatives plus 4 assistant wardens. The CRR provided for churches to operate with a lower number, subject to a resolution to this effect being passed by the APCM. The second resolution (see Annex C) provided for the number to be set at 10.

14. In discussion William Hopkinson, supported by Liz Harvey and Ian Stainburn, said that increasing the number on the PCC would allow a wider variety of opinions within the church to be reflected in the PCC membership. Andrew Beech proposed the resolution, seconded by Keith Hilton-Turvey. On being put to the vote there were 9 votes in favour, 32 against and 2 abstentions. The resolution being lost, the figure of 12 provided for in the CRR applies automatically.

Election of representatives to the Deanery Synod

15. There were three nominees for the post of lay representative to the Deanery Synod: William Hopkinson, Christabel Panter and Peter Veasey. All those elected would serve a three year term. On being asked to address the meeting, all three spoke positively about the Synod. Keith Hilton-Turvey, however, questioned William Hopkinson's commitment to the Anglican faith and church and specifically to St Michaels. In response William deprecated this personal attack in a public arena. Whilst he had theological differences with the rector, he said that he would speak to the best of his ability at the Deanery Synod for the benefit of the church.

16. There being the requisite number of candidates no election was required and William Hopkinson, Christabel Panter and Peter Veasey were duly declared elected.

Election of Assistant Wardens

17. There were four nominees for the post of assistant warden: David Houghton, Sue Simpson, Peter Tattersall and Richard Thursby. All those elected would serve until the 2021 APCM. There being the requisite number of candidates no election was required and David Houghton, Sue Simpson, Peter Tattersall and Richard Thursby were duly declared elected.

Election of lay representatives to the PCC

18. Two posts were available for the election of lay representatives to the PCC and there were three nominees: Rick Barrington, Ian James and Diana Veasey. Both those elected would serve a three year term. An election being required, Bill MacKenzie and David Wood-Robinson were appointed as scrutineers by unanimous vote.

19. The number of valid ballots received for each of the candidates was as follows:

Rick Barrington	23
Ian James	28
Diana Veasey	35

Ian James and Diana Veasey were accordingly declared elected.

Sidespeople

20. Christine Bainton reported that the role of sides person had been in abeyance since the start of the Covid-19 lockdown. She proposed that the PCC update the list of approved people.

Reception of reports

A Annual Report for 2019

21. David Chapman felt that the report inadequately reported both the strength of feeling in the congregation about the problems that he had identified at the 2019 meeting, and also the developments since. He felt that the PCC report should publish and indicate what had become of a report that contained a number of proposals submitted by him to the PCC following the 2019 meeting. In discussion it was pointed out that the PCC had indeed given a

great deal of time to considering the report and subsequent correspondence, and had set up a group to work with David and like minded people to work towards an agreeable conclusion. The Covid-19 outbreak had paused this work, which would be ongoing once conditions permitted.

22. Under this item Ian Beer proposed a revision to the Mission Action Plan and the Local Ministry Development Group. This will be reported under “Questions of General and Parochial Interest”, below.

23. On being put to the vote 30 voted in favour of receiving the Annual report, 1 against and 7 abstentions.

B Electoral roll

24. Keith Hilton-Turvey reported that the electoral roll stood at 157. Eight persons had joined the roll since the 2019 meeting. Five persons had been removed, one having died and four having moved away from Ledbury.

C Fabric report

25. This report was received without further discussion with 29 votes in favour, none against and 1 abstention.

Independent examiner

26. Cath Beech proposed that Luke Keegan of Greendawn Accounting of Ledbury be reappointed as independent examiner. Andrew Beech seconded the proposal, which was agreed unanimously.

Questions of general and parochial interest

Mission Action Plan

27. Ian Beer expressed concern at the way the Mission Action Plan had been handled by the Local Ministry Development Group (LMDG) and thence the PCC, who were responsible for adopting it. He believed that the MAP had drifted away from its original purpose, which was to reflect the ideas of the congregation for the church’s local mission. The present MAP had been adopted back in 2013, and only minor amendments made since. The problem would be alleviated if the LMDG were more transparently elected, by the entire congregation, instead of being appointed by the rector. He proposed the following resolution:

“That, as a matter of urgency, all the congregation be requested to complete paper voting forms (or via the internet) to select a new LMDG, followed immediately by their creating a new draft MAP for subsequent consultation with the congregation before the final MAP is presented to the PCC.”

28. Tim Keyes supported by Helen l’Anson, speaking as members of the LMDG, said that, on the contrary, the LMDG had worked hard to produce an MAP that reflected the church’s desire to be a missionary church and how that would work out in practice. They had genuinely tried to represent the various traditions in the church and were united in wanting to

engage with the people of the town. The current members of the Group were: David Houghton, Helen l'Anson, Tim Keyes, Heather Lucas, Christabel Panter and Peter Scull.

29. On being put to the vote 17 were in favour, 17 against and 5 abstained. The resolution was thus lost.¹

30. Christabel Panter noted that the LMDG should be guided by the diocese in its work on the MAP and felt that advice should be sought. This was greeted with acclamation. Keith Hilton-Turvey agreed that the LMDG should contact John Daniels of Hereford Diocese for guidance.

Baptisms

31. Ann Tombs and Diana Veasey expressed regret that so few baptisms and no confirmations had taken place in the church in recent years. They felt that people in the town were hurt by what was perceived as a hard line taken by the church in respect of enquiries for baptism. Instead they wished to see the church make all people feel welcome and spiritually supported through major life events. Parents especially should be actively encouraged to bring children for baptism. They proposed the following resolution:

“ We propose that this APCM charge the PCC to develop a new strategy which enables all people in the community to feel welcomed and/or spiritually supported by the Church, Cradle to Grave (Baptism to Funeral). Despite Covid, to be formed and active by Christmas 2020.”

32. Keith Hilton-Turvey felt that this should be handled by the existing Baptism Committee. He noted that a number of baptisms had had to be held over because of the Covid-19 outbreak.

33. The resolution was put to the vote unamended. There were 19 votes in favour, none against and 6 abstentions. Accordingly the resolution was carried.

Communications

34. William Hopkinson felt that the church was falling down in its duty to communicate with members of the church and people in the town. More and faster methods of reaching people with useful information were available, and the church was not making enough use of them. He felt that an urgent study was needed with a view to correcting this and proposed the following resolution:

“To instruct the PCC to launch an urgent study, drawing on their own members and others, to report by Easter 2021 on improvements to, and better use of, all communication tools to establish more easily accessible records and information and to disseminate, speedily and without hindrance, interesting and relevant material both to members of the congregation and to the Ledbury community.”

35. Helen l'Anson noted the hope expressed by the rector the previous year and said that she had tried to honour that sentiment as editor of the magazine. She had included noth-

¹ It is said that there were calls for a recount. Neither the rector nor the secretary of the meeting heard these. Because of the Covid restrictions everyone present was wearing a facemark or face covering.

ing contrary to the fundamental tenets of the church and treated scripture with respect. All church communications should meet this standard. She proposed that the draft resolution be amended as follows:

‘To request the PCC to launch a study that draws on its own members and others, resulting in a report delivered by Easter 2021, on the improvements in our own records and information imparted to the Ledbury community, so that our communications link to, and build on, our aims and purposes as a Church that seeks to “Magnify the name of Jesus, to make him known, to encourage people to become followers of Jesus Christ, and to build His Kingdom and make disciples of all nations”’.

36. On being put to the vote the resolution, as amended by Helen l’Anson, was adopted with 21 in favour, 6 against and 2 abstentions.

Date of next meeting

37. It was agreed that the 2021 APCM would be held on Wednesday 21 April 2021, venue to be decided in the light of progress with the Covid-19 outbreak.

The meeting closed at 10.14 with prayer.

Rector's report

Today (15th October) the church remembers S. Teresa of Avila, a teacher of the Christian faith. Readings for today include Ephesians 1, Psalm 98 and Luke 11: 47-54 and for the evening Psalm 94, 2Chronicles 20:1-23 and Mark 15: 33-41. A mixture of praise of God and woes to those who oppose God and His people.

Ephesians 1 is a passage of praise and thanksgiving for who the church, the gathered followers of Jesus, are:

1 Paul, an apostle of Christ Jesus by the will of God,
To the saints who are in Ephesus and are faithful in Christ Jesus:
2 Grace to you and peace from God our Father and the Lord Jesus Christ.
3 Blessed be the God and Father of our Lord Jesus Christ,
who has blessed us in Christ with every spiritual blessing in the heavenly places,
4 even as He chose us in Him before the foundation of the world,
that we should be holy and blameless before Him.
In love 5 He predestined us for adoption as sons through Jesus Christ,
according to the purpose of His will, 6 to the praise of His glorious grace,
with which He has blessed us in the Beloved. 7 In Him we have redemption through
His blood, the forgiveness of our trespasses, according to the riches of His grace,
8 which He lavished upon us, in all wisdom and insight 9 making known to us the mystery
of His will, according to His purpose, which He set forth in Christ
10 as a plan for the fullness of time, to unite all things in Him,
things in heaven and things on earth.
11 In Him we have obtained an inheritance, having been predestined according to
the purpose of Him who works all things according to the counsel of His will.

My thanks go to:

- Stewardship Tony and Leslie Goodall have moved away. David Kirkham has taken over Tony's role.
- Flower Guild Margaret Chapman has finished leading the Guild. Pauline Smith is now i.c. flowers and continuing the good work.
- Unlocking and Locking Ann Tombs has finished coordinating this work and Philip Weaver has taken over. David Tombs has laid down the keys too, but kindly has agreed to being a back up when needed. Thanks to all who have done unlocking and locking and those do it.
- Magazine John Lindeck finished his stint as editor, handing over to Helen l'Anson, who I'm sure we all agree has been doing a sterling job giving us a good and interesting mix of content.
- Music Director Philip Holland has retired, having done a great job for about 13 years. Kate Cheetham has taken on the role as music director and has been rising to the challenge. With the group of singers, she has been lifting our worship in church.
- Printing Alan Starkey has decided now is the time to retire, and it seems the duplo printing machine has too, it is in terminal decline. Thanks to Alan for many years service.
- Cleaning Ed Huxley has taken on post-service cleaning (Sundays and other services), is doing a great job which enables us to keep the church open instead of having to close it for 72 hours after services or events take place in the church.

- Garden of Remembrance John and Elizabeth Crossley have hung up their spades and shears after many years caring for the garden of remembrance. John & Nina Hainsworth have taken over, bringing their skill and expertise to bear.

- John and Nina have also taken on the porch-welcomers' rota.

- Julia Warren for her quiet and important work putting out and regularly replenishing the prayer leaflets at the noticeboard outside the almshouses.

- Ann Gates for organising the intercessions rota.

- Members of various groups, most of which have been furloughed since March:

eg: Fabric Group, BWG, WRDG, LMDG and the Stewardship Group, whose work is being taken over by the newly formed Finance Group.

- Special mention for Ian Stainburn, who has given of his time and expertise generously for many years and has now been called to 'higher things' regarding significant church buildings around the country!

- Retired clergy for their contributions.

- Churchwardens Christine & Julian have done grand job. I have appreciated their good humour, grace, wisdom and the work they do.

- Assistant Wardens

Joe Chipper stepped down to train for ordained ministry. He will be ordained deacon in July 2021, hopefully in the Cathedral.

Richard Thursby, who's been given the go ahead to carry on by those closest to him!

Sue Simpson & Peter Tattersall who've been helpful, supportive and encouraging; working both behind and in front of the scenes; both work as vergers for weddings and funerals.

Peter, is our 'click-meister', an apparently small but important job. Sue puts her hand to whatever needs doing.

- PCC Thanks for all hard work this year – well 18 months – with a number of extra meetings to cover a range of matters. Thanks for their good humour, positive and constructive approach.

Thanks to Cath – Treasurer and Andrew – Secretary, much work, thoroughly done. Cath has continued to improve our financial processes and reporting. Andrew has become a diocesan and possibly national expert at both electronic and paper faculty applications and process.

Thanks to Heather Lucas who's come to the end of her 3 year term and decided to step down after many years service on the PCC.

Thanks to David Kirkham, who's stepped down early and is carrying on looking after our planned giving.

It's a great encouragement that the PCC agreed unanimously on

"St Michael's being and remaining wholeheartedly Anglican. [and that] We value the fact that our Christian faith, expressed in worship at St Michael's, is based upon the Bible, which we believe to be authoritative, upon the three creeds (Apostles, Nicene and Athanasian) that we all share and state publicly in worship, upon the 39 Articles and the canons of the Church of England."

Which is, by the way, a summary of the Church of England's definition of itself.

Affirming our Anglicanism in such a clear and confident way should be an encouragement to us all. Giving clarity as it does, to where we stand as a Parish, so people are not confused

by conflicting theological differences; enabling people to come together in worship and fellowship

and to be welcoming to those who are looking in or exploring or on a spiritual journey or who have views differing from traditional orthodox Anglican belief.

- Young Church Jill and Team and for their efforts massively impacted by covid restrictions and for their work to have YC outside...

and Mary Ann Keyes' weekly video from the 'Keyes Children's Version' – the work that goes into that should not be underestimated!

- Website & Service Projection Thanks to Percy Hunt and Benjamin Hilton-Turvey.

Thanks to everyone who has recorded readings for our services, hearing familiar and not so familiar voices has been something people have appreciated.

- Thanks to Tim Keyes along with Frank Seabright and the team who've been overseeing and working on the Bells and Tower project. Thanks to the metal rubbers and painters, whose good work has enabled money raised go further... and to the suppliers of coffee and cake for the workers!

- Thanks to all those who have worked for the building and strengthening of the church, for God's honour and glory – whether noticed by others or not.

- Once again congratulations to everyone who has contributed to the improving reputation of SML and of people's now consistent reporting that their experience of visiting and joining SML has been one of warm, friendly, welcome and of warm, uplifting worship.

A quick review of some of what happened or didn't happen since the April 2019 APCM.

The Talking Jesus course and Last year's Third Thursday Talks took place successfully. The twice-a-month Christian Contemplative Prayer time began as planned under Priscilla Hebblethwaite's oversight and has continued online.

The parish awayday was held and as planned and practiced, the comments and recommendations that came from it were fed into the most recent update of the Mission Action Plan (MAP). The updating work was done by the LMDG and after consideration, approved by the PCC.

Many other things have been cancelled, postponed or done differently since March and that looks like it will continue...

The planned Experience Easter was one of the first of our 'extras' to be hit.

Holy Week, Easter, Pentecost, Patronal and Harvest have all been quite different.

All have been online, with our Patronal and Harvest festival services taking place in the church too.

We were able to reopen for private prayer almost as soon as we were allowed to and restarted services in church on 12 July, quite a bit earlier than many churches.

A big win has been our decision to open the west doors for Sunday services, now paused for the winter.

People within and without have appreciated the very visible signal that we are open and are delighted to share our worship with people. Most Sundays, one or two people have quietly come and stood in the doorway for a few minutes, enjoying being able to both hear and to see what we're doing, thanks to our use of the projection screen, before carrying on with their day.

Opening the west door is something we shall restart when the weather is warm enough next year.

We had the visit of Bishop Richard as part of his diocesan prayer pilgrimage on Saturday 19 September,

when he reminded and encouraged that we're:

“seeking to magnify the name of Jesus, to make Him known, to encourage people to become followers of Jesus Christ and to build His kingdom... where we find ourselves... to make disciples of all nations (Matthew 28)...

We do believe in a God who created the universe, who in Jesus Christ redeemed the world, who in

the Holy Spirit imparts His very self to us – those who believe and trust in Him...” [and that] “even if everybody in our culture didn’t believe the gospel, that wouldn’t make it any less true and that we are proclaiming the truth about who God is, who we are, how we may know God and how we may discover life, significance, love, meaning, purpose; all of those things God gives us as we repent and turn to Jesus Christ in faith.”

We broke our communion fast at our Patronal festival and I hope and plan to have further communion services this year...

We shall be holding an All Souls service as we usually do, at 3pm on Sunday 1 Nov, with invitations going to those bereaved over the last 12 months only – due to covid constraints and the need to make them our priority.

Remembrance will be different, as gathering at the war memorial isn’t allowed; Bill MacKenzie, Jenny Harrison and I have been working with the council to provide an appropriate occasion and service in church – starting at 10, finishing with the 2 minute silence.

Our new church year – which starts on Advent Sunday, which this year (2020) is 29 November, will begin with Bishop Richard coming to lead and preach at our 10am service.

I’m planning on having a midnight communion for Christmas...

And am looking at how we may make communion a regular, but not at this time weekly, service.

I’m planning on continuing both online and live services, subject to any constraints which may apply, enabling us to worship together whether in time or in place.

The Fabric group continue to work on the upkeep of this fine building.

Looking forward...

within the uncertainties and continuing constraints due to covid-19:

Let’s continue to develop our discipleship and disciples – following as I said last year:

The great commission: Matthew 28:19&20

“Therefore go and make disciples of all nations, baptising them in the name of the Father and of the Son and of the Holy Spirit and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age.”

Which is what our mission statement “Worshipping God, Following Jesus, Sharing His love” is founded on ...

– does what we are doing aid, help, progress or support discipleship and the growth of discipleship?

If yes – let’s go for it

If no – what needs to change so that it does?

If we can't change anything, let's stop it and put our energies elsewhere.

I'm keen that we grow as disciples, in Christian maturity and in numbers, that we become more and more a community of Christians. That our reputation of being a community of warm and hospitable, inviting, faithful followers of Jesus – grows as we continue to put into practice our commitment to be “wholeheartedly Anglican [valuing] the fact that our Christian faith, expressed in [our] worship at St Michael's, is based upon the Bible, which we believe to be authoritative ...”

ANNEX B

Assistant warden terms of office

1. The six elected lay representatives (ELRs) on the PCC currently serve a three year term, with one third of them retiring annually. Assistant wardens are currently elected for a one year term only, aligning their term of office with that of the churchwardens. The Archdeacon of Hereford has opined that, in terms of the governing legislation (the Church Representation Rules 2020(CRR)), assistant wardens should be regarded as ELRs. It is advisable to bring their terms of office into line with that of the existing ELRs to comply with the legislation.
2. Following the Archdeacon's ruling the four assistant wardens would join the six ELRs, to give a total of ten ELRs. This number does not divide by three. So, if the terms of office of the assistant wardens were to be extended to three years, it is proposed that on two of the three years three ELRs would be elected, and on the third, four would be.
3. Under the terms of the CRR these changes would come into effect at the APCM in 2021.

Resolution for the APCM

4. **It is resolved** that assistant wardens (AWs) be elected to the PCC for a three year term from the 2021 APCM onwards.
5. All four AW posts become vacant at the APCM 2021, and thus four elections will take place. It would be better that the church adopt for AWs the procedure adopted for elected lay representatives at the 2016 APCM, whereby over time an even number of representatives is elected annually. This allows for refreshment of the PCC whilst giving continuity. In practice, given that there are four AWs, this will not be quite possible.
6. **It is resolved** that at the 2022 APCM two of the AWs elected at the 2021 APCM stand down and two elections be held. At the 2023 APCM one AW elected at the 2021 APCM will stand down and an election be held. At the 2024 the remaining AW elected in 2021 will stand down and an election be held.
7. This would bring us into line with the CRR. The choice of which initial length of service is served will be by drawing lots after the 2021 elections (CRR M16.5).
It is also resolved that, in line with elected lay representatives, each AW be limited to two consecutive terms. A break of one term should be taken before standing again.

Number of elected lay representatives on the PCC

- 1.** For some years the Ledbury PCC has operated with six elected lay representatives and four assistant wardens (previously deputy wardens). The assistant wardens are now to be regarded as elected lay representatives, though with distinct roles. This brings the total number of elected lay representatives to ten.
- 2.** The number of elected lay representatives that a parish may have on its PCC is determined by the size of the electoral roll. Ledbury may have twelve. The PCC has, however, agreed that ten is sufficient for the PCC to operate efficiently.

Resolution for the APCM

- 3.** It is resolved that the number of elected lay representatives on the Ledbury PCC shall be fixed at ten.

St Michaels and All Angels

Annual Accounts 2020

These notes do not form part of the accounts, but I hope they will help you to understand them.

I need hardly remind you that 2020 was a year unlike any other; we were unable to meet together for parts of the year and church was closed altogether from March to June.

General fund

As we might expect collections in the church building (donations chest, loose plate etc) were particularly affected. Offerings through the bank, via standing orders or Parish Giving were more or less the same as in 2019. Overall, income to the general fund (shown in the 'unrestricted' column in the Statement of Financial Affairs) fell by about £20,000 or about 18%.

Our general fund expenditure also fell, but not by as much, as many of our running costs, such as insurance and routine maintenance, are relatively inflexible. Our expenditure fell by about £12,400 or 9%.

Overall the balance in the general fund has fallen. Whether we can cover our costs in 2021 will depend to a great extent on the how quickly life returns to something like normal.

Building Funds

We have several major capital projects on the go. In the accounts we have allowed for all expenditure we are contractually committed to. Thus the figure shown for 'creditors' in the accounts is high. We have also allowed separately for amounts we are sure are recoverable in the next year. This is included in the figure for 'debtors' in the balance sheet and is largely VAT we are able to recover and grants we are due. The balances on the Bells and Building Funds are after taking account of this.

Bells fund Work on the Tower and Bells is nearing completion. We look forward to hearing our expanded ring of 10 bells and seeing the new exhibition space. Funds for this project are in a restricted fund and thus cannot be used for any other purposes.

Building funds At time of preparation of the accounts work is ongoing on replacing the plastic rainwater goods around the church. This is funded by a grant from Historic England and the generous legacy from Alan Meikle.

Further necessary works are planned, including replacement of the Chancel lights, repairs to the roof, repairs to the spire (which is leaking) and overhaul of the organ. We are seeking grants for some of this work, but we do not yet know if we have been successful. Contracts have not been let so we have not taken account of the cost of these works in the accounts, but should they all be undertaken in 2021, with no grant aid, we could expect our building funds to fall by about £50,000.

Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	100,148	1,852	252,744	—	354,745	237,001
Income from charitable activities	1,846	—	—	—	1,846	1,709
Other trading activities	5,113	—	—	—	5,113	4,752
Investments	1,527	133	345	—	2,006	2,131
Other income	264	—	75,396	—	75,660	58,138
Total income	108,900	1,985	328,486	—	439,371	303,734
Expenditure on:						
Raising funds	119	—	—	—	119	220
Expenditure on charitable activities	124,968	1,996	6,034	—	132,999	139,463
Other expenditure	765	—	421,454	—	422,220	40,155
Total expenditure	125,853	1,996	427,488	—	555,339	179,839
Gains / losses on investment assets	1,861	—	313	—	2,174	4,475
Net income / (expenditure) resources before transfer	(15,092)	(11)	(98,689)	—	(113,792)	128,370
Transfers						
Gross transfers between funds - in	9,254	4,385	3,772	—	17,412	9,575
Gross transfers between funds - out	(3,345)	(9,925)	(4,141)	—	(17,412)	(9,575)
Other recognised gains / losses						
Net movement in funds	(9,183)	(5,551)	(99,057)	—	(113,792)	128,370
Total funds brought forward	10,480	107,669	221,089	—	339,238	210,868
Total funds carried forward	1,296	102,118	122,031	—	225,446	339,238
Represented by						
Unrestricted						
General fund	1,296	—	—	—	1,296	10,480
Designated						
Alpha Evangelism	—	5,865	—	—	5,865	5,491
Building/Fabric/Repair 2	—	81,012	—	—	81,012	87,915
Chancel lighting	—	12,407	—	—	12,407	9,547
Griffin Fund	—	1,085	—	—	1,085	1,049
Photocopier fund	—	0	—	—	0	40
Revaluation reserves	—	0	—	—	0	0
Sound system	—	1,745	—	—	1,745	3,624
Restricted						
A M Johnson	—	—	8,139	—	8,139	7,861
Agency collection	—	—	594	—	594	—
Arthur and biddy Heaton Fund	—	—	14,508	—	14,508	16,053
Bells fund	—	—	13,513	—	13,513	84,929
Building/Fabric/Repair 1	—	—	38,126	—	38,126	64,678
Choir Fund	—	—	470	—	470	443
Embroidery Trust	—	—	869	—	869	869
Funeral Collections	—	—	0	—	0	0
Ledbury Ecumenical Role	—	—	16,881	—	16,881	19,183
Martin Chancel	—	—	28,928	—	28,928	27,068
Revaluation reserves	—	—	0	—	0	0

Balance sheet

	Total funds	Prior year funds
Fixed assets		
Investments	38,152	35,978
	38,152	35,978
Current assets		
Debtors	109,085	16,530
Investments	18,967	18,967
Cash at bank and in hand	234,691	272,860
	362,744	308,357
Liabilities		
Creditors: Amounts falling due in one year	175,451	5,097
	175,451	5,097
Net current assets less current liabilities	187,293	303,260
Total assets less current liabilities	225,446	339,238
Total net assets less liabilities	225,446	339,238
Represented by		
Unrestricted		
General fund	1,296	10,480
Designated		
Alpha Evangelism	5,865	5,491
Building/Fabric/Repair 2	81,012	87,915
Chancel lighting	12,407	9,547
Griffin Fund	1,085	1,049
Photocopier fund	0	40
Sound system	1,745	3,624
Revaluation reserves	0	0
Restricted		
Bells fund	13,513	84,929
Agency collection	594	—
Revaluation reserves	0	0
Building/Fabric/Repair 1	38,126	64,678
Choir Fund	470	443
Embroidery Trust	869	869
Funeral Collections	0	0
Arthur and biddy Heaton Fund	14,508	16,053
A M Johnson	8,139	7,861
Ledbury Ecumenical Role	16,881	19,183
Martin Chancel	28,928	27,068
Funds of the church	225,446	339,238

Fund movement by type

		Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
Alpha - Alpha Evangelism							
Designated		5,491	374	—	—	—	5,865
Sub-total for Alpha		5,491	374	—	—	—	5,865
Bells - Bells fund							
Restricted		84,929	221,986	292,869	(532)	—	13,513
Sub-total for Bells		84,929	221,986	292,869	(532)	—	13,513
Building-1 - Building/Fabric/Repa							
Restricted		64,678	77,199	103,787	(277)	313	38,126
Sub-total for Building-1		64,678	77,199	103,787	(277)	313	38,126
Building-2 - Building/Fabric/Repa							
Designated		87,915	133	—	(7,035)	—	81,012
Sub-total for Building-2		87,915	133	—	(7,035)	—	81,012
Chancel - Chancel lighting							
Designated		9,547	1,360	—	1,500	—	12,407
Sub-total for Chancel		9,547	1,360	—	1,500	—	12,407
Choir - Choir Fund							
Restricted		443	37	10	—	—	470
Sub-total for Choir		443	37	10	—	—	470
Embroid - Embroidery Trust							
Restricted		869	—	—	—	—	869
Sub-total for Embroid		869	—	—	—	—	869
Griffin - Griffin Fund							
Designated		1,049	—	—	35	—	1,085
Sub-total for Griffin		1,049	—	—	35	—	1,085
HEaton - Arthur and biddy Hea							
Restricted		16,053	—	45	(1,500)	—	14,508
Sub-total for HEaton		16,053	—	45	(1,500)	—	14,508
Johnson - A M Johnson							
Restricted		7,861	—	—	277	—	8,139
Sub-total for Johnson		7,861	—	—	277	—	8,139
LER - Ledbury Ecumenical R							
Restricted		19,183	28,474	30,776	—	—	16,881
Sub-total for LER		19,183	28,474	30,776	—	—	16,881
Martin - Martin Chancel							
Restricted		27,068	195	—	1,664	—	28,928
Sub-total for Martin		27,068	195	—	1,664	—	28,928
Photocopy - Photocopier fund							
Designated		40	—	—	(40)	—	0
Sub-total for Photocopy		40	—	—	(40)	—	0
Sound - Sound system							
Designated		3,624	117	1,996	—	—	1,745
Sub-total for Sound		3,624	117	1,996	—	—	1,745
General - General fund							
Unrestricted		10,480	108,900	125,853	5,908	1,861	1,296
Sub-total for General		10,480	108,900	125,853	5,908	1,861	1,296
None - Agency collection							
Restricted		—	594	—	—	—	—
Sub-total for None		—	594	—	—	—	—
Grand total		339,238	439,371	555,339	—	2,174	224,851

Analysis of income and expenditure

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u> <u>This year</u>	<u>Last year</u>
INCOME AND ENDOWMENTS						
Donations and legacies						
Gift Aid - Bank	24,097	—	—	—	24,097	42,768
Non Gift Aid - Bank	2,768	—	—	—	2,768	3,093
Gift Aid - Envelopes	3,713	—	—	—	3,713	15,107
Parish giving Receipts	52,904	—	—	—	52,904	21,031
Goodbox receipts	1,440	—	—	—	1,440	100
Other planned giving	—	—	—	—	—	1,223
Loose plate collections	2,024	—	—	—	2,024	7,540
Giving through church boxes	5,687	—	—	—	5,687	9,916
Building/Fabric/Repair - Designated	—	—	—	—	—	89
Tax recoverable on Gift Aid	3,148	—	372	—	3,520	18,168
VAT and Culture Recovery Refunds	338	—	77,049	—	77,387	8,277
Legacies	3,060	—	—	—	3,060	33,934
Other funds generated	965	374	631	—	1,971	4,205
Bells fund - Individual donations	—	—	45,853	—	45,853	41,438
Bells fund - collections/unidentified ca	—	—	1,929	—	1,929	2,092
Bells fund Organisations/community group	—	—	40	—	40	3,060
Bells fund - businesses	—	—	2,150	—	2,150	900
Bells fund - virgin money	—	—	4,169	—	4,169	459
Bells fund - Grants	—	—	120,400	—	120,400	13,745
Bells Fund - Tower tours	—	—	150	—	150	—
Income for chancel lighting	—	1,360	—	—	1,360	6,707
Income for sound system	—	117	—	—	117	3,144
Total	100,148	1,852	252,744	—	354,745	237,001
Income from charitable activities						
Fees for weddings and funerals	1,846	—	—	—	1,846	1,709
Total	1,846	—	—	—	1,846	1,709
Other trading activities						
Altar Requisites	35	—	—	—	35	(124)
Electricity Feed in Tariff	4,998	—	—	—	4,998	4,687
Tower Illumination Sponsorship	80	—	—	—	80	190
Total	5,113	—	—	—	5,113	4,752
Investments						
Bank and building society interest	1,527	133	345	—	2,006	2,131
Total	1,527	133	345	—	2,006	2,131
Other income						
Funeral/Special Collections	264	—	—	—	264	174
Local Ecumenical Role	—	—	28,101	—	28,101	37,712
Funerals, Special Collections etc	—	—	—	—	—	161
Heaton Trust	—	—	—	—	—	499
Heaton income	—	—	—	—	—	19,591
Bells fund DCMS	—	—	47,294	—	47,294	—
Total	264	—	75,396	—	75,660	58,138
INCOME TOTAL	108,900	1,985	328,486	—	439,371	303,734

EXPENDITURE

Raising funds

Costs of stewardship campaign	119	—	—	—	119	220
Total	119	—	—	—	119	220

Expenditure on charitable activities

Charitable Donations	9,022	—	—	—	9,022	8,600
Mothers Union	—	—	—	—	—	128
Young Church	72	—	—	—	72	396
Ministry parish share etc	78,400	—	—	—	78,400	78,400
Church running - insurance	12,341	—	—	—	12,341	12,084
Organ / piano tuning	738	—	—	—	738	2,115
Organists Fees	4,600	—	—	—	4,600	4,200
Church maintenance	6,031	—	2,779	—	8,810	13,962
Cleaning	485	—	—	—	485	2
Tower	1,126	—	3,199	—	4,326	72
Administration	—	—	—	—	—	668
Bank Charges	256	—	—	—	256	671
Altar Requisites	411	—	—	—	411	1,577
Heaton Trust expenses	—	—	—	—	—	538
Fees paid to Verger/Bellringers	—	—	—	—	—	213
Sundries	2,642	1,996	55	—	4,694	3,499
Fire Protection	177	—	—	—	177	—
Church running - electric	1,752	—	—	—	1,752	3,757
Church running - gas	6,509	—	—	—	6,509	6,450
Magazine expenses	43	—	—	—	43	1,801
Governance costs examination/audit fee	360	—	—	—	360	324
Total	124,968	1,996	6,034	—	132,999	139,463

Other expenditure

Ledbury Ecumenical Post	—	—	30,776	—	30,776	30,702
CMP expenses	765	—	—	—	765	—
Building/Fabric/Repair	—	—	2,988	—	2,988	6,346
Bells fund - Contractors costs	—	—	129,548	—	129,548	—
Bells fund - Training bell and assoc equ	—	—	6,123	—	6,123	—
Bells fund - Ancillary works contract	—	—	130,864	—	130,864	—
Bells fund - Professional Fees	—	—	18,084	—	18,084	2,395
Bells fund - display/Activity Programme	—	—	7,384	—	7,384	—
Bells fund - Publicity	—	—	866	—	866	696
Bells fund - volunteer expenses	—	—	—	—	—	14
Rainwater good expenditure	—	—	94,820	—	94,820	—
Total	765	—	421,454	—	422,220	40,155

EXPENDITURE TOTAL	125,853	1,996	427,488	—	555,339	179,839
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GRAND TOTAL	(16,953)	(11)	(99,002)	—	(115,967)	123,894
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St Michael and All Angels

Notes to the accounts

31 December 2020

Basis of accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

Accounting and Reporting by Charities - Statement of Recommended Practice SORP and with the Charities Act

Accounting Policies

Income:

Is recognised in the Statement of Financial Activities (SoFA) when :

- the PCC becomes entitled to the resources;
- the Trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Incoming resources with related expenditure:

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure

are reported gross in the SoFA

Tax reclaims on donations and gifts:

Income from tax reclaims are included in the SoFA when the income is received

Investment Income is included in the accounts when receivable

Investment Gains and losses includes any gains or losses on revaluing investments to their market value at the end of the year

Liabilities are recognised as soon as there is a legal or constructive obligation committing the PCC to pay out resources

Capital Projects

The church is undertaking several major capital projects. Accrued income and expenditure for the bells project and replacement of the rainwater goods are shown in these accounts.

Charitable Donations						
			2020		2019	
	Air Ambulance					
	Acorn Children's Hospice		1,316		516	
	Bible Society/Scripture Union				602	
	Church Army		1,316		301	
	Church Housing Trust				301	
	Church Missionary Society		877		688	
	Church Pastoral Aid Society				516	
	CVA Ledbury		877		430	
	Farm Crisis Network (Herefordshire)				430	
	Leprosy Mission		877		602	

	Mtwara Link			877		602	
	Open Doors			877		602	
	Salters Hill					430	
	SGM Lifewords					344	
	St Michaels Hospice			877		430	
	Tiyeni Fund			439		301	
	Vennture (Hereford)					430	
	Interserve					301	
	Megan Baker House			439		301	
	Ledbury Youth Service provision*					473	*
				8772		8600	

*held pending resolution of provision

All Charitable donations were from unrestricted funds

	Fuel and Power			2020		2019		
	Gas							
	Cost of heating			6,981		6,450		
	Electricity							
	Cost of lighting etc			1,752		3,758		

	Sub Total Fuel & Power			8,733		10,208		
	Less Feed in tariff from PV panels			-4,687		-4,687		
	Less Tower illumination sponsorship			-80		-190		
	<i>Total of offsets</i>			-4,767		-4,877		
	Net Cost of Fuel And Power			3,966		5,331		
	<i>Note: Total income from PV panels since installation in December 2010</i>					42746		

All fuel and power bills are met from unrestricted funds

**Maintenance and
repairs
Excluding bells project**

		2020				2019			
		Unrestrict ed	Restricted	Total		Unrestrict ed	Restricted	Total	
Lighting/Electrical		24		24		1,023		1,023	
Alarm and fire Systems		2,793		2,793		1,283		1,283	
Boiler Repair & Service		239		239		4676.4		4676.4	
floor repairs			386	386					
West stair repairs							1,381	1,381	
Plumbing		119		119					
Organ/piano tuning		738		738		2,115		2,115	
Clock maintenance						463.2		463.2	
Other tower work		72	3,199	1,636		72		72	
Sundry repairs						401	28.05	429	

Aumbry repair						3697.2		3697.2	
Glass repairs		2,950		2,950		810		810	
Rainwater goods			35,136	35,136					
Consevation report			2,988	2,988					
Associated architect fees	84	1,800	942			1609	4937	6546	
		7,019	43,508	47,949		16,150	6,346	22,496	
Culture recovery fund				(23,094)					
Recoverable VAT				(7,308)				-8,277	
Net cost of maintenance and repairs				17,547				14,219	
Debtor and prepayments									
			2020			2019			
		Unrestrict ed	Restricted	Total Funds		Unrestrict ed	Restricted	Total Funds	
HMRC Gift Aid rebate		4,243	1,980	6,223		4,000	10,992	14,992	
Offerings		909		909					
Wedding/funeral fees ¹⁹⁴		310		310		98		98	

DCMS refunds						1,195	245	1,440	
VAT church		506		506					
VAT building			22,205	22,205					
VAT Bells			23,517	23,517					
Culture recovery			54,049	54,049					
Total		5,968	101,751	107,720	-	5,293	11,237	16,530	
Creditors and accruals	2020					2019			
		Unrestricted	Restricted	Total		Unrestricted	Restricted	Total	
Est Dec Gas Bill		(768.38)		(768.38)		(472.50)		(472.50)	
Ledbury Group Ministry (Print)									
Dec Bank charges						(50.00)		(50.00)	
Cleaning		(130.00)		(130.00)					
Charitable gifts		(724.00)		(724.00)		(1,505.00)		(1,505.00)	
Young church		(72.00)		(72.00)					
Rainwater Goods			(93,326.24)	(93,326.24)					
Agency accounts (funeral coll)							(1,065.02)	(1,065.02)	

Bells fund outstanding costs		(65,087.00)	(65,087.00)					
LER December		(1,544.44)	(1,544.44)					
Clock regulator		(2,706.60)	(2,706.60)					
Christingle			-					
Total		(1,694.38)	(162,664.28)	(164,358.66)		(2,027.50)	(1,065.02)	(3,092.52)
An overprovision of £721.63 in 2018 was written back to the general fund in 2019								

Trust Funds - Restricted Income Fund

The PCC reviewed the investments held by the church, and agreed their suitability, and that the income was used in accordance with the donors request

	2020	2019
Martin Chancel Bequest (2 Trusts) 1412 CBF Investment Fund income shares		£
- Mid Market Value at 31 Dec @ 1916.91p per share	28,928.00	27,068.00
- Interest from the above was paid to the General account towards upkeep and insurance		
Miss AM Johnson Bequest 4798.5 CBF Fixed Interest income shares		
- Mid market value of shares at 31 Dec @ 163.84p per share	8,139.00	7,861.00
- Interest from the above was paid to the Repair Fund		

	37,067.00	34,929.00
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Griffin Fund - (Designated, Non restricted Fund)

AC Griffin Fund 640 CBF Fixed Interest income shares

- Value at 31 Dec @ 164p per share

1,085.00	1,049.00
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- Interest from the above Directed Fund was applied to the Repair Fund (PCC Minute 2008).

Combined Parish Assessment (CPA)

Note: The largest element of CPA is Parish Share, which covers almost all the cost of the Ministry of the Clergy (stipend, pension, housing, employer's NI) as our Parish's overall share of all those working directly for the Diocese (lay and ordained, plus Curates). CPA also includes Clergy Working Expenses, and a contribution towards the Team Office costs, including Secretary's salary.

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF LEDBURY PCC

I report on the accounts of the PCC for the year ended 31st December 2020 which are attached.

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 2011 Act)) and that an independent examination is required.

It is my responsibility to:

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

Basis of the 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 you as 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 statements below.

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; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Charities Act

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.



Luke Keegan
Chartered Management Accountant
1A The Homend
Ledbury
Herefordshire
HR8 1BN

Dated 21st April 2021

**St Michael and All Angels
Ledbury**

Education fund

	2020	2019
leavers books		-172
interest	15	21
Training course (minister)		-90
Donation to Sea Cadets		-500
Cheque Written off		-500
Returned cheque fee		-25
Greater churches consultation		-600
Joe Chipper - Books and laptop		-1248
Balance B/f	41087	44201
Balance c/f	41101	41087