

Called together to make Christ known

The Parish of Bracknell

Annual Report and Accounts for the
Year ended 31 December 2021



HOLY TRINITY



MOSAIC



TOWN CENTRE MISSION

Note from the Rev M Chalmers (Associate Priest)

Come Wednesday 25 May, Janet and I will have been in Bracknell for three years. A few weeks later, on Thursday 16 June, it will be three years since I was licensed as the Associate Priest in the then Bracknell Team Ministry. Three years have gone very quickly, and with us having spent a vast portion of that time living with Covid19, either under lockdown, or working within guidelines and behind masks, I feel that I have, in some respects, been robbed of getting to know people better. On the other hand, it gave us as a new Parish, as of 1 December 2020, an opportunity to rise to the challenges of online services, telephonic pastoral work, and the in-person services with one-way systems, Communion in one kind, and seeing lots of hand sanitiser everywhere. Much has certainly happened during our time together in these last two years.

My sincere thanks must go to our Church Warden, Angela Evans, who along with the PCC and our sub committees, made sure that we were able to continue operating as best as possible within these safety guidelines and the government legislation, and then oversaw the transition back to in-person worship.

As you all know, Janet and I will be moving to the Parish of Great Missenden with Little Hampden and Ballinger in Buckinghamshire at the end of June. Janet will be with you a little longer, as she is keen to fulfil her contract as Director of Music until the end of February 2023, if possible.

It has been an honour and a privilege to serve in this parish through what has been one of the greatest challenges in living memory. The pandemic has been described as one of those "once in a lifetime" experiences, and not a pleasant one at that. We can be justly proud of what we as a Parish have achieved through these recent trying times, and I have no doubt that the spirit of determination which I have encountered whilst serving here, will see the Parish of Bracknell continue to grow and thrive as a visible sign of God's presence in the Town Centre.

Although our Parish has had its share of sadness and faced many challenges, I feel there is still a great deal about which we can rejoice in terms of the period of January to December 2021. Both Holy Trinity and Mosaic had large numbers of regular virtual congregants attending services online. Most of those viewers have remained faithful and still join us, not only from within our Bracknell community but from all over the world. On the pastoral front, the weekly phone calls gradually became in-person visits for some, especially once the vaccines became available, and by the time the church services became in-person from April with the 8am service and August for the 9.30am service, it was good to see parishioners keen to be back in church, although still having to socially distance and wear face coverings. The Town Centre Mission was kept active thanks to the work of our two part-time Pioneers, Lynn Davidson, and Beth Quainton, albeit that several shops were closed for much of the year, but we did manage to organise a live combined churches Carol event in the town on the Saturday before Christmas. So, as we can see, there have been many blessings, for which we thank the Lord.

God bless and keep you.
Malcolm Chalmers

May 2022

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Aims and Purposes

The Parochial Church Council of the Parish of Bracknell (PCC) has the responsibility of co-operating with the Area Dean as Acting Priest in Charge and associate clergy, in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical in the ecclesiastical parish. The PCC is also wholly responsible for the maintenance of Langley Hall and carpark which is situated adjacent to Holy Trinity Church.

Objectives and Activities

‘Called together to make Christ known’ is the mission statement of the Parish of Bracknell. Our overall objectives are: to proclaim the Good News of the Kingdom; to teach, baptise and nurture new believers; to respond to human need by loving service; to transform unjust structures of society; to challenge violence of every kind and to pursue peace and reconciliation and to strive to safeguard the integrity of creation, and sustain and renew the life of the earth. Worship in a variety of styles is offered regularly at Holy Trinity and the Parks Community Centre (Mosaic). Opportunities for prayer, bible study, outreach and social activities are part of the regular pattern of church and community life.

Achievements and Performance

In 2021, albeit building operations were halted for several months, we continued to see growth in the new town centre, with new residents moving into the area (including converted office blocks adjacent to Holy Trinity), into the large block of flats (Winchester House) opposite Waitrose, and the housing estate next to Garth College.

Some highlights over the 12-month period have been:

- Providing on-line Sunday worship for the Holy Trinity and Mosaic congregations, as well as on-line daily worship and a 10am Eucharist on Thursdays.
- Holding in-person services at the 8am said Eucharist from Sunday 18 April and the 10am Thursday Eucharist was restarted in Church in April and then Langley Hall from September.
- The new 9.30am service pattern on Sunday mornings, as introduced at Holy Trinity in 2019, was maintained throughout the course of 2021, albeit services were initially livestreamed and then reintroduced as in-person services from Sunday 1 August.
- Readers who read the Sunday readings and led intercessions on the third and fourth Sundays of the month online, were willing to remain on the roster when

we reintroduced in-person worship, most of them being children, young teenagers, and their parents.

- The music team for the third and fourth Sundays of the month was blessed with two additional members, namely Fabio Marques and Eloise Bowyer, who along with Emma Barker and Julie Coveney, and led by our Director of Music, Janet Chalmers, have really added a new dimension to the musical part of those services.
- The choir has maintained a high standard since in-person worship was introduced. Their repertoire has been expanded and they lead the Choral Eucharists in such a way as to be the envy of many other parishes in our Deanery and Diocese. The Festival of Nine Lessons and Carols on Sunday 19 December was the real highlight of the year. We also welcomed Dr Sarah Bryan as a soprano in the choir.

Mission and Outreach

The church does not exist only as a gathered community but as a people who are sent into the world, to share in God's mission. Mission has two components, proclaiming the love of God in Christ Jesus and demonstrating this in acts of practical love and service. The Parish of Bracknell expressed this outward mission in various ways in 2021, but mostly through charitable support (food parcels through the Food Bank and the Food Hub and clothing donations via the Clothing Bank and the Parish Hardship Fund).

Building faith and community on the Parks

Mosaic

Mosaic continues to be aimed at people with little or no previous church experience. Our recently revised mission statement is to build community, grow disciples and reach out.

Throughout lockdown, Mosaic offered a streaming service on Facebook which involved around 10 different presenters and enable us to keep our church family connected. We used Streamyard software as a quick way to bring together separately located contributors as service leaders, speakers and worship leaders – and enable them to interact with each other. Worship was sometimes live from a single location but was more usually pre-recorded by our own musicians or using recordings from other churches. Our small group and leaders' meetings continued on Zoom.

We returned to live services in the Autumn of 2021 including a couple of brunch gatherings to help people reconnect and then we closed the Parks again just before Christmas in response to spiking COVID infection levels. At times we have also used regular outdoor meetings – especially walks (when COVID restrictions allowed this) and this proved great way to stay connected, with the bonus of throwing sticks for our many dogs, while sustaining worthwhile conversations that have tended to run deeper than typical chit chat.

We have appreciated being united in weekly Zoom prayer meetings on Saturday mornings with members of Holy Trinity and with Malcolm – and this is likely to continue as a virtual event which others are welcome to join.

We are thankful that we have come through a difficult year with a strong church family; a continuing pattern of Sunday services, bible study and prayer; and still financially solvent thanks mainly to the absence of any expenses on renting the Parks Community Centre during lockdown. We are grateful for the support we received from the parish and for our flexible and supportive landlords at the Parks Community Centre.

Paul Copping (On behalf of the Mosaic Leadership Team)

Supporting projects concerned with social justice

We continued to support the **Food Bank** and **Food Hub** through the year. We also worked with the **Clothes Bank**, to collect specific items of clothing and also gifts for lone parents. Volunteers from the Parish of Bracknell continued to help out at distribution events and also as drivers.

The Parish Hardship Fund was set up in March 2020 to provide support to individuals and families in financial difficulties because of the pandemic, initially to those living in the parish, but broadened to those living in the Bracknell area, particularly if they were recommended by clergy in the area. The fund was used on a number of occasions to assist families, once the necessary criteria had been checked in relation to the need being Covid related.

Support to **external charities** – during the year the PCC agreed to support the following charities:

- International (The Barnabas Fund)
- National (Mind)
- Local (Berkshire Women's Aid)

Details of amounts raised are given in the annual accounts.

Town Centre Mission (One Step Closer)

Objectives of the Parish of Bracknell's Town Centre Mission (TCM)

Be present in Bracknell town centre

Reach the unreached

We aim to achieve these objectives in conjunction with other Bracknell churches as this raises the profile of God's Church further and adds to our credibility and message. We are currently branded 'One Step Closer', a useful strapline for starting conversations.

History and context

Jim Barlow began this work in 2015 when the new town centre was being built. When Jim moved on, he left a great legacy of prayerful support and interest in mission to our town centre, and a healthy restricted fund for the ongoing work. Lynn Davidson and Beth Quainton now work together one day a week as Bracknell Pioneers and Chaplains. I line manage the Pioneers, and Paul Copping, Allan and I steer the work.

Achievements over the last year

The main development over the last year has been to train 4 Chaplains (Lynn, Beth, and Bob and Jilly Moffett) to visit shops and other town centre locations and build relationships with staff, providing a listening ear and support. This is now well established and welcomed by town centre employers in the town. Increasingly our chaplains are seen as trusted partners caring for people in our town and bringing encouragement to those who work there. We are making plans to grow our volunteer Chaplaincy team.

Other Pioneer events have included an autumn Babes and Bumps session at Coffee Barker and a Christmas Toddlerativity event, a nativity story event for toddlers and parents, held at St Joseph's Church. We handed out leaflets listing Christmas services across Bracknell churches including Holy Trinity and Mosaic; and also leaflets detailing many free resources and support available to local people, including for example SHARE Bracknell where Mosaic is active, distributing surplus food to any who want it.

At Christmas we provided wonderfully high-profile carol singing in the very centre of town at peak Christmas shopping time with singers from across Bracknell churches. Malcolm and Janet Chalmers were key collaborators for which we were particularly grateful.

Prayer support

We pray monthly for this work with Christians from across Bracknell churches and have several prayer warriors who pray for specific people and needs. Our Pioneers are also active at the weekly Bracknell Christian Network prayer meetings, keeping church leaders informed of TCM work and encouraging them to pray for us.

Debbie Copping (On behalf of the TCM Steering Group)

Schools and Youth Organisations

In 2021, Ranelagh Church of England Secondary School and Harman's Water Primary School (HWPS) continued to be the focus of our attention, albeit that all our operations school-wise continued online until late 2021. Fr. Malcolm Chalmers continued as a Foundation Governor at Ranelagh and was also responsible for coordinating our input into HWPS, albeit that clergy, due to school Covid regulations were not permitted to lead assemblies until January of 2022.

The possibility of accurately monitoring the attendance of school applicant families for Ranelagh School was restricted severely when services were being live streamed. And although it was evident that there were several families attending, it was not always possible to verify who was present and who was not. The school therefore chose to forego the previous system, and work on when people had been in attendance prior to the lockdown and as churches reopened.

Of the twenty-three students who applied for places in Year 7 for September 2022, based on the 2021 attendance verification, all were granted places at Ranelagh School.

All three schools which booked the Church for their Annual Carol services, namely Ranelagh, Harmans Water and Holly Spring, had to cancel considering the sudden spike of Covid infections in December.

Fr Malcolm, thanks to the parish connection through Chris Evans, was able to maintain and link with the 4th Bracknell Sea Scout Cubs and Beavers, especially when it came to their Christingle activities.

Mothers Union

Regrettably, due to the Covid19 restrictions, the members of the Mothers Union were unable to operate in their usual capacity.

Pastoral

The parish is blessed in having a very supportive pastoral team. At the start of lockdown, the Pastoral Team was expanded so that contact could be made with as many members of the Holy Trinity congregation as possible. Letters and devotional materials were delivered on several occasions to those who do not have access to email and social media, this included the delivery of Palm Crosses for Palm Sunday. This was continued for the duration of 2021, with more in-person meetings taking place as restrictions were gradually lifted with the introduction of vaccines and boosters.

Our pastoral work not only results in contacts with parishioners in hospital and in homes; we have also continued our good relationship with Clement House and Farningham House Retirement Homes, and now also have an association with Bickerton House in Warfield Road as well.

Worship, Prayer & Music at Holy Trinity, and Midweek Services

The start of the year saw us continuing with the new service pattern at Holy Trinity which had been put in place in 2019 as follows:

EVERY SUNDAY:

8am said Communion Service.

FIRST AND SECOND SUNDAYS OF THE MONTH: Pattern A

9.30am Sung Choral Eucharist (Children's Church and Youth Brunch which usually take place in the Langley Hall, were not resumed in 2021 due to the Covid restrictions.)

THIRD SUNDAY OF THE MONTH: Pattern B

9.30am All-age Eucharist (Monthly Choir Practice in the Langley Hall Committee Room.)

FOURTH SUNDAY OF THE MONTH: Pattern C

9.30am Blended Worship Eucharist

These 2019 changes have resulted in the positive opportunity to worship as one church family, and our resources in terms of having only one priest, as well as limited assistants in running services being less thinly stretched. With the appointment of a Director of Music in 2020, the operational side to the Music department continues under one

umbrella. Music continued to play a large part in the online services in 2021, reflecting the liturgical styles being used on each Sunday of the month. Our livestreamed services certainly allowed greater opportunities to involve more readers and intercessors, especially younger parishioners, and their families.

We managed the challenges of the pandemic and changing regulations and guidance effectively. I don't think we shall ever forget the sight of the Priest, Organist and Church Warden leaving Holy Trinity Church rather swiftly at the end of the 8am Said Eucharist to be at their respective homes in time to start the Sung Eucharist on Zoom and Facebook a 9.30am.

We continued with regular online Sunday Evening Prayer (Vespers), which attracts a small but loyal following of 8-12 people each Sunday. This service, along with the daily offices has been offered throughout 2021.

Special services such as 'Back to School' Sunday, with over 90 in attendance, Battle of Britain Sunday, Harvest Festival, Memorial Service (All Souls), Remembrance Sunday were all held as in-person services. The Crib Service was due to be live, but because of the concern for possible problems with social distancing due to large numbers and the spike of Covid infections in December, it was held successfully on-line instead. The Festival of Nine Lessons and Carols, Midnight Mass and the Family Eucharist on Christmas Day were well supported as in-person services, albeit not with the usual pre-Covid numbers attending.

In the absence of Fr Malcolm, whilst he was on compassionate leave in September /October, the services were covered by clergy from the deanery as well as lay leaders, which included Angela Evans and Beth Quainton.

We are very grateful for the supportive teams of Servers, Readers, Sides people, Flower arrangers, Cleaners/Holy Dusters, Welcomers, Maintenance Team Members, Pastoral Team Members, Office Staff, Sacristan, Choristers and Musicians who enabled the services to run smoothly as we gradually moved back into a full programme on in-person services.

Thursdays at Langley Hall, have a regular and loyal group of worshippers, who enjoy the service and social time, which follows on with refreshments and conversations. As well as the benefit of the spiritual fellowship, they provide a friendly and supportive group who look out for one another. We are grateful to Shirley Taylor and Graham Dives for their regular help in setting up and clearing following the Thursday services.

There were seven baptisms of infants in 2021, including a service at which two adults were baptised. No children were admitted to First Holy Communion during the year, nor were any confirmation candidates prepared. The priest also conducted fifteen funerals, all but one at the Easthampstead Park Crematorium. There were no weddings in 2021, and there was one renewal of vows at Holy Trinity Church in September and a Golden Wedding Celebration on 23 October. A memorial service for a family with a loved one who died overseas was held in the church in March.

A successful Lent Course was run online by Beth Quinton, focussing on the Prayer Course from 24-7 Prayer. This was very well supported from 22 February until Easter.

Attendance at the Easter services could not be accurately accounted for with the services having been livestreamed, but as was previously mentioned, the Christmas services were relatively well supported considering there still being concerns about Covid through December.

Children, Youth Ministry and Youth Brunch

The pandemic obviously caused the cancellation of all activities for young people, and so we relied on the monthly all-age Eucharist, initially online and then in-person, to stay in touch with our Junior Church and Youth Brunch membership.

The Children have taken an active role in the form of reading during the livestreamed and live services, especially during the family and blended worship services. They also did a fantastic job in the Zoom Crib Service at Christmas.

Lyn Watson, after many dedicated years of service as leader of the Children's Church, has indicated that she would like to retire. The decision was thus taken to look at how we might run the Children's Church and the Youth Brunch in future. All activity having been put on hold due to Covid, it was decided to await the appointment of a new incumbent for the parish before deciding how to go about appointing new leadership and a support team.

Social

Apart from Coffee chats online after the 9.30am Sunday Eucharist, the Zoom Coffee mornings each Wednesday and the refreshments being offered after the 10am Eucharist on Thursdays, no other social get-togethers were encouraged due to the often-unpredictable situation regarding the pandemic.

Bracknell Deanery Report

The Deanery of Bracknell has been operational through the thick of the pandemic with the meetings of the Chapter, made up of the clergy of the Deanery, under the co Area Deans as chairs, the Officers, the Pastoral and Standing Committees and the Synod all continuing on Zoom until mid-2021.

- Chapter met on the first Tuesday of every month except for April and August.
- The Deanery Officers met on 6 January, 10 March and 1 September,
- The Standing and Pastoral Committee met on 20 January, 24 March and 15 September.
- The Synod met on 9 February, 15 June and 16 November.
- The Annual deanery Day took place on Saturday 2 October at Easthampstead Parish Church.

Lesley Johnson (Parish of Bracknell Deanery Representative)

Buildings and Fabric

The Buildings Committee consists of 4 members, we have not met during 2021 due to the Covid 19 restrictions, we have communicated by email.

The servicing and testing of the winch, electrical items, gas heating, and lightening conductor, have all been completed satisfactorily

The gutters, valleys, gullies to the church and hall roof have had their annual clean by the Roofing Contractor, some slates have had to be replaced on the roofs on the church, in the roof areas that have not yet been replaced.

The metal gate to the boiler room is deteriorating and a new metal bracket will have to be made.

In the bell tower, a metal upright support has been put in to assist when climbing through the hatch.

Woodworm was found in the wooden ladder up to the bell tower, and some floorboards had to be replaced, A company was brought in to treat the woodwork in the bell tower.

Six portable emergency lights have been purchased, to be used in the event of a power cut in the church they have to be plugged into a power socket.

The Team Maintenance mornings continue with a few volunteers once a month, we are very grateful for their time. We need more help to get jobs done inside and outside of the church and hall.

Following the Quinquennial report in 2019 and as previously reported the pointing to the flint work on the church building is deteriorating, particularly around the South Transept, this is due to the incorrect material being used.

Some of the stain glass windows have bowed and the lead will need replacing.

One of the clocks on the tower and the one inside the church, both needs repair.

We have made a start in re-bedding the floor tiles in the church. Repairs to floors boards have been carried out in the choir stalls.

In the Langley Hall we had a flood in one of the toilets, the ball valve had to be replaced, this has caused some floor tiles to lift.

The floors in Langley Hall are deteriorating and have been stripped and resealed.

Malcolm Taylor (Chairman of the Building Committee)

Financial Review

This financial year the Parish of Bracknell had an income of £129,177 with £110,307 being of voluntary income, this being a decrease of £3,366 from 2019. We had expenditure of £119,624.

The total funds of the church are now £415,786 which £230,726 is made up of unrestricted funds, £96,021 designated funds and £88,989 of restricted funds.

Our Parish Share contribution was £50,425, which we met fully.

The PCC set aside a Hardship fund (£10,000) due to the 2020 COVID pandemic. Ten grants, from this restricted fund, were given to 1 school and 7 individuals to assist with day-to-day living expenses due to a reduction in their income or other factors resulting in hardship, totalling £2,880.

Looking at Church income and expenditure from an unrestricted perspective in 2021 our Income was £109,851 and our Expenditure £92,231. The lower expenditure occurred due to lower expenditure on COVID Hardship grants, Church activities were suspended for a proportion of the year and all expenditure closely monitored.

Income generation will therefore continue to be a focus in the coming year to ensure we balance the fixed overheads of the church (some or rising steeply such as Utility Bills) and ensure the PCC is able to deliver its outreach and charitable works.

The Finance & Administration Committee of the PCC continues to focus on close management of our expenditure and as lockdown eases maximising our income from the Langley Hall. The positive side of this is that the PCC has a clear view of all expenditure, much of which is Non-discretionary (Utility Bills) and increasing every year, therefore, to continue to be able to achieve our outreach goals we need to focus on increasing our Income through Giving.

Neil Dove (PCC Treasurer)

Gift Aid and Stewardship

We are able to reclaim the tax from the HMRC on regular donations and on cash donations (up to £8,000 limit). In 2021 we successfully reclaimed tax of £17,970 of which £14,678 was recovered from Unrestricted Giving. We are grateful to all who financially support the life and work of the church to the best of their ability. It remains the case, however, that we are critically dependent on a small number of people (12-15) who give most of our income.

Reserves Policy

Our financial reserves policy, approved by Bracknell PCC at its meeting on 6th September 2012, is that "our reserves should not fall below the total of: two months expenditure over 3 year average", plus £30,000 contingency, plus any amounts in restricted funds which we are forbidden to use for general revenue spending. As at 31st December 2021 our two-month average expenditure was £24,893 and the Restricted Funds were £97,307, giving a Reserve figure of £152,200 as at the end of 2021. At no stage during 2021 did our total funds fall below this Reserve figure.

Structure, Governance and Management

Safeguarding Report

Our safeguarding policies are based on those required by the Church of England, and the procedures we follow are based on the Parish Safeguarding Handbook, available on-line, with additional requirements and recommendations from the Safeguarding Team at the Diocese of Oxford and the Church of England. Our Parish Safeguarding Policy was renewed by the PCC in September 2021.

Record keeping. Those taking up paid and voluntary roles with children and vulnerable adults are asked to complete applications, and (for some roles) to apply for a DBS check, now carried out on-line. DBS checks now need to be renewed every three years. Risk assessments should be carried out before new activities begin, annually for activities taking place regularly, and prior to one-off activities.

Safeguarding training. It is important that those in positions of leadership and volunteers in specific roles are aware of safeguarding principles and good practice, particularly in the context of the Church. The Church of England has now extended its programme of safeguarding training: two existing modules have been updated and further modules have been introduced relating to recruitment and the impact of domestic abuse; all are available on-line. The leadership module is delivered within the Diocese, either face to face or on Zoom. All training should be renewed every three years. Details of the revised training arrangements have been circulated.

Safeguarding concerns. Safeguarding is everyone's responsibility! If you have any safeguarding concerns, please raise them with me, or one of the contacts on the information displayed on the Parish website, in Langley Hall and Holy Trinity.

Thanks. I would like to thank all those who have supported safeguarding in any way within the parish during 2021, with special thanks to Linda Edwards, our Safeguarding Administrator.

Angela Evans (Parish Safeguarding Officer)

Electoral Roll

There has been a slight increase in the electoral roll membership for this revision, which is occurring only 10 months after last year's revision. At last year's APCM, we had 239 members; since then, we have had 9 new members join the roll, and 3 members have been removed (1 deceased, 2 changed church). Therefore, the current membership as at the 2022 APCM will be 245.

Approximately two thirds of the members are female, and one third is male.

The breakdown of the membership by residential parish is...

- Bracknell: 56%
 - Warfield: 22%
 - Easthampstead: 17%
 - Other parishes: 5%
- ... where the 'other parishes' comprise:
- All Saints, Ascot Heath
 - Binfield
 - Maidenhead St Andrew and St Mary Magdalene
 - St. Sebastian, Wokingham
 - Winkfield, Cranbourne & Chavey Down

Tim Dorrington (Electoral Roll Officer)

PCC

Membership of the PCC consists of the clergy (ex-officio), churchwardens, deanery synod representatives and members elected by members of the congregation who are on the electoral roll of the church. All who regularly attend our services are encouraged to

register on the Electoral Roll and stand for election to the PCC. The appointments are made as set out in the Church representation rules. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The PCC has a Standing Committee, which consists of the Parish clergy, the two Parish Wardens, the Treasurer and the Secretary (and representatives from the Mosaic congregation if not otherwise represented). The Standing Committee is authorised to transact the business of the PCC between PCC meetings, reporting to the full PCC.

The full PCC met 10 times in 2021, with the APCM being held on 7 July.

Given its wide responsibilities the PCC has several committees, each of which deals with a particular aspect of parish life. These committees, which include Finance & Administration, and Buildings & Fabric, are all responsible to the PCC and report back to it as appropriate with notes of their meetings and decisions.

The full PCC discusses and ratifies any decisions as necessary.

Examples of PCC actions in 2021

- Decided on the three charities to be supported in 2022.
- Discussed the reopening of Holy Trinity and restarting worship, in accordance with government and church guidance.
- Noted reports circulated by the Diocese about significant safeguarding cases and renewed the Parish Safeguarding Policy.
- Agreed to the Parish Budget for 2022.

The PCC employs on behalf of the parish (part-time), 1 Parish Administrator, (Linda Edwards), and 1 Finance Administrator, (Sally Evans). We are extremely grateful for their dedicated work during the past year, and their willingness to work flexibly in challenging times.

Administrative information

The address of the church office is Langley Hall, The Ring, Bracknell, RG12 1HD.

Bracknell PCC is registered under charity registration number 1133886.

PCC members who have served at any time from 1 January 2021 until the date this report was approved are:

Ex Officio Members:

Clergy

Revd Malcolm Chalmers – Associate Priest (June 2019) Priest with daily oversight during the period of vacancy.

Wardens

Miss Angela Evans – Elected April 2019

Mr Paul Byron – Elected October 2020, stepped down in July 2021

Deanery Synod Representatives

Mrs Lesley Johnson

There were 5 vacancies for Parish of Bracknell representatives on Deanery Synod as at 31 December 2021.

Elected members

Mr Paul Copping

Mr Neil Dove (Treasurer)

Mr David Foster

Mr David Roper

Mr Paul Page (stepped down in June 2021)

Mr Ade Adofin (stepped down in July 2021)

Mr Les Allen (co-opted in September 2021)

Mr Neil Arden (elected July 2021)

Mr Simon Sellick (Secretary from September 2019)

Mrs Shirley Taylor (elected April 2019)

There were 6 vacancies on PCC as of December 31 2021

Approved by the PCC and signed on their behalf by the Chair of the PCC:

Rev'd Malcolm Chalmers

The Parish of Bracknell

Financial statements for the year ended 31 December 2021

Independent Examiner's Report to the PCC of the Parish of Bracknell

This report on the financial statements of Bracknell PCC, for the year ended 31 December 2021 which are set out in this Appendix 1 on pages 1 - 10, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of the Regulations and s.43(2) of the Act does not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under s.43(7)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - (a) to keep accounting records in accordance with section 41 of the Act; and
 - (b) to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations 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.

S K Douglas
Certified Bookkeeper



62 Westmorland Drive
Warfield

Date:

5th April 2022

The Parish of Bracknell

Financial statements for the year ended 31 December 2021

Statement of financial activities

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	2021 Total £	2020 Total £
Incoming resources						
Voluntary income	3	92,130	37	18,140	110,307	113,673
Activities for generating funds	3	6,982		581	7,563	6,597
Income from Church Activities	3	4,182			4,182	2,782
Investment income	3	6,557	568	-	7,125	4,958
<i>Total incoming resources</i>		<u>109,851</u>	<u>605</u>	<u>18,721</u>	<u>129,177</u>	<u>128,010</u>
Resources expended						
Church Activities:						
Parish Share	4	45,243		5,182	50,425	51,194
Staffing and Clergy expenses	4	19,606		14,566	34,172	33,465
Church running expenses	4	16,005		3,827	19,832	19,989
Hall running expenses	4	9,529			9,529	11,419
Mission Giving and donations		1,247	354	3,464	5,065	16,090
Repairs & Building work	4	-	-	-	-	250
<i>Sub total Church Activities</i>		<u>91,630</u>	<u>354</u>	<u>27,039</u>	<u>119,023</u>	<u>132,407</u>
Costs of generating funds	4	415			415	1,058
Investment costs	4	96			96	60
Governance costs	4	90			90	90
Adjustment to accounts		-	-	-	-	-
<i>Total resources expended</i>		<u>92,231</u>	<u>354</u>	<u>27,039</u>	<u>119,624</u>	<u>133,615</u>
<i>Net incoming/(outgoing) resources before transfers</i>		17,620	251	(8,318)	9,553	(5,605)
Gross transfers between funds		6,000	(6,000)		-	-
Net movement in funds		<u>23,620</u>	<u>(5,749)</u>	<u>(8,318)</u>	<u>9,553</u>	<u>(5,605)</u>
Total funds brought forward		<u>207,106</u>	<u>101,770</u>	<u>97,307</u>	<u>406,183</u>	<u>411,788</u>
Total funds carried forward		<u>230,726</u>	<u>96,021</u>	<u>88,989</u>	<u>415,736</u>	<u>406,183</u>

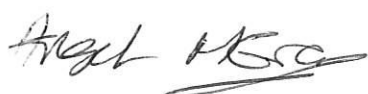
The Parish of Bracknell

Financial statements for the year ended 31 December 2021

Balance sheet as at 31 December 2021

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2021 £	Total 2020 £
Fixed assets						
Tangible assets	12	-	-	442	442	663
Total fixed assets		<u>0</u>	<u>-</u>	<u>442</u>	<u>442</u>	<u>663</u>
Current assets						
Investments	13	98,605	-	-	98,605	93,191
Debtors	14	7,530	37	1,750	9,317	8,647
Accrued Income	14	218	-	105	323	60
Prepayments	14	(30)	-	-	(30)	0
Cash in hand and at bank		125,466	95,984	87,352	308,802	305,979
Total current assets		<u>231,789</u>	<u>96,021</u>	<u>89,207</u>	<u>417,017</u>	<u>407,877</u>
Liabilities	15	1,063	-	660	1,723	2,357
Net current assets		<u>230,726</u>	<u>96,021</u>	<u>88,547</u>	<u>415,294</u>	<u>405,520</u>
Net assets		<u>230,726</u>	<u>96,021</u>	<u>88,989</u>	<u>415,736</u>	<u>406,183</u>
Funds of the church						
Unrestricted funds						
General fund		230,726	-	-	230,726	207,106
Designated fund	17	-	96,021	-	96,021	101,771
		<u>230,726</u>	<u>96,021</u>	<u>-</u>	<u>326,747</u>	<u>308,877</u>
Restricted funds	16	-	-	88,989	88,989	97,306
Total funds of the church	18	<u>230,726</u>	<u>96,021</u>	<u>88,989</u>	<u>415,736</u>	<u>406,183</u>

Approved by the Parochial Church Council on 20th April 2022 and signed on its behalf by:



Angela Evans
Parish Warden



Malcolm Chalmers
Associate Priest

The Parish of Bracknell

Financial statements for the year ended 31 December 2021

Notes to the accounts

1 Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 to 2001, the Charities Act 1993, applicable accounting standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" (revised 2005).

The accounts are drawn up under the historical cost convention as modified by the inclusion of investment assets at market value. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. These accounts 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.

The accounts have been prepared on an accruals accounting basis.

2 Accounting policies

Funds

Unrestricted funds are general funds available for the general objectives of the church, not subject to any restrictions regarding their use.

Designated funds are unrestricted funds that have been set aside by the PCC for particular purposes. Details of designated funds can be found in Note 17.

Restricted funds can only be used for the purposes for which they have been given, within the objectives of the church. The cost of raising and administering such funds are charged against those specific funds. Details of restricted funds held can be found in Note 16.

Endowment funds are restricted funds which must be held permanently and the capital maintained while the income is restricted. Bracknell PCC do not hold any Endowment Funds.

Incoming resources

All incoming resources are included in the SOFA when the church becomes legally entitled to the income and when the amount can be quantified with reasonable certainty.

Collections are recognised when received by or on behalf of the PCC. Planned giving is recognised only when received. Grants and legacies are recognised as soon as the PCC becomes aware of its legal entitlement and the amount due is quantifiable with reasonable certainty.

Income tax recoverable on gift aid donations is accounted for when the gift is received, not when the tax refund is received.

When incoming resources have related expenditure (as with fundraising income) the incoming resources and the related resources expended are accounted for gross in the SOFA where possible.

Rental income from letting the Langley Hall is accounted for when it falls due.

Dividends and interest are accounted for when receivable and includes any recoverable tax.

Realised gains on assets held for the church's own use are taken into account at the time of sale.

Resources expended

Expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for goods or services.

All costs have been directly attributed to the various categories within the SOFA.

The Parish of Bracknell

Financial statements for the year ended 31 December 2021

Notes to the accounts

Resources expended continued

Any general support costs have been allocated across activity cost categories on a basis consistent with the use of resources based on an allocation of actual costs.

As the church is not registered for VAT, all expenditure is shown inclusive of VAT.

Governance costs include the cost of the preparation of the annual accounts, the cost of PCC meetings and the legal cost of advice on governance or constitutional matters.

Grants and charitable giving are accounted for when paid over or when awarded, if the award creates a binding obligation on the PCC, provided that there are no conditions to be met relating to the grant which remain in the control of the church.

Parish Share is accounted for when due except that any Parish Share unpaid at the end of the financial year is provided for in the accounts as a constructive obligation, although not a liability, and is included in the balance sheet as a liability.

Fixed assets

All capital expenditure in excess of £250, for a single item or a group of similar items, is capitalised.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost evenly over the expected useful economic life of assets. Accordingly, furniture, fittings and equipment are depreciated over 5 years.

Buildings:

Bracknell PCC is the beneficial owner of properties held in trust for us by the Diocese of Oxford.

Holy Trinity Church is consecrated and therefore dedicated to God, being set aside solely for sacred purposes.

Consecrated property is excluded from the financial statements by s.96(2)(a) of the Charities Act 1993.

Maintenance costs on consecrated property are written off in the year they are incurred.

The PCC have a beneficial interest in the land and buildings of Langley Hall.

Langley Hall was built over 30 years ago. The costs were written off at the time of completion. The Statement of Recommended Practice for accounting and reporting (SORP) 2005 requires that these buildings should be capitalised. However there are insufficient records of the original costs, and no values have been included in the Balance Sheet.

Our insurance policy, with Ecclesiastical Insurance Group, for both Holy Trinity Church and Langley Hall has changed to a combined policy, Parish Plus. Details of which are available in the Parish Office. Building and content values for both church and church hall have not been included in the balance sheet in 2020 (or since 2006), as to do so would distort the overall view of our finances.

Investments

Investments are included at market value.

Both realised and unrealised gains are shown under 'other recognised gains/(losses)' section of the SOFA.

Current assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors.

The Parish of Bracknell

Financial statements for the year ended 31 December 2021

Notes to the accounts

3 Analysis of incoming resources	Notes	2021			2020
		Unrestricted £	Designated £	Restricted £	Total funds £
Voluntary income					
Recurring income:					
Envelope giving (excl. tax)		2,919		1,000	3,919
Collections of loose cash at services		1,268	-	-	1,268
Other planned giving (bankers orders)		57,886	-	13,720	71,606
Coffee mornings		104	-	-	104
		<u>62,177</u>	<u>0</u>	<u>14,720</u>	<u>76,897</u>
Non-recurring income:					
Legacies		-	-	-	-
Grants	5	-	-	-	6,000
One Off Donations		12,044	-	165	12,209
Donation - cashless		2,386	-	-	2,386
- less fee taken		(80)	-	-	(80)
Gifts for individuals		350	-	-	350
Collections for Charities		575	-	-	575
		<u>15,275</u>	<u>0</u>	<u>165</u>	<u>15,440</u>
Gift Aid - Tax recovered		14,678	37	3,255	17,970
		<u>92,130</u>	<u>37</u>	<u>18,140</u>	<u>110,307</u>
Activities for generating funds					
Fund raising activities	6	-	-	581	581
Langley Hall/Car Park letting		6,982	-	-	6,982
		<u>6,982</u>	<u>0</u>	<u>581</u>	<u>7,563</u>
Income from Church Activities					
Fees - weddings, funerals etc		4,116	-	-	4,116
Church magazine sales		66	-	-	66
Bible Reading Fellowship Income		-	-	-	-
		<u>4,182</u>	<u>0</u>	<u>0</u>	<u>4,182</u>
Investment income					
CBF accounts		1,116	-	-	1,116
Investment movement		5,414	-	-	5,414
Bank interest		27	568	-	595
		<u>6,557</u>	<u>568</u>	<u>-</u>	<u>7,125</u>
Total Incoming resources		<u>109,851</u>	<u>605</u>	<u>18,721</u>	<u>129,177</u>
					<u>128,010</u>

The Parish of Bracknell

Financial statements for the year ended 31 December 2021

Notes to the accounts

		2021			2020
	Notes	Unrestricted £	Designated £	Restricted £	Total funds £
4 Analysis of resources expended					
Church Activities					
Parish Share		46,635	-	5,182	51,817
Rebate		(1,392)	-	-	(1,392)
		45,243		5,182	50,425
Staffing and Clergy expenses					
Salaries		19,344	-	7,940	27,284
Clergy expenses	7	262		244	506
Consultancy/Pioneer roles/Staff exp	8	-		6,382	6,382
		19,606		14,566	34,172
Church running expenses					
Cost of weddings and funerals etc		2,904	-	-	2,904
Verger and organist fees		160	-	-	160
St Paul's rent		-	-	-	-
Mosaic expenses		-	-	1,549	1,549
Insurance		4,388	-	-	4,388
Outreach & Training		151	-	200	351
Licences/Permits/Subscriptions		760	-	881	1,641
Organ repair/tuning & Music		110	-	181	291
Utilities		1,742	-	-	1,742
Telephone & Internet		841	-	-	841
Church Maintenance		3,485	-	-	3,485
Church supplies		71	-	-	71
Magazine Costs		-	-	-	-
Equipment		40	-	146	186
Books and publications		124	-	260	384
Stationery, Printing & Office supplies		1,229	-	610	1,839
		16,005		3,827	19,832
Hall running expenses					
Cleaning		4,050	-	-	4,050
Maintenance		1,514			1,514
Utilities		2,953	-	-	2,953
Insurance		1,012	-	-	1,012
		9,529			9,529
Mission Giving and donations	9	1,247	354	3,464	5,065
Repairs & Building work					
Church	10	-	-	-	-
					250
Cost of Church Activities		91,630	354	27,039	119,023
Costs of generating funds					
Fundraising costs		-	-	-	-
Coffee Morning/Refreshments		11	-		11
Gifts		404	-		404
		415			415
Investment costs					
Bank charges		96			96
Governance costs					
Audit fee	11	90			90
Resources used total		92,231	354	27,039	119,624
					133,616

The Parish of Bracknell

Financial statements for the year ended 31 December 2021

Notes to the accounts

5 Grants

No grants were received in 2021 (2020- £6,000).

6 Fund raising activities

	2021	2020
	£	£
Just Giving (Town Centre)	446	-
Card Sales	45	-
Carol Singing	90	-
Easy Fundraising	-	36
Sponsored Slim	-	400
Card Sales	-	-
	<u>581</u>	<u>436</u>

7 Clergy Expenses

No members of the PCC received any remuneration for their work for the PCC. The clergy, who are ex officio members do receive a stipend but are not remunerated for their service on the PCC. No PCC members claimed expenses although they would have been entitled to claim travel costs for attending meetings. The clergy, including visiting clergy, received expenses for their role as parish or guest priests of £506 (2020 - £1,533).

8 Consultancy and Staff Expenses

Pioneer roles for the New Town Centre amounted to £11,659 of which £6,382 was paid on a Consultancy basis (2020: £6,920). No money was received in 2021 from HMRC for furloughed members of staff during COVID lockdown. There were no New Town Centre staff expenses in 2021 (2020: £138).

9 Mission Giving and donations

	2021	2020
	£	£
Charitable Donations were made to the following institutions:		
Food Bank	375	50
Royal British Legion	200	-
Children's Society		210
Age UK		25
Sub Total	<u>575</u>	<u>285</u>
Nightshelter expenses	-	134
COVID Hardship grants	2,880	7,507
New Town Centre expenditure	<u>878</u>	<u>7,285</u>
	<u>3,758</u>	<u>14,926</u>
Mission Giving:		
Berkshire Women's Aid	244	732
MIND	244	879
Barnabus International	244	
Total	<u>5,065</u>	<u>16,090</u>
Donations		
Hardship Donations including Gift Aid	475	6,602
Night Shelter including Gift Aid	-	150
Donations New Town Centre Development including Gift Aid	<u>2,321</u>	<u>275</u>
Total	<u>2,796</u>	<u>7,027</u>

As a result of the COVID pandemic, 10 grants, from the Hardship restricted fund or the Hardship designated fund, were given to 1 school and 7 individuals to assist with day to day living expenses due to a reduction in their income or other factors resulting in hardship, totalling £2,880 (2020: £7,507).

10 Repairs & Building work

No repairs were carried out to the church roof (£2020: £250). No other building works were undertaken other than regular maintenance.

The Parish of Bracknell

Financial statements for the year ended 31 December 2021

Notes to the accounts

11 Audit Fee

	2021	2020
	£	£
Auditor	90	90

12 Tangible fixed assets

	Fixtures fittings & £	Musical Instruments £	Langley Hall Kitchen £	Total £
Net book value				
At 1 January 2021	-	225	438	663
Depreciation		(75)	(146)	(221)
At 31 December 2021	-	150	292	442

13 Investment assets

CBF Trust Funds

	£	£
Value on 1 January 2021	93,191	90,864
Net gain/(loss) on revaluation for 2021	5,363	2,328
Correction for 2020	51	-
Value on 31 December 2020	98,605	93,191

There were no additions or disposals during the year.

Analysis of investments

Grange Road Trust Fund - (for any ecclesiastical purposes in the Parish.) represented by CBF C of E Deposit Fund		31.12.21 £ 55,938
Leaves Green Trust Fund all and income to be applied as part of the general income of the Bracknell represented by CBF Investment Fund represented by Income Shares	£ 29,146 13,521	42,667 98,605

14 Debtors and prepayments

(Amounts falling due within one year)

	2021	2020
	£	£
Debtors	9,317	8,647
Prepayments	(30)	0
Accrued income	323	60
	9,610	8,707

15 Creditors and accruals

(Amounts falling due within one year apart from Hall and Key deposits)

	2021	2020
	£	£
Creditors	215	715
Money held - Hall & Key Deposits	625	500
Money held - Wedding and Funerals	883	1,142
Money held - other payments	0	0
	1,723	2,357

£400 of wedding fee deposits has been held for over one year due to Covid pandemic delaying marriage services.
£500 hall hire and key deposit money has been held for over one year.

The Parish of Bracknell

Financial statements for the year ended 31 December 2021

Notes to the accounts

16 Restricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Holy Trinity Roof Fund	2,173	1,500			3,673
Holy Trinity Fabric Fund	1,000				1,000
Holy Trinity Hymn / Service Books	389		(106)		283
Holy Trinity Music Fund	1,548		(75)		1,473
Holy Trinity Music Director	5,295		(2,440)		2,855
Holy Trinity Seating Fund	1,652				1,652
Hardship Grants	2,050	475	(2,525)		0
Special Services	28				28
Training	200				200
Clergy Expenses	1,278		(244)		1,034
Youth Bibles	97				97
Mosaic	37,656	14,425	(8,277)		43,804
Mission	0				0
New Town Centre Mission	41,779	2,321	(13,226)		30,874
Night Shelter	2,162		(146)		2,016
	<u>97,307</u>	<u>18,721</u>	<u>(27,039)</u>	<u>0</u>	<u>88,989</u>

17 Designated fund

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
For Ecclesiastical matters and charitable purposes within Bracknell parish					
Hardship Grants	10,000	37	(354)		9,683
Car Park compensation	12,050			(6,000)	6,050
Roof	71,922	568			72,490
History Project	768				768
Organ/Music	83				83
Let's Go	-				-
Legacy	6,947				6,947
CBF Leaves Green Fund	-				-
Total	<u>101,770</u>	<u>605</u>	<u>(354)</u>	<u>(6,000)</u>	<u>96,021</u>

18 Summary of funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Net assets at 1 January 2021	207,106	101,770	97,307	406,183
Income in 2021	109,851	605	18,721	129,177
Expenditure in 2021	(92,231)	(354)	(27,039)	(119,624)
Transfers between funds	6,000	(6,000)	0	0
Net assets at 31 December 2021	<u>230,726</u>	<u>96,021</u>	<u>88,989</u>	<u>415,736</u>