

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF FROME SELWOOD

England & Wales · Charity number 1133925

Details

Other names	Bennett Centre, Frome, FROME ST JOHN THE BAPTIST PCC, St John the Baptist Church Frome
Status	Registered
Legal form	Previously excepted
Registered	2010-02-01
Register	View on the Charity Commission register

Contact

Address
The Administrator
St Johns Cottage
1 Church Steps
Frome
Somerset
BA11 1PL

Phone 01373462325

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Website www.stjohnsfrome.com

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Church of England Parish Church in Frome, Somerset.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Somerset

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£158,187	£104,539	-	-
2023-12-31	£107,556	£102,060	-	-
2022-12-31	£142,429	£80,910	-	-
2021-12-31	£85,718	£82,303	-	-
2020-12-31	£71,583	£79,451	-	-

Trustees

Name	Role	Appointed
AMANDA ROSEMARY CROOK		
Angela Mary Pater		2024-05-19
Brian Roderick Essex		2021-05-20
CHRISTINE SYLVIA HOLLAND		
Claire Emma Harrison		2025-05-19
Dinah Mary Bardgett		2025-05-19
ELAINE IRENE GILBURT		2024-05-19
Harold Edwin Chapman		2024-05-19
Janet Elizabeth Mary Caudwell		
June Rosemary Barnes		2025-05-19
Kathryn Gurr		2024-05-19
LOIS MARY BUSHELL		
MR NEIL MCCORMICK		
PETER CONNEW		
Rev Seamus Addison Hargrave		2025-02-03
Stephen James Ralph Smith		2023-05-23
Teresa Dale		2025-05-19

Accounts



Frome Deanery
Wells Archdeaconry
Diocese of Bath and Wells



Annual Report
and
Financial Statements
of the
**Parochial Church Council of the Ecclesiastical
Parish of Frome Selwood**
(Registered Charity number 1133925)
otherwise
Frome St John the Baptist PCC
for the year ended
31st December 2024

Office: St John's Parish Office, St John's Cottage, 1 Church Steps, Frome, Somerset BA11 1PL

Website: www.stjohnsfrome.com Email: admin@stjohnsfrome.com

Facebook: [FromeStJohntheBaptist](https://www.facebook.com/FromeStJohntheBaptist)

Incumbent : For January: The Revd Colin Alsbury, and then vacancy
St John's Vicarage, Vicarage Close,
Christchurch Street East, Frome, Somerset BA11 1QL

Independent Examiner: B.O.A. Accountancy Ltd t/as Berkeley Hall Ltd, Unit 2, Southgate,
Commerce Park, Frome BA11 2RY

Architect: George Chedburn, Chedburn Dudley, Glove Factory Studios, Brook Lane,
Holt, Bradford on Avon BA14 6RL

Legal advisors: FDC Law, 21 Bath Street, Frome BA11 1DJ

Bank: NatWest Bank, 62 Fore Street, Trowbridge, Wiltshire BA14 8EX

The Church of St John the Baptist at Frome Selwood is of ancient foundation, being founded as a mission church by St Aldhelm in AD 685. A royal church in its early years, the patronage passed in the middle ages to Cirencester Abbey and then at the reformation into the hands of the Thynne family at Longleat, who delivered the patronage to the Diocese of Bath and Wells (Board of Patronage) in the late 1930s.

The benefice of Frome St John was held in plurality with that of St Katharine, East Woodlands until the end of September 2023.



Ministry

Vicar: Revd Colin Alsbury MA (until end of January)
then vacancy

Reader: Mrs Janet Caudwell MA

Parochial Church Council (PCC)

The role of the PCC

St John's PCC has the responsibility of co-operating with the incumbent in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Charitable status of the PCC

In 2009 the PCC, previously excepted from registration, registered with the Charity Commission, and the registration process was completed in early 2010.

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Mission statement

Our mission and ministry:

‘Seven whole days, not one in seven’

Cherishing our inheritance of Christian faith and worship,
we welcome all
and share the joy of the Gospel message in Christ,
through concern for the wholeness of individuals
and active involvement in community life in all its diversity.

PCC Membership 2024

Clergy:

Revd Colin Alsbury (Vicar) until end of January then vacancy

Churchwardens (elected annually):

Mr Neil McCormick

Mr Terry Bushell

Deanery Synod Members:

Mrs Lois Bushell (Lay Dean of Frome Deanery, Diocesan Synod, Deanery Synod 2023-26)

Mrs Elaine Gilbert (Diocesan Synod, Deanery Synod 2023-26)

PCC members elected until 2025:

Mrs Amanda Crook (2022-25, PCC Secretary until 20 February 2024)

Mr Steve Smith (May 2023-2025)

Mr Harry Chapman (May 2024-2025)

Mrs Rosemary McCormick (June 2024-2025 – co-opted)

PCC members elected until 2026:

Mrs Christine Holland (2023-26, PCC Treasurer)

Mr Neil McCormick (2023-26)

Mrs Kathryn Yeaman (2023-February 2024)

Mrs Kathryn Gurr (May 2024-2026)

PCC members elected until 2027:

Mr Peter Connew (2024-27, Lay Deputy Chair of PCC)

Mr Brian Essex (2024-27)

Ms Angela Pater (PCC Secretary from February 2024; 2024-2027)

Readers (appointed annually):

Mrs Janet Caudwell

Note: Within the Frome Town Group Ministry the other incumbents are also entitled to attend and take part in, but not have any vote in, the proceedings of any PCC meeting:

Revd Liz Dudley Christ Church & St Mary's

Revd Ian Snares Holy Trinity

Other PCC officers and appointees

Senior server	Mr Peter Connew
Choir leader	Mrs Rosemary McCormick
Sacristy	Mrs Margaret Veakins
Tower captains	Mr Matthew Higby
Flower co-ordinator	Mrs Elaine Gilbert
Hon archive supervisor	Vacant
Safeguarding officer	Mr Steve Smith
Health & safety issues	Mr Brian Essex
Electoral roll officer	Mr Neil McCormick
Stewardship	Mrs Amanda Crook
Magazine editors	Mrs Amanda Crook, Mrs Karolyn Curle
Church administrator	Mrs Karolyn Curle

Committees

The PCC operates through a number of committees, which meet between full meetings of the PCC. The Vicar is a member of all committees ex-officio. Though most members of committees are also on the PCC, membership of committees is open to persons who are not members of the PCC.

Standing Committee

This is the only committee required by law. The Vicar and Churchwardens are ex-officio members, and the PCC appoints a further two members. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC.

Worship Committee

This committee co-ordinates the efforts and vision of all those involved in preparing and leading our worship, meeting every couple of months. It makes recommendations to the PCC on any change or development in our pattern of worship.

Social Committee

This committee oversees and organises events to build fellowship within the life of the parish.

Note: The *Restoration Joint Committee* is not a sub-committee of the PCC alone but forms a partnership with the separate associated registered charity 'Frome St John Restoration Fund'.

Collaborative ministry

The parishes of the Frome Town Group are able to collaborate through a Group Council. In order to balance the pastoral care responsibilities of the benefices within the town there is a working agreement in place whereby some parts of Christ Church parish are cared for by Holy Trinity and St John's.

The parish is committed to working with ecumenical partners and hosts a monthly prayer meeting for members of Frome area congregations. The Clergy of the Frome Deanery meet regularly as Clergy Chapter for worship, study and fellowship.

Major Churches Network

St John's is part of the Major Churches Network (MCN), with regional meetings being held, in order to support Major Churches in management, mission and ministry.

The Church Buildings Council recognise that such Major Churches face issues normally associated with cathedrals, but with parish church-sized resources. Part of the support given to Major Churches will come through assistance in developing a comprehensive Conservation Management Plan.

Inclusive Church

Since 2018 Frome St John the Baptist parish church is part of Inclusive Church, Inclusive Church is a network of churches, groups and individuals uniting together around a shared vision:

'We believe in inclusive Church - church which does not discriminate, on any level, on grounds of economic power, gender, mental health, physical ability, race or sexuality. We believe in Church which welcomes and serves all people in the name of Jesus Christ; which is scripturally faithful; which seeks to proclaim the Gospel afresh for each generation; and which, in the power of the Holy Spirit, allows all people to grasp how wide and long and high and deep is the love of Jesus Christ.'

Further information is available at <https://www.inclusive-church.org/>



PCC funds

Apart from the General Fund, which is unrestricted in use, the following funds are held by the PCC:

Unrestricted funds that have been designated:

- (a) holding of legacy monies received
- (b) administration of the Parish Office and printing accounts.

Because of legal changes, from 1st January 2013 payments in respect of Parochial Fees belong to the PCC and DBF (Diocesan Board of Finance), and are managed by the PCC rather than the incumbent. Fees are therefore processed through the PCC accounts.

Restricted funds that hold:

- (a) monies received or donated for specific support of other charitable bodies
- (b) grants and payments received for specified works in the life of the parish
- (c) income from and relating to the management of the Bennett Centre – St John's Church Hall. (From 1 Jan 2008 the terms of any letting income for the hall are that it shall be applied first for the maintenance, upkeep and running of the Centre.)

Associated or related non-PCC funds

The following funds are not under the control of the PCC but are held for purposes within or connected with the life of the parish of Frome St John:

Frome St John Restoration

Established by a Trust Deed in July 1986 as the Friends of St John's, this is a separate registered charity (No 295057) whose objects are 'the maintenance and repair of the fabric of St John's Church and its surrounds'.

The Trustees of this associated charity are accountable directly to the Charity Commissioners for its funds, and notes of their work do not form part of the PCC Annual Report. Their Annual Meeting was held on 8th May 2022.

The report of their Trustees is separately available.

Sacristy Fund

Under the terms of a bequest from Rose Hunt a capital sum is held by the Diocesan Trustees, and the income is paid to the parish for the upkeep of vestments etc.

'Vicarage Garden' Trust fund

This fund, which arose from the sale of land adjoining the former vicarage garden, is held by the Diocesan Trustees for the benefit of the Church School.

Trusts and bequests in the care of the Incumbent/Churchwardens

The following funds are in the care of the Incumbent or the Incumbent and Churchwardens:

Charities Funds

Byard (Education), Taunton (Music), T Smith (Alms), Singer (Bennett Services), Leversedge (Fabric), Baily (Clock, Carillon, Bells), Hutchings (Grave & Fabric)

Trust Funds

W Baily (Bennett Memorial), Via Crucis, Bennett Grave, Foster (Flowers)

They are included here below, but for information only. They do not form part of the PCC's Annual Report.

Strategy for Mission and Ministry: 'Seven Whole Days ...'

Congregation	to grow as a viable, sustainable community of worship, ministry & mission
<i>Worship</i>	to maintain and develop a rich variety of worship
<i>Nurture</i>	to establish an effective programme of all-age learning and growth
<i>Fellowship</i>	to provide and enjoy regular social events
<i>Membership</i>	to affirm a sense of belonging, encouraging new membership and maintaining accurate and up to date membership records
<i>'One Holy, Catholic & Apostolic Church</i>	to draw strength from and contribute to the wider life of the Church
<i>Plurality of St John & Woodlands</i>	to share resources effectively
<i>Group Ministry</i>	to share common policies and vision for the town
<i>Frome Area Christians Together</i>	to grow in mutual fellowship and ministry
<i>Deanery / Diocese</i>	to take an active role in the synodical process
<i>Wider Church</i>	to learn from and support the work of the wider church
<i>Mission partnerships</i>	to give a proportion of our income to support the wider mission and ministry of the Church and to welcome fresh understanding of our calling through learning from the life of the wider church
Community	to engage actively with the whole life of the community in which we are set
<i>Pastoral care</i>	to share people's joys and sorrows and provide appropriate care, support and guidance
<i>Prayer Network</i>	to hold in prayer all those whose needs are known to us
<i>Baptism</i>	to welcome all who would seek to begin their journey of faith
<i>Marriage</i>	to celebrate mutual love and commitment in marriage
<i>Bereavement</i>	to support people in the time of grief
Geographical parish	to engage with the ordinary life of the community that live, work or take their leisure within the parish
<i>Resident population</i>	to reach out in service and witness to the people of the parish
<i>Voluntary sector</i>	to know and be known by those working for the welfare of the local community
<i>Business community</i>	to value the people involved in the local economy, especially at Rogation and Harvest
Education	to affirm all involved in the work of education and support individuals of all ages in their learning and personal growth
<i>Church School</i>	to actively share in and contribute to the life of St John's School
<i>Church as a teaching resource</i>	to enable the use of the Church building for school visits and as a place where learning can be enriched
Heritage	to cherish the inheritance which is in our trust and provide as best we can for that inheritance to be maintained and developed
<i>The site & building</i>	to work creatively with heritage bodies to assure the future of a living site
<i>Parish archives</i>	to work with county archives and others to preserve our unique records
<i>Conservation & access</i>	to keep safe and ensure security of records, including provision of archive quality copies; to provide reasonable access to records, including provision of copies, finding aids and indices where possible
Visitors & tourism	to welcome casual visitors and organised visits and enrich the experience of their visit
<i>An open church – stewarding</i>	to maintain a team of volunteers who will be confident in explaining the history, life and mission of the parish
<i>Guides & literature</i>	to provide in accessible form a variety of literature which enrich people's visit
Music & the arts	to develop the offering of music and arts within worship and to host appropriate exhibitions and concerts throughout the year
<i>Frome Festival</i>	to work closely with the Festival organisers in promoting music and the arts

Statistics for Mission

A number of returns are made each year to the Diocese and Church Commissioners regarding membership, attendance and other aspects of church life.

At the end of 2024 the core worshipping community at St John's, defined as those who attend worship at least once a month, or would do so if not restricted by health or other reasons, comprised 50 individuals:

<i>Children (0-10)</i>	<i>Youth (11-17)</i>	<i>Adult (18-69)</i>	<i>Older (70+)</i>	<i>Total</i>	
0	2	13	35	50	In 2024
3	2	19	28	52	In 2023

The number of baptisms, weddings and funerals were:

<i>Baptisms</i>	<i>2024</i>	<i>2023</i>
Under 1 year	3	4
Age 1-4	4	1
Age 5-10	1	0
Age 11-17	0	0
Adult	0	0
<i>Total</i>	<i>8</i>	<i>5</i>

<i>Weddings</i>	<i>2024</i>	<i>2023</i>
Full service	1	9
Dedication after civil marriage	1	0

<i>Funerals</i>	<i>2024</i>	<i>2023</i>
in church	8	9
at crematorium	1	3

The numbers attending Easter, Advent and Christmas services were:

<i>Easter Day</i>	<i>Communicants</i>	<i>Attending</i>
2024	51	74
2023	48	73

<i>Advent</i>	<i>For congregation & local community</i>	<i>For civic and school</i>
2024	500	360
2023	350	350

<i>Christmas</i>	<i>Communicants</i>	<i>Attending</i>
2024	96	168
2023	104	320

Electoral roll

The number on the church electoral roll for 2024 was 77

**Wardens' report on the
fabric, ornaments and goods for 2024**

The longstanding fault in the operation of the heating system, which led to the church having no heating for most of last winter was finally located and has now been rectified.

The refurbishment of the organ was completed.

Further progress was made with the new glass doors to be fitted inside the west doors and this work should be completed in 2025.

Further reports were obtained on refurbishment of the Bells and further progress will be made when the Diocesan Bells Adviser has visited and given advice on how to proceed.

Identifying the cause of water dripping onto the organ bench has proved elusive so far and we hope that we can get to the bottom of this before next autumn.

Neil McCormick and Terry Bushell
Churchwardens

Report of the Parochial Church Council in 2024

1. **Vicar:** The major event during the year was the retirement of Rev Colin Alsbury in January 2024. Many thanks to Colin for over 20 years of service at St John's. There followed the lengthy process of recruiting a new Vicar, involving development of a Parish Profile, visits and interviews, involving a huge amount of work by key members of the PCC, amongst others, as well as the Archdeacon and Bishop Michael. Rev Seamus Hargrave was appointed to take up his role in February 2025.
2. **Vacancy:** St John's was well supported throughout the vacancy by Peter Connew as Lay PCC Chair, the two Churchwardens and PCC members, our very active Reader, Janet Caudwell, and trainee Reader Rosemary McCormick, and several retired clergy including Rev Kevin Tingay, Rev Ian Pearson, Rt Rev Rob Martin, Rev Mike Vockins and others, whose dedication was much appreciated.
3. **Kathryn Yeaman:** Kathy, who died on 25 February 2024, was a very active member of the church and PCC and is much missed.
4. **Meetings:** The PCC held monthly meetings in 2024, including a meeting in December focusing on 'Seeking God's Way', rather than dealing with the usual business matters. Standing agenda items at the other meetings included Health & Safety, the Net Zero Carbon initiative, and Safeguarding.
5. **Safeguarding:** The PCC is committed to and is complying with the National Safeguarding Policies of the Church of England and the Diocese of Bath and Wells. Steve Smith is Parish Safeguarding Officer; he can be contacted via email at smith.steve.71@icloud.com
6. **Health and Safety:** Brian Essex continued as Health and Safety officer. The PCC considered a standing item each month to discuss relevant issues. These included safety of the north churchyard wall and gates to the south churchyard, lone working, and security in church. The church insurers, Ecclesiastical, provided a useful risk reminder each month to encourage focusing on other topics in a proactive way.
7. **Risk Register:** An initial Risk Register was approved by the Standing Committee in December and is being further developed.
8. **St John's School:** Janet Caudwell the Reader, remained an Associate Governor of St John's CE VA First School. She took Collective Worship with the whole school (now weekly), and the school has continued its support of church in Harvest Festival donations to the Food Bank and in participating in the Well Dressing and Frome Festival exhibitions. End of Term services are always held in church with parents attending. Looking to 2025, regular links with the school are increasing. Revd Seamus has established good relations with the school and has visited and taken Collective Worship. Rosemary McCormick, the Reader in training, is in the process of establishing regular singing times with the school.
9. We do need more members of the church to step forward as Foundation Governors; thank you to those who already expressed an interest.
10. **Events:** Several successful Frome Festival events were held in church in July, including Evensong, concerts and talks, as well as the flower festival. There was a well dressing service in May, a very successful concert by Breathe Music in September, an autumn fair and ten Mini-Markets on Independent Market Sundays, which were excellent fund-raisers and also brought a wide range of visitors into the church.

Angela Pater, Hon Secretary

Frome St John the Baptist PCC

Statement of Financial Activities

For the year ended 31 December 2024

		Unrestricted	Restricted	Endowment	Total Funds	
		Funds	Funds	Funds	2024	2023
	Note	£	£	£	£	£
Incoming Resources						
<i>Incoming resources from donors</i>	2(a)	37,619.39	1,857.45	-	39,476.84	36,439.26
<i>Other voluntary incoming resources</i>	2(b)	13,354.28	61,677.59	-	75,031.87	20,750.25
<i>Income from charitable and ancillary trading</i>	2(c)	3,049.87	-	-	3,049.87	5,347.88
<i>Income from investments</i>	2(d)	8,703.85	-	-	8,703.85	6,693.76
<i>Other ordinary incoming resources</i>	2(e)	-	-	-	-	-
<i>Bennett Centre</i>	2(f)	20,829.13	2,275.30	-	23,104.43	31,604.78
<i>St Johns Cottage</i>	2(g)	8,820.00	-	-	8,820.00	6,720.00
Total Incoming Resources		<u>92,376.52</u>	<u>65,810.34</u>	<u>-</u>	<u>158,186.86</u>	<u>107,555.93</u>
Resources Used						
<i>Grants</i>	3(a)	65.00	392.45	-	457.45	475.25
<i>Activities directly relating to the work of the church</i>	3(b)	55,959.35	1,465.00	-	57,424.35	63,263.15
<i>Fund-raising and publicity</i>	3(c)	894.95	8,891.06	-	9,786.01	1,016.92
<i>Church management and administration</i>	3(d)	5,418.70	-	-	5,418.70	4,574.27
<i>Bennett Centre</i>	3(e)	16,769.21	8,874.53	-	25,643.74	26,311.01
<i>St Johns Cottage</i>	3(f)	5,809.00	-	-	5,809.00	6,419.79
Total Resources Used		<u>84,916.21</u>	<u>19,623.04</u>	<u>-</u>	<u>104,539.25</u>	<u>102,060.39</u>
Net Incoming/(Outgoing) Resources		7,460.31	46,187.30	-	53,647.61	5,495.54
Balances brought forward at 1 January 2024 (2023)		<u>91,960.75</u>	<u>19,387.19</u>	<u>-</u>	<u>111,347.94</u>	<u>105,852.40</u>
Balances Carried Forward at 31 December 2024 (2023)		<u>99,421.06</u>	<u>65,574.49</u>	<u>-</u>	<u>164,995.55</u>	<u>111,347.94</u>

Frome St John the Baptist PCC

Balance Sheet at 31 December 2024

	Note	2024 £	2023 £
Fixed Assets			
Tangible Fixed Assets	5	-	-
Current Assets			
Debtors	7	73,708.29	17,102.28
Prepayments		946.04	1,077.26
Bank and cash accounts		<u>108,301.01</u>	<u>113,070.89</u>
		182,955.34	131,250.43
Liabilities			
Amounts falling due within one year	8	15,507.55	18,589.99
Accruals water2business		33.74	-
Deferred income - magazine advertisements		197.50	28.50
Deferred income rent/fees		2,211.00	1,274.00
Rental Deposit		10.00	10.00
		<u>17,959.79</u>	<u>19,902.49</u>
Net Current Assets		164,995.55	111,347.94
Net Assets		<u>164,995.55</u>	<u>111,347.94</u>
Funds	6		
Unrestricted		99,421.06	91,960.75
Restricted		65,574.49	19,387.19
Endowment		-	-
		<u>164,995.55</u>	<u>111,347.94</u>

Approved by the Parochial Church Council on 10 April 2025 and signed on its behalf by:

Rev. Seamus Hargrave

Revd Seamus Hargrave, Vicar and Chair of the Parochial Church Council

Frome St John the Baptist PCC
Notes to the Financial Statements
For the year ended 31 December 2024

1 Accounting Policies - See Appendix

2 Incoming Resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2024 £	2023 £
2(a) <i>Incoming resources from donors</i>					
Planned giving:					
Tax efficient planned giving	20,457.00	-	-	20,457.00	18,837.00
Other planned giving	590.00	-	-	590.00	549.00
Gift Aid - planned giving+small donations	7,488.34	50.00	-	7,538.34	6,928.31
Collections at all services	4,394.36	-	-	4,394.36	5,025.98
Sundry donations	4,689.69	1,807.45	-	6,497.14	5,098.97
	<u>37,619.39</u>	<u>1,857.45</u>	<u>-</u>	<u>39,476.84</u>	<u>36,439.26</u>
2(b) <i>Other voluntary incoming resources</i>					
Church Organ Appeal	-	5,372.07	-	5,372.07	6,429.84
Lady Chapel Roof Appeal	-	162.50	-	162.50	-
Legacies	1,300.00	55,579.92	-	56,879.92	250.00
Bath & Wells DBF fee reimbursement	1,866.30	-	-	1,866.30	-
St John's Charities	-	-	-	-	6,265.03
Fairs and other fundraising events	10,187.98	563.10	-	10,751.08	7,805.38
	<u>13,354.28</u>	<u>61,677.59</u>	<u>-</u>	<u>75,031.87</u>	<u>20,750.25</u>
2(c) <i>Income from charitable and ancillary trading</i>					
Printing account including magazine	1,048.84	-	-	1,048.84	947.88
Bookstall/Trading	256.40	-	-	256.40	251.00
Fees (Weddings/Funerals)	1,744.63	-	-	1,744.63	4,149.00
	<u>3,049.87</u>	<u>-</u>	<u>-</u>	<u>3,049.87</u>	<u>5,347.88</u>
2(d) <i>Income from investments</i>					
NS&I account	4.45	-	-	4.45	3.41
COIF Charity Funds	2,834.60	-	-	2,834.60	1,915.16
Bank Interest	1,382.80	-	-	1,382.80	1,110.19
Rent (Church and Forecourt)	4,482.00	-	-	4,482.00	3,665.00
	<u>8,703.85</u>	<u>-</u>	<u>-</u>	<u>8,703.85</u>	<u>6,693.76</u>
2(e) <i>Other ordinary incoming resources</i>					
	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
2(f) <i>Bennett Centre</i>					
Donations	44.54	1,335.00	-	1,379.54	1,286.00
Gift Aid	10.75	152.50	-	163.25	121.75
Fundraising	-	787.80	-	787.80	620.00
Rent	20,010.54	-	-	20,010.54	19,105.05
Bank Interest	359.30	-	-	359.30	170.00
Insurance claim	404.00	-	-	404.00	301.98
Lottery grant	-	-	-	-	10,000.00
	<u>20,829.13</u>	<u>2,275.30</u>	<u>-</u>	<u>23,104.43</u>	<u>31,604.78</u>
2(g) <i>St John's Cottage</i>					
Rent	8,820.00	-	-	8,820.00	6,720.00
	<u>8,820.00</u>	<u>-</u>	<u>-</u>	<u>8,820.00</u>	<u>6,720.00</u>
Total Incoming Resources	<u>92,376.52</u>	<u>65,810.34</u>	<u>-</u>	<u>158,186.86</u>	<u>107,555.93</u>

Frome St John the Baptist PCC
Notes to the Financial Statements (continued)
For the year ended 31 December 2024

3 Resources Used

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2024 £	2023 £
3(a) Grants					
Missionary and charitable giving:					
Secular charities and other charitable giving	65.00	392.45	-	457.45	475.25
	<u>65.00</u>	<u>392.45</u>	<u>-</u>	<u>457.45</u>	<u>475.25</u>
3(b) Activities directly relating to the work of the church					
Ministry					
Parish share	21,500.00	-	-	21,500.00	24,000.00
Ministry expenses	2,164.10	-	-	2,164.10	1,226.74
Church running costs	5,118.78	-	-	5,118.78	4,989.28
Church Insurance	7,888.53	-	-	7,888.53	7,426.17
Church maintenance	4,702.67	720.00	-	5,422.67	4,152.19
Upkeep of services	482.16	-	-	482.16	364.97
Upkeep of churchyard/forecourt	23.32	50.00	-	73.32	-
Salaries and Honorarium	8,429.00	-	-	8,429.00	7,594.81
Extra-ordinary expenditure	-	-	-	-	13,508.99
Architect's fees -glass doors	868.32	-	-	868.32	-
Boiler works	2,124.84	-	-	2,124.84	-
Electrical inspection of Church	1,847.76	-	-	1,847.76	-
Humidifier - Parvis Room	9.99	250.00	-	259.99	-
St John's School Leavers' bks	116.88	400.00	-	516.88	-
Vicar's retirement lunch	683.00	45.00	-	728.00	-
Depreciation on tangible fixed assets	-	-	-	-	-
	<u>55,959.35</u>	<u>1,465.00</u>	<u>-</u>	<u>57,424.35</u>	<u>63,263.15</u>
3(c) Fund-raising and publicity					
Digital giving - service/transaction fees	469.04	-	-	469.04	345.17
Costs of fairs and other fund-raising events					
Frome Festival	186.80	323.10	-	509.90	548.65
Other events	239.11	-	-	239.11	-
Organ Appeal works	-	8,567.96	-	8,567.96	123.10
	<u>894.95</u>	<u>8,891.06</u>	<u>-</u>	<u>9,786.01</u>	<u>1,016.92</u>
3(d) Church management and administration					
Administration:					
Printing, recruitment and IT support	2,822.69	-	-	2,822.69	898.25
Fees, subscriptions	1,543.92	-	-	1,543.92	2,791.83
Printing account	1,052.09	-	-	1,052.09	884.19
	<u>5,418.70</u>	<u>-</u>	<u>-</u>	<u>5,418.70</u>	<u>4,574.27</u>
3(e) Bennett Centre					
Admin	348.21	-	-	348.21	313.33
Cost of fundraising events		262.85	-	262.85	110.00
Running costs	10,229.79	-	-	10,229.79	11,453.10
Maintenance	3,507.68	-	-	3,507.68	3,515.26
Extra-ordinary expenditure					237.58
Soil Pipe leak repair	486.36	-	-	486.36	301.98
Tables	474.00	-	-	474.00	-
Project work income funded				-	-
Landscaping	1,010.12	1,202.45	-	2,212.57	-
Main yard works/door	713.05	312.50	-	1,025.55	5,689.36
Outer door kitchen steps	-	-	-	-	455.00
GW grant project works	-	-	-	-	1,332.13
Lottery grant project works	-	7,096.73	-	7,096.73	2,903.27
	<u>16,769.21</u>	<u>8,874.53</u>	<u>-</u>	<u>25,643.74</u>	<u>26,311.01</u>
3(f) St John's Cottage					
Running costs	3,926.88	-	-	3,926.88	4,099.72
Maintenance	894.06	-	-	894.06	852.16
Replacement of heaters	988.06	-	-	988.06	-
Cottage refurbishment project	-	-	-	-	1,467.91
	<u>5,809.00</u>	<u>-</u>	<u>-</u>	<u>5,809.00</u>	<u>6,419.79</u>
Total Resources Used	<u>84,916.21</u>	<u>19,623.04</u>	<u>-</u>	<u>104,539.25</u>	<u>102,060.39</u>

Frome St John the Baptist PCC

Notes to the Financial Statements (continued) For the year ended 31 December 2024

4 Staff Costs	2024	2023
	£	£
Salaries and Honorarium	8,429.00	7,594.81
During the year the PCC employed a choir leader and parish secretary. Remuneration for others, eg organist, is under contract for services.		

- 5 Fixed Assets for use by the PCC**
No items retaining any net book value are currently held.

6 Analysis of Net Assets by Fund	Unrestricted Funds	Restricted Funds	Endowment Fund	Total
	£	£	£	£
Fixed Assets	-	-	-	-
Current Assets	114,928.61	65,574.49	-	180,503.10
Current Liabilities	(15,507.55)	-	-	(15,507.55)
Fund Balance	<u>99,421.06</u>	<u>65,574.49</u>	<u>-</u>	<u>164,995.55</u>

7 Debtors	2024	2023
	£	£
Debtors	73,708.29	17,102.28
	<u>73,708.29</u>	<u>17,102.28</u>

8 Liabilities		
Amounts falling due within one year		
Creditors for goods and services	3,476.75	3,342.64
Other creditors	12,030.80	15,247.35
	<u>15,507.55</u>	<u>18,589.99</u>

- 9 Reserve**
On current policy and figures, unrestricted funding of £37,500, including a small contingency given uncertainty about utility costs going forward, is the baseline for a working reserve at 31/12/2025.

- 10 Cost Centres**
Surpluses for the Bennett Centre and St John's Cottage are committed to planned improvement works at the respective locations.

- 11 Legacy Funds**
The PCC has received a generous legacy of £55,579.92 from the late Mrs Vennell for the restoration of the Church Bells.
The item of jewellery received in 2023 was valued in 2024 and sold for £1300.
Legacy Funds, amounting to £2,716.08 have been used to fund the costs of:
(i) Architects fees for the survey and sketches regarding the Glass Doors
(ii) The inspection of Church electrical circuits and consequent remedial works.

- 12 Church Insurance**
Payment of insurance for the Church, Bennett Centre and St John's Cottage is by Direct Debit.

- 13 Parish Share**
Current cash flow allows only part of the Parish Share to be paid by Direct Debit.
The 2024 figure for Parish Share was £30,482 but only £21,500 of this was able to be paid to the Diocese.
The balance of Parish Share remaining is a moral not a legal liability.

- 14 Parish Giving**
Our policy has historically been that a proportion of stewardship giving has been donated to home missions and overseas aid.
More recently, separate Vicar and Church Wardens' Charities and Trust Fund accounts have continued to make grants as appropriate as do Social Committee and some generous individuals from time to time.

Appendix to the Statement of Financial Activities

Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 together with applicable accounting standards and the Charities SORP.

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

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

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

Incoming resources

Voluntary income and capital sources:

- (1) Collections are recognised when received by or on behalf of the PCC.
- (2) Planned giving is recognised only when received.
- (3) Income tax recoverable on gift aid donations is recognised when the income is recognised.
- (4) Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.
- (5) Funds raised by fetes, garden parties and similar events are accounted for gross.
- (6) Sales of books and magazines from the church bookstall are accounted for gross.

Other ordinary income: Rental income from the letting of the church premises is recognised when rent is due.

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

Gains and losses on investments: Realised gains and losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Resources used

Grants: Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the church: The diocesan quota or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability.

Prepayments: Prepayments below the threshold of £100 and non-recoverable payments less than £100 are generally treated as payment at the time rather than being apportioned over relevant years.

Fixed assets

Consecrated land and buildings and movable church furnishings:

(1) Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.

(2) No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the statement of financial activities (SOFA) and separately disclosed.

Other fixtures, fittings and office equipment: Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £2,500 or less are written off when the asset is acquired. Items that have had no net book value for a clear financial year are retained on the inventory but no longer listed on the accounts.

The Bennett Centre depreciation policy provides that a financial reserve be built up by depreciating its capital contents. The depreciation would be calculated on items or group of like items with a purchase price in excess of £300.

Investments: Investments are valued at market value at 31 December.

Current assets:

- (1) Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.
- (2) Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

Additional notes regarding accounting policies

Listed Places of Worship Grant Scheme

Monies recoverable under this scheme have been identified as debtors to the parish until the monies are received. Changed policy includes a risk that not all claimable VAT expenditure will be subject of a grant in compensation. Whilst VAT expended which may be or is the subject of a claim will continue to be shown as debtors there will be a future risk of non-receipt. Such non-receipt will be shown as a bad debt within the accounts.

Employment

Persons employed (e.g. church administrator) and self-employed persons who contract to provide regular services (e.g. organists) have been grouped together for accounting purposes within salaries and honoraria. Such grouping together is of no bearing with regard to their employment status.

Reserves policy

A formal reserves policy has been adopted suggesting that a working reserve of unrestricted funds of the order of half the annual parish share plus three to four months other ordinary turnover is vital to sustain sensible cash-flow management. This is reinforced by cash flow modelling of income and expenditure through the year.

A further factor in management of reserves is that at 1 Jan a substantial sum of additional reserve (of the order of 20% of projected project cost) is required in years where substantial capital expenditure is planned involving reclaim of VAT under the government Listed Places of Worship grant scheme as the VAT has to be paid first and reclaimed later with some uncertainty now as to whether funds will always be fully recoverable due to changes in government policy.

Successive years of running at a deficit exhausted unrestricted reserves, and the PCC is now aiming to develop a modest working reserve so that some of the many important or desirable capital works and mission initiatives previously unable to be funded by the general funds of the PCC can be taken forward.

The working reserve figure in line with our policy is £37,500 at 31 December 2024.

Policy documents

Policy documents – including a donations and fundraising policy document adopted in September 2014 – are available for inspection on request.

Risk Management

The PCC identified the following principal risk categories. The issues arising under these categories are reviewed annually.

Financial risk – *the most common category of risk and it is possible to measure many non-financial risks in terms of financial impact. Financial risks can be managed through budgets and internal financial procedures as well as strategic business and development plans, and management accounts.*

Reputational risk – *can have an impact on parishes if, for example, unwelcome publicity hinders the mission of the Church.*

Statutory and legal requirements – *such as health and safety, employment law, Equality Act, Charities Act, safeguarding (Child Protection and vulnerable adults) and associated matters which could lead to substantial liabilities arising from claims or other legal action.*

The PCC is committed to and is complying with the National Safeguarding Policies of the Church of England and the Diocese of Bath and Wells.

A Fire Safety risk assessment and plan is in place.

The test of 'reasonable'-ness in the Equalities Act, Disability Discrimination Act and similar duties with regard to Health and Safety clearly requires any organisation to exercise due diligence at all times. We have a responsibility to recognise, plan and implement response to these issues as a priority claim on resources.

First Aid provision, emergency procedures, exit routes and related matters need to be regularly reviewed and all sidesmen, stewards and other responsible persons kept up to date in training.

New General Data Protection Regulations (GDPR) legislation came into force in 2018 (replacing the Data Protection Act), and the PCC has worked to take on board the implications of this new legislation with the Diocese providing training and support so that relevant changes in policies and procedures can be implemented.

The PCCs of our parish and our associated parish at Woodlands recommended to their APCMs that a joint Benefice Church Council be established to lead in oversight of statutory and legal requirements that affect them both and that Scheme was approved by Bishops Council in September 2018.

Operational risk – *relates to threats to the Church's ability to deliver its objectives due, for example, to damage to the church building.*

Steps have been taken to reduce risk in this area in relation to alarm systems, stewarding at times of higher risk, etc.



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ST JOHN THE BAPTIST CHURCH FROME PAROCHIAL CHURCH COUNCIL

Report and financial statements for the year ended 31st December 2024

We BOA Accountancy Limited t/as Berkeley Hall of Unit 2, Southgate, Commerce Park, Frome, report that we have carried out an examination in accordance with the Church Accounting Regulations 1998, the regulations made under Part IV of the Charities Act 1993 and in accordance with any applicable directions given by the charity commissioners.

In connection with this examination, we can confirm that no matter has come to our attention which would give me reasonable cause to believe that in any material respect:

- A) The Council's accounting records have not been kept in accordance with Section 41 of the Charities Act 1993 and with above regulations.
- B) That the accounts do not accord with those records.
- C) The statement of accounts which have been prepared on an accruals basis does not comply with any of the requirements.

No matter has come to my attention which in our opinion should be disclosed in the report in order to enable a proper understanding to be reached.

S A Smith

.....
S A Smith ACA ATII

14/5/25

B-O-A Accountancy Limited T/A Berkeley Hall

Registered Office: Unit D2, Southgate, Commerce Park, Frome, Somerset, BA11 2RY
Registered in England and Wales Number 06662206 Directors Mr A Smith, Mrs S Smith

Property notes

Bennett Centre – St John's Church Hall

The Bennett Centre was built in 1854 as a school on land partly the site of the former Grammar School (of Edward VI foundation) and partly land acquired by Vicar Bennett that had been occupied by a number of small poor-quality dwellings. Below the Centre the spring and cistern that lay within the courtyard of those properties remain, evidencing the 18th century ground level. The site is held by the PCC, having been acquired for £5 under a conveyance of 19th May 1961, and is subject to a reversion clause should it cease to be used as a Church Hall or for church purposes. The book value to the PCC of the property is therefore limited to the sum of £5. The Centre has been significantly improved over recent years with two of three intended phases of works now effectively complete.

Churchyard and Curtilage

The ancient churchyard included the western half of the present nave and part of the present forecourt. The visible churchyard was officially closed for burials by Order in Privy Council in 1854 and the southern area substantially re-landscaped at that time. Somewhat irregularly, burials resumed and continued until the mid-20th century. The present-day care and maintenance of the (walled) churchyard, including trees, is the responsibility of the Somerset Council, although the PCC remains responsible for the structure of the Via Crucis. Interment of ashes within the churchyard is allowed within the area along the eastern edge of the main churchyard and the PCC has worked through the DAC (Diocesan Advisory Committee) to remove the restriction that has been in place for some 30 years or so that such interments could not be marked in situ with memorial slabs.

Via Crucis

The extension of the churchyard to include the Via Crucis in the 1860s is the subject of a memorandum of Agreement dated 25th of September 1856 between the then Marquess of Bath and the then Vicar and Churchwardens. The Via Crucis is Listed in its own right, and structural repair work has qualified for the LPWG Scheme. The steps in this area were in the past repaired by the then Mendip District Council working with Somerset County Council, and occasional services of 'Stations of the Cross' are now held at the Via Crucis.

Blindhouse

The 'Blindhouse' in the corner of the southern churchyard appears to have been relocated to its position where what was Twattle Alley met Church Lane (as Blindhouse Lane was formerly known) in 1798. The re-ordered churchyard was consecrated in 1801 by the then Bishop of Bristol.

Forecourt

The forecourt as now seen was formed in about 1818 when Bath Street was cut. It includes an area of the old churchyard and land formerly parochial glebe and other properties belonging to the Vicar and Churchwardens. It was cleared on the north side between 1815 and 1818 and on the south side between 1826 and 1837. Somerset Council maintains the highway through the forecourt under a licence agreement, and a further agreement from 1848 allows the owners of 8 Bath Street access to the rear of their property through the forecourt area.

Church Cottage

The Cottage site was conveyed to the Vicar and Churchwardens from the Longleat Estate, and since its use as the Verger's residence, it has been let in all or part to a variety of bodies. It has been managed by the PCC on behalf of the Vicar and Churchwardens and currently hosts Focus Counselling and provides office space including our own parish office, and some storage.

Church School

The school site is formed from a total of six parcels of land originally the site of the Rectorial Manor House and Tithe Barn of Frome and now vested in the Diocesan Board of Trustees as holding trustees on behalf of the owners, the Vicar and Churchwardens. One parcel is held under the School sites act for educational purposes having been given by the Lamb Brewery in 1932, but the remainder were purchased at various dates from 1910 to 1918 and in 1939 and are all held for general church purposes.

Chancel repair liability

By October 2013 all liability for Chancel Repair should be registered at the Land Registry as any land related liability remaining unregistered at that date will cease upon the next conveyance of that land.

Anciently the responsibility fell to Cirencester Abbey and was accepted by Longleat when they acquired the Rectory of Frome in the 16th century. Though Longleat is described as 'impropriate Rector' in the 1936 Tithe Act documentation, there is some lack of clarity concerning liability for Chancel Repair as it attached to the Rectorial Glebe of the parish and other properties listed in the relevant Schedule of Ascertainments. A lengthy and thorough period of investigations has revealed that the lands described as Rectorial Glebe in 1840 known as 'Hewish' near the present Frome station were acquired by the Wilts, Somerset and Weymouth Railway about 1846, and that area of land is now fragmented into a considerable number of separate ownerships. A copy of the Schedule of Ascertainments has also been obtained from the National Archives, and it lists several hundred parcels of land as having a proportionate liability. Many of these parcels have since that date been divided into further smaller parcels as development has taken place in the area.

In the light of guidance received through the Diocese and Church Commissioners, and following research as to the number of properties listed in the relevant Schedule of Ascertainments, the PCC decided in 2012 that no registration against properties in respect of Chancel Repair Liability will be made.

This decision has been made bearing in mind the administrative burden involved in identifying the many hundreds of properties that would be involved, the legal and other costs that would be incurred both in registration and in any future enforcement of the liability, and the reputational risk and pastoral consequences of registration against a substantial proportion of properties in the parish.

Christ Church Churchyard

The northern extension to the churchyard at Christ Church was originally conveyed to the parish of Frome St John the Baptist.

Mary Baily Playing Field

Although this field is vested in other parties and managed by the Town Council for recreational use by children, there is a clause in Mary Baily's will specifying that upon any breach of the trust upon which the land is held it will then be given over to the Vicar and Churchwardens of Frome St John the Baptist with power of sale and any such proceeds to be held for the general purposes of the parish.

Committee reports

Worship Committee

This committee met throughout the Vacancy, under the careful guidance of the Revs Kevin Tingay and Ian Pearson who were the priests who not only celebrated many of our Eucharistic services but also provided pastoral support. We have continued to meet with our new Vicar, in fact we had our first meeting via Zoom before he was inducted. We are people involved in the practical aspects of our worship – Clergy, Reader, representatives of Sacristy, Music and Flower teams, together with representatives of the congregation. But we also take time for an exchange of views about the purpose and nature of our worship. The notes from our meetings are presented to the PCC, sometimes for approval (the change of time for our principal Sunday service for example) and we occasionally report our deliberations in the parish magazine. Inevitably, there have been a number of changes since the arrival of Rev Seamus Hargrave, but we have enjoyed some lively meetings and are generally encouraged by the enthusiastic response of our congregation.

Janet Caudwell

Pastoral Team

This small group has, in the past, taken responsibility for keeping in touch with members of our church family: mostly people on the electoral roll, but with a some other additions. The idea was that no-one should slip away, unnoticed, and that everyone should feel cared for. This has worked well in the past, notably during the pandemic, and we have continued to keep each other in touch, mainly by email, when there are particular pastoral concerns. Probably the time has come to rethink the role and purpose of this team: we have a new Vicar and a new electoral roll

Janet Caudwell

Social Committee

This is another team, which has had a significant role in the past, but which has changed over the last few years. We used to have regular meetings to plan our fortnightly parish lunches and monthly Tea Time at St John's meetings. Both these events have vanished from our parish schedule, to be replaced by the monthly mini-markets which provides impressive refreshments and our weekly Sunday evening services. The Social Committee meetings have been replaced (with very much the same personnel attending) by occasional fund raising meetings at which Festival events and coffee mornings are organised. Other social events (for example bring and share Harvest Lunches and the thank you event at the end of the Vacancy) tend to be of the 'pop up' variety and happen without the need of meetings!

Janet Caudwell

Stewardship

As ever, we are extremely grateful to all of you who donate regularly to our income.

The planned stewardship review took place as part of Generosity Week in September 2024, and we are delighted to report that as a result the planned giving total for St John's has increased by 25% to £24,900 per annum.

Last year we reported that we had joined the Parish Giving scheme (PGS), which meant that for the first time we could offer Direct Debit as a method of giving – it also has the advantage that PGS do the administration of claiming the Gift Aid on our behalf. Disappointingly, only a few members of our congregation have joined the scheme this year, but those that have say they have found it convenient and efficient, and we very much hope more will join in the future.

Thank you all for your continued support.

Mandy Crook, Stewardship treasurer

Bennett Centre (St John's Church Hall)

The overall level of use and so income, has held up well during 2024 despite losing all of our regular under 5 play groups (partly due to the Government funding nursery places for 2 year olds which reduced the number of children coming to playgroups). We have one new regular taking one of those freed up slots but still with greater use of the Cloister can cater for more groups.

The letting income and some generous donations and a grant have allowed us to install the first of the new glass Cloister doors and given opportunity to trial and finalise the cloister yard paving arrangement and steps down through the cloister gate. We have also been able to fund blinds at the side windows of the Great hall, although they were only installed in early 2025.

We have also continued to make provision to fund a new central heating boiler which we think will be required before the end of 2025 and also allow preparations for improvements to the main toilets.

Mandy Crook continues to battle for new sources of grant funding as we look to finish the yard and introduce the disabled access lifts. Our thanks to her for her efforts there.

Finally, our particular thanks to Lloyd Carey who volunteers as our booking officer. His efforts enable the hire income but also draw the flak from hirers for anything which goes adrift.

Pete Connew

Management Committee, Bennett Centre

Charity/Trust funds

Income and expenditure accounts 2024

Notes:

1. For information only – these do not form part of the PCC's annual report.
2. Some of the Trusts and Charities result from the merging of a number of smaller old Trusts and Charities and the descriptive wording relating to purpose for which held is indicative rather than being a full statement of the purposes for which the relevant funds may be applied.

St John the Baptist Church, Frome

Charity/Trust Funds Year Ending 31/12/2024

Charity/Trust	B/F 01/01/2024	Income	Interest	Total Income	Expenditure	Surplus/ Deficit	C/F 31/12/2024	
Charity Funds								
1 Byard	71.14	32.01	3.18	35.19	0.00	35.19	106.33	Education
2 Taunton	625.40	580.42	21.36	601.78	0.00	601.78	1,227.18	Choir
4 T Smith	3,231.38	578.31	47.44	625.75	0.00	625.75	3,857.13	St Thomas' Alms
12 Singer	177.79	55.84	7.55	63.39	0.00	63.39	241.18	Bennett Memorial Service
14 Leversedge	26.84	303.71	6.09	309.80	0.00	309.80	336.64	Fabric
17 Baily	33.79	0.00	1.25	1.25	0.00	1.25	35.04	Clock, Carillon, Bells
19 Hutchings	1,075.43	311.25	16.93	328.18	0.00	328.18	1,403.61	Hutchings Grave
	<u>5,241.77</u>	<u>1861.54</u>	<u>103.80</u>	<u>1,965.34</u>	<u>0.00</u>	<u>1,965.34</u>	<u>7,207.11</u>	
Trust Funds								
21 W Baily	2,375.02	0.00	23.82	23.82	0.00	23.82	2,398.84	Bennett Memorial
22 Via Crucis	455.94	0.00	4.57	4.57	0.00	4.57	460.51	
23 Bennett Grave	133.37	0.00	1.34	1.34	0.00	1.34	134.71	
25 Foster	671.83	0.00	7.05	7.05	0.00	7.05	678.88	Easter Flowers
	<u>3,636.16</u>	<u>0.00</u>	<u>36.78</u>	<u>36.78</u>	<u>0.00</u>	<u>36.78</u>	<u>3,672.94</u>	
Total Funds	<u>8,877.93</u>	<u>1,861.54</u>	<u>140.58</u>	<u>2,002.12</u>	<u>0.00</u>	<u>2,002.12</u>	<u>10,880.05</u>	

Accounts



Frome Deanery
Wells Archdeaconry
Diocese of Bath and Wells



Annual Report
and
Financial Statements
of the
**Parochial Church Council of the Ecclesiastical
Parish of Frome Selwood**
(Registered Charity number 1133925)
otherwise
Frome St John the Baptist PCC
for the year ended
31st December 2023

Office: St John's Parish Office, St John's Cottage, 1 Church Steps, Frome, Somerset BA11 1PL
Website: www.sjfrome.co.uk Email: administrator@sjfrome.co.uk
Facebook: FromeStJohntheBaptist Twitter: @FromeStJohnBapt

Incumbent : The Revd Colin Alsbury, St John's Vicarage, Vicarage Close,
Christchurch Street East, Frome, Somerset BA11 1QL
Email: colin.alsbury@btinternet.com

Independent Examiner: B.O.A. Accountancy Ltd t/as Berkeley Hall Ltd, Unit 2, Southgate,
Commerce Park, Frome BA11 2RY

Architect: George Chedburn, Chedburn Dudley, Glove Factory Studios, Brook Lane,
Holt, Bradford on Avon BA14 6RL

Legal advisors: FDC Law, 21 Bath Street, Frome BA11 1DJ

Bank: NatWest Bank, 62 Fore Street, Trowbridge, Wiltshire BA14 8EX

The Church of St John the Baptist at Frome Selwood is of ancient foundation, being founded as a mission church by St Aldhelm in AD 685. A royal church in its early years, the patronage passed in the middle ages to Cirencester Abbey and then at the reformation into the hands of the Thynne family at Longleat, who delivered the patronage to the Diocese of Bath and Wells (Board of Patronage) in the late 1930s.

The benefice of Frome St John was held in plurality with that of St Katharine, East Woodlands until the end of September 2023.



Ministry

Vicar: Revd Colin Alsbury MA

Reader: Mrs Janet Caudwell MA

Parochial Church Council (PCC)

The role of the PCC

St John's PCC has the responsibility of co-operating with the incumbent in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Charitable status of the PCC

In 2009 the PCC, previously excepted from registration, registered with the Charity Commission, and the registration process was completed in early 2010.

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Mission statement

Our mission and ministry:

'Seven whole days, not one in seven'

Cherishing our inheritance of Christian faith and worship,
we welcome all
and share the joy of the Gospel message in Christ,
through concern for the wholeness of individuals
and active involvement in community life in all its diversity.

PCC Membership 2023

Clergy:

Revd Colin Alsbury (Vicar, Deanery Synod & Surrogate)

Churchwardens (elected annually):

Mr Neil McCormick

Mr Terry Bushell

Deanery Synod Members:

Mrs Lois Bushell (Lay Dean of Frome Deanery, Diocesan Synod, Deanery Synod 2023-26)

Mrs Elaine Gilbert (Diocesan Synod, Deanery Synod 2023-26)

PCC members elected until 2024:

Mr Peter Connew (PCC 2021-24, Lay Chair of PCC)

Mr Brian Essex (PCC 2021-24)

Ms Angela Pater (PCC 2021-February 2023, PCC Secretary to February 2023)

PCC members elected until 2025:

Mrs Amanda Crook (PCC 2022-25, PCC Secretary from February 2023)

Ms Ross Frooms (PCC 2022-January 2023)

Mr Ram Patten (May 2023-June 2023)

Mr Steve Smith (May 2023-2025)

PCC members elected until 2026:

Mrs Christine Holland (PCC 2023-26, PCC Treasurer)

Mr Neil McCormick (PCC 2023-26)

Mrs Kathryn Yeaman (PCC 2023-26)

Readers (appointed annually):

Mrs Janet Caudwell

Note: Within the Frome Town Group Ministry the other incumbents are also entitled to attend and take part in, but not have any vote in, the proceedings of any PCC meeting:

Revd Liz Dudley Christ Church & St Mary's

Revd Ian Snares Holy Trinity

Other PCC officers and appointees

Senior server	Mr Peter Connew
Choir leader	Mrs Rosemary McCormick
Sacristy	Mrs Marian Alsbury
Tower captains	Mr Andy Mead and Mr M Higby
Flower co-ordinator	Mrs Elaine Gilbert
Hon archive supervisor	Vacant (c/o Incumbent)
Safeguarding officer	Incumbent to September 2023, Mr S Smith from September 2023
Health & safety issues	Mr Brian Essex
Electoral roll officer	Mr Neil McCormick
Stewardship	Mrs Amanda Crook
Magazine editors	Mrs Amanda Crook, Mrs Karolyn Curle
Church administrator	Mrs Karolyn Curle

Committees

The PCC operates through a number of committees, which meet between full meetings of the PCC. The Vicar is a member of all committees ex-officio. Though most members of committees are also on the PCC, membership of committees is open to persons who are not members of the PCC.

Standing Committee

This is the only committee required by law. The Vicar and Churchwardens are ex-officio members, and the PCC appoints a further two members. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC.

Worship Committee (jointly with Woodlands St Katharine until end September 2023)

This committee co-ordinates the efforts and vision of all those involved in preparing and leading our worship, meeting every couple of months. It makes recommendations to the PCC on any change or development in our pattern of worship.

Social Committee

This committee oversees and organises events to build fellowship within the life of the parish.

Note: The *Restoration Joint Committee* is not a sub-committee of the PCC alone but forms a partnership with the separate associated registered charity 'Frome St John Restoration Fund'.

Collaborative ministry

Until September 2023, Frome St John the Baptist and Woodlands St Katharine, as benefices held in plurality and sharing the same incumbent, co-operated through sharing a parish magazine, a worship committee and a safeguarding officer, and through other joint events. Under a Bishop's direction those qualified to marry in any one of the parishes may marry in either.

In 2018 Bishop's Council approved a Scheme creating a Joint PCC for the two benefices to which the separate PCCs delegated a number of areas of responsibility including safeguarding, health & safety and publicity.

Following the financial challenges of the pandemic and after prolonged and detailed deliberations the Deanery Mission and Pastoral Group formulated proposals that were accepted by PCC's and the Archdeaconry Mission and Pastoral Group for changes in clergy deployment in the Deanery. This involved the severance of the existing plurality of Frome St John the Baptist and Woodlands, St Katharine from the end of September 2023.

The parishes of the Frome Town Group are able to collaborate through a Group Council. In order to balance the pastoral care responsibilities of the benefices within the town there is a working agreement in place whereby some parts of Christ Church parish are cared for by Holy Trinity and St John's.

The parish is committed to working with ecumenical partners and hosts a monthly prayer meeting for members of Frome area congregations. The Clergy of the Frome Deanery meet regularly as Clergy Chapter for worship, study and fellowship.

Inclusive Church

On 27th September 2018 the application by the PCC of Frome St John the Baptist parish church to be recognised as part of Inclusive Church was accepted.

Inclusive Church is a network of churches, groups and individuals uniting together around a shared vision:

‘We believe in inclusive Church - church which does not discriminate, on any level, on grounds of economic power, gender, mental health, physical ability, race or sexuality. We believe in Church which welcomes and serves all people in the name of Jesus Christ; which is scripturally faithful; which seeks to proclaim the Gospel afresh for each generation; and which, in the power of the Holy Spirit, allows all people to grasp how wide and long and high and deep is the love of Jesus Christ.’

Further information is available at <https://www.inclusive-church.org/>



Major Churches Network

For many years there was a somewhat self-defined Greater Churches Network where those involved with the more significant churches, in terms of size and heritage, have shared support and areas of common interest.

In 2016 a report funded by Historic England and supported by the Church Buildings Council and Heritage Lottery Fund was published which aimed to investigate the problems faced by Major Churches and suggest ways of supporting them. The new national definition of a Major Church includes such factors as its listing grade (I or II*) and its size (over 1000 sqm footprint). Some 300 churches fall into this category nationally, of which Frome St John the Baptist is one of just seven in the Diocese of Bath & Wells.

The Church Buildings Council recognise that such Major Churches face issues normally associated with cathedrals, but with parish church-sized resources. Part of the support given to Major Churches will come through assistance in developing a comprehensive Conservation Management Plan.

The Greater Churches Network re-formed in 2019 as the Major Churches Network (MCN), with regional meetings being held, in order to support Major Churches in management, mission and ministry.

PCC funds

Apart from the General Fund, which is unrestricted in use, the following funds are held by the PCC:

Unrestricted funds that have been designated:

- (a) holding of legacy monies received
- (b) administration of the Parish Office and printing accounts.

Because of legal changes, from 1st January 2013 payments in respect of Parochial Fees belong to the PCC and DBF (Diocesan Board of Finance), and are managed by the PCC rather than the incumbent. Fees are therefore processed through the PCC accounts.

Restricted funds that hold:

- (a) monies received or donated for specific support of other charitable bodies
- (b) grants and payments received for specified works in the life of the parish
- (c) income from and relating to the management of the Bennett Centre – St John's Church Hall. (From 1 Jan 2008 the terms of any letting income for the hall are that it shall be applied first for the maintenance, upkeep and running of the Centre.)

Associated or related non-PCC funds

The following funds are not under the control of the PCC but are held for purposes within or connected with the life of the parish of Frome St John:

Frome St John Restoration

Established by a Trust Deed in July 1986 as the Friends of St John's, this is a separate registered charity (No 295057) whose objects are 'the maintenance and repair of the fabric of St John's Church and its surrounds'.

The Trustees of this associated charity are accountable directly to the Charity Commissioners for its funds, and notes of their work do not form part of the PCC Annual Report. Their Annual Meeting was held on 8th May 2022.

The report of their Trustees is separately available.

Sacristy Fund

Under the terms of a bequest from Rose Hunt a capital sum is held by the Diocesan Trustees, and the income is paid to the parish for the upkeep of vestments etc.

'Vicarage Garden' Trust fund

This fund, which arose from the sale of land adjoining the former vicarage garden, is held by the Diocesan Trustees for the benefit of the Church School.

Trusts and bequests in the care of the Incumbent/Churchwardens

The following funds are in the care of the Incumbent or the Incumbent and Churchwardens:

Charities Funds

Byard (Education) , Taunton (Music), T Smith (Alms), Singer (Bennett Services), Liversedge (Fabric), Baily (Clock, Carillon, Bells), Hutchings (Grave & Fabric)

Trust Funds

W Baily (Bennett Memorial), Via Crucis, Bennett Grave, Foster (Flowers)

They are included here on page 27, but for information only. They do not form part of the PCC's Annual Report.

Strategy for Mission and Ministry: 'Seven Whole Days ...'

Congregation	to grow as a viable, sustainable community of worship, ministry & mission
<i>Worship</i>	to maintain and develop a rich variety of worship
<i>Nurture</i>	to establish an effective programme of all-age learning and growth
<i>Fellowship</i>	to provide and enjoy regular social events
<i>Membership</i>	to affirm a sense of belonging, encouraging new membership and maintaining accurate and up to date membership records
<i>'One Holy, Catholic & Apostolic Church</i>	to draw strength from and contribute to the wider life of the Church
<i>Plurality of St John & Woodlands</i>	to share resources effectively
<i>Group Ministry</i>	to share common policies and vision for the town
<i>Frome Area Christians Together</i>	to grow in mutual fellowship and ministry
<i>Deanery / Diocese</i>	to take an active role in the synodical process
<i>Wider Church</i>	to learn from and support the work of the wider church
<i>Mission partnerships</i>	to give a proportion of our income to support the wider mission and ministry of the Church and to welcome fresh understanding of our calling through learning from the life of the wider church
Community	to engage actively with the whole life of the community in which we are set
<i>Pastoral care</i>	to share people's joys and sorrows and provide appropriate care, support and guidance
<i>Prayer Network</i>	to hold in prayer all those whose needs are known to us
<i>Baptism</i>	to welcome all who would seek to begin their journey of faith
<i>Marriage</i>	to celebrate mutual love and commitment in marriage
<i>Bereavement</i>	to support people in the time of grief
Geographical parish	to engage with the ordinary life of the community that live, work or take their leisure within the parish
<i>Resident population</i>	to reach out in service and witness to the people of the parish
<i>Voluntary sector</i>	to know and be known by those working for the welfare of the local community
<i>Business community</i>	to value the people involved in the local economy, especially at Rogation and Harvest
Education	to affirm all involved in the work of education and support individuals of all ages in their learning and personal growth
<i>Church School</i>	to actively share in and contribute to the life of St John's School
<i>Church as a teaching resource</i>	to enable the use of the Church building for school visits and as a place where learning can be enriched
Heritage	to cherish the inheritance which is in our trust and provide as best we can for that inheritance to be maintained and developed
<i>The site & building</i>	to work creatively with heritage bodies to assure the future of a living site
<i>Parish archives</i>	to work with county archives and others to preserve our unique records
<i>Conservation & access</i>	to keep safe and ensure security of records, including provision of archive quality copies; to provide reasonable access to records, including provision of copies, finding aids and indices where possible
Visitors & tourism	to welcome casual visitors and organised visits and enrich the experience of their visit
<i>An open church – stewarding</i>	to maintain a team of volunteers who will be confident in explaining the history, life and mission of the parish
<i>Guides & literature</i>	to provide in accessible form a variety of literature which enrich people's visit
Music & the arts	to develop the offering of music and arts within worship and to host appropriate exhibitions and concerts throughout the year
<i>Frome Festival</i>	to work closely with the Festival organisers in promoting music and the arts

Statistics for Mission

A number of returns are made each year to the Diocese and Church Commissioners regarding membership, attendance and other aspects of church life.

At the end of 2023 the core worshipping community at St John's, defined as those who attend worship at least once a month, or would do so if not restricted by health or other reasons, comprised 52 individuals, an increase of 3 on the previous year:

<i>Children (0-10)</i>	<i>Youth (11-17)</i>	<i>Adult (18-69)</i>	<i>Older (70+)</i>	<i>Total</i>	
3	2	19	28	52	In 2023
5	0	18	26	49	In 2022

The number of baptisms, weddings and funerals were:

<i>Baptisms</i>	<i>2023</i>	<i>2022</i>
Under 1 year	4	5
Age 1-4	1	3
Age 5-10	0	0
Age 11-17	0	0
Adult	0	1
<i>Total</i>	5	9

<i>Weddings</i>	<i>2023</i>	<i>2022</i>
Full service	9	5
Dedication after civil marriage	0	2

<i>Funerals</i>	<i>2023</i>	<i>2022</i>
in church	9	8
at crematorium	3	2

The numbers attending Easter, Advent and Christmas services were:

<i>Easter Day</i>	<i>Communicants</i>	<i>Attending</i>
2023	48	73
2022	45	68

<i>Advent</i>	<i>For congregation & local community</i>	<i>For civic and school</i>
2023	350	350
2022	450	750

<i>Christmas</i>	<i>Communicants</i>	<i>Attending</i>
2023	104	320
2022	60	130

Electoral roll

The number on the church electoral roll for 2023 was 77

**Wardens' report on the
fabric, ornaments and goods for 2023**

Work undertaken during 2023:

Power sockets: Some minor adjustment to the position of electric sockets was undertaken, mainly to re-route trailing cables, to wire the router and the donation machine so that they cannot so easily be turned off inadvertently (which had been happening) and to provide additional power for the radio microphone.

Organ: A report was obtained on the condition of the organ, as a result of which money was raised to repair it, which should be possible early in 2024.

Tower: The Tower and Bells were thoroughly cleaned of pigeon mess by a specialist contractor; next is needed a cleaning session for dust and cobwebs by a volunteer cleaning team. Mesh was placed inside the belfry vents to prevent pigeons getting in again, but some further work here was advised.

WC: Work was carried out to make the skylight in the WC watertight.

Boiler: The boiler was out of action for some time and the cause of the fault proved difficult to pin-point, but was possibly related to the water that came through the loo skylight in some quantities. The skylight itself has now been repaired and the area is slowly drying out.

Quinquennial Report: The long-awaited Quinquennial report was received and the re-roofing of the Baptistry and Lady Chapel has now become a little more urgent.

Neil McCormick and Terry Bushell

Churchwardens

Report of the proceedings of the Parochial Church Council in 2023

1. The PCC held ten meetings in 2023. Standing agenda items at each meeting included Health & Safety, the Net Zero Carbon initiative, and Safeguarding.
2. Building work and repairs continued to be supervised by Peter Connew and the Churchwardens throughout the year. See separate Fabric report.
3. The PCC is committed to and is complying with the National Safeguarding Policies of the Church of England and the Diocese of Bath and Wells. The PCC appointed Steve Smith as Parish Safeguarding Officer from September 2023; he can be contacted via email at smith.steve.71@icloud.com or by post c/o The Parish Office.
4. There were nine weddings, five baptisms and 14 funerals/thanksgiving services during the year.
5. Several successful Frome Festival events were held in Church in July, including Evensong, concerts and talks, as well as the flower festival. There was a well dressing service in May, an autumn fair and ten Mini-Markets on Independent Market Sundays, which were excellent fund-raisers and also brought a wide range of visitors into the church.
6. There are regular links with our school, St John's CE VA First School. Janet Caudwell our Reader continued as an associate School governor. At least once a term she took one of their daily acts of worship, and visits to the church took place throughout the year. Reception children visit the church as part of their school induction during the first term so they become familiar with the building and its purpose. Collective worship was occasionally held in church, in particular at Harvest, Christmas and Easter. As always the school was particularly generous in providing the floral display for the Well Dressing; also, their donations to the Food Bank provided an inspiring display in church for Harvest Festival. The school supplied seasonal artwork for display in church during the year and made their annual contribution to the schools' exhibition in church for the Frome Festival.
7. From the end of September 2023, the new parish structure was implemented and St Katharine's Woodlands became a separate benefice, no longer sharing a vicar with St John's.

Mandy Crook, Angela Pater

Honorary Secretary

Frome St John the Baptist PCC

Statement of Financial Activities
For the year ended 31 December 2023

		Unrestricted	Restricted	Endowment	Total Funds	
		Funds	Funds	Funds	2023	2022
	Note	£	£	£	£	£
Incoming Resources						
<i>Incoming resources from donors</i>	2(a)	35,114.45	1,324.81	-	36,439.26	39,708.07
<i>Other voluntary incoming resources</i>	2(b)	7,735.38	13,014.87	-	20,750.25	65,744.31
<i>Income from charitable and ancillary trading</i>	2(c)	5,347.88	-	-	5,347.88	4,048.62
<i>Income from investments</i>	2(d)	6,693.76	-	-	6,693.76	4,264.75
<i>Other ordinary incoming resources</i>	2(e)	-	-	-	-	-
<i>Bennett Centre</i>	2(f)	20,433.53	11,171.25	-	31,604.78	21,858.28
<i>St Johns Cottage</i>	2(g)	6,720.00	-	-	6,720.00	6,804.48
Total Incoming Resources		<u>82,045.00</u>	<u>25,510.93</u>	<u>-</u>	<u>107,555.93</u>	<u>142,428.51</u>
Resources Used						
<i>Grants</i>	3(a)	65.00	410.25	-	475.25	551.83
<i>Activities directly relating to the work of the church</i>	3(b)	58,048.59	5,214.56	-	63,263.15	52,172.36
<i>Fund-raising and publicity</i>	3(c)	573.82	443.10	-	1,016.92	954.52
<i>Church management and administration</i>	3(d)	2,609.24	1,965.03	-	4,574.27	3,387.87
<i>Bennett Centre</i>	3(e)	19,474.37	6,836.64	-	26,311.01	19,314.03
<i>St Johns Cottage</i>	3(f)	6,419.79	-	-	6,419.79	4,529.71
Total Resources Used		<u>87,190.81</u>	<u>14,869.58</u>	<u>-</u>	<u>102,060.39</u>	<u>80,910.32</u>
Net Incoming/(Outgoing) Resources		(5,145.81)	10,641.35	-	5,495.54	61,518.19
Balances brought forward at 1 January 2023 (2022)		<u>97,308.86</u>	<u>8,745.84</u>	<u>-</u>	<u>106,054.70</u>	<u>44,536.51</u>
Legacy Funds Adjustment		(202.30)	-	-	(202.30)	-
Actual Balances 1 January 2023 (2022)		<u>97,106.56</u>	<u>8,745.84</u>	<u>-</u>	<u>105,852.40</u>	<u>44,536.51</u>
Balances Carried Forward at 31 December 2023 (2022)		<u>91,960.75</u>	<u>19,387.19</u>	<u>-</u>	<u>111,347.94</u>	<u>106,054.70</u>

Note: the adjustment to Legacy Funds results from the final payment of a 2022 Legacy being less than expected. This payment was not received until June 2023.

Frome St John the Baptist PCC

Balance Sheet at 31 December 2023

	Note	2023 £	2022 £
Fixed Assets			
Tangible Fixed Assets	5	-	-
Current Assets			
Debtors	7	17,102.28	75,657.74
Prepayments		1,077.26	783.69
Bank and cash accounts		113,070.89	65,381.44
		<u>131,250.43</u>	<u>141,822.87</u>
Liabilities			
Amounts falling due within one year	8	18,589.99	34,432.24
Accruals water2business and SSE		-	26.53
Deferred income - magazine advertisements		28.50	90.00
Deferred income rent		1,274.00	1,209.40
Rental Deposit		10.00	10.00
		<u>19,902.49</u>	<u>35,768.17</u>
Net Current Assets		<u>111,347.94</u>	<u>106,054.70</u>
Net Assets		<u><u>111,347.94</u></u>	<u><u>106,054.70</u></u>
Funds	6		
Unrestricted		91,960.75	97,308.86
Restricted		19,387.19	8,745.84
Endowment		-	-
		<u>111,347.94</u>	<u>106,054.70</u>

Approved by the Parochial Church Council on 20 March 2024 and signed on its behalf by:

Peter J Connew, Lay Chair of the Parochial Church Council

Frome St John the Baptist PCC
Notes to the Financial Statements
For the year ended 31 December 2023

1 Accounting Policies - See Appendix

2 Incoming Resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2023 £	2022 £
2(a) <i>Incoming resources from donors</i>					
Planned giving:					
Tax efficient planned giving	18,837.00	-	-	18,837.00	18,439.00
Other planned giving	549.00	-	-	549.00	569.00
Gift Aid - planned giving+small donations	6,928.31	-	-	6,928.31	11,164.28
Collections at all services	4,615.73	410.25	-	5,025.98	4,282.06
Sundry donations	4,184.41	914.56	-	5,098.97	5,253.73
	<u>35,114.45</u>	<u>1,324.81</u>	<u>-</u>	<u>36,439.26</u>	<u>39,708.07</u>
2(b) <i>Other voluntary incoming resources</i>					
Church Organ Appeal	-	6,429.84	-	6,429.84	-
Legacies	250.00	-	-	250.00	59,657.95
Bath & Wells DBF grant	-	-	-	-	750.00
St John's Charities	-	6,265.03	-	6,265.03	-
Fairs and other fundraising events	7,485.38	320.00	-	7,805.38	5,336.36
	<u>7,735.38</u>	<u>13,014.87</u>	<u>-</u>	<u>20,750.25</u>	<u>65,744.31</u>
2(c) <i>Income from charitable and ancillary trading</i>					
Printing account including magazine	947.88	-	-	947.88	1,015.12
Bookstall/Trading	251.00	-	-	251.00	425.50
Fees	4,149.00	-	-	4,149.00	2,608.00
	<u>5,347.88</u>	<u>-</u>	<u>-</u>	<u>5,347.88</u>	<u>4,048.62</u>
2(d) <i>Income from investments</i>					
NS&I account	3.41	-	-	3.41	0.41
COIF Charity Funds	1,915.16	-	-	1,915.16	193.98
Bank Interest	1,110.19	-	-	1,110.19	565.36
Rent (Church and Forecourt)	3,665.00	-	-	3,665.00	3,505.00
	<u>6,693.76</u>	<u>-</u>	<u>-</u>	<u>6,693.76</u>	<u>4,264.75</u>
2(e) <i>Other ordinary incoming resources</i>					
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
2(f) <i>Bennett Centre</i>					
Donations	539.00	747.00	-	1,286.00	1,801.00
Gift Aid	12.50	109.25	-	121.75	330.25
Fundraising	305.00	315.00	-	620.00	166.50
Rent	19,105.05	-	-	19,105.05	19,503.45
Bank Interest	170.00	-	-	170.00	57.08
Insurance claim	301.98	-	-	301.98	-
Lottery grant	-	10,000.00	-	10,000.00	-
	<u>20,433.53</u>	<u>11,171.25</u>	<u>-</u>	<u>31,604.78</u>	<u>21,858.28</u>
2(g) <i>St John's Cottage</i>					
Covid related grant	-	-	-	-	84.48
Rent	6,720.00	-	-	6,720.00	6,720.00
	<u>6,720.00</u>	<u>-</u>	<u>-</u>	<u>6,720.00</u>	<u>6,804.48</u>
Total Incoming Resources	<u>82,045.00</u>	<u>25,510.93</u>	<u>-</u>	<u>107,555.93</u>	<u>142,428.51</u>

Frome St John the Baptist PCC
Notes to the Financial Statements (continued)
For the year ended 31 December 2023

3 Resources Used

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2023 £	2022 £
3(a) Grants					
Missionary and charitable giving:					
Secular charities and other charitable giving	65.00	410.25	-	475.25	551.83
	<u>65.00</u>	<u>410.25</u>	<u>-</u>	<u>475.25</u>	<u>551.83</u>
3(b) Activities directly relating to the work of the church					
Ministry					
Parish share	24,000.00	-	-	24,000.00	30,303.00
Ministry expenses	1,226.74	-	-	1,226.74	909.29
Church running costs	11,915.45	500.00	-	12,415.45	10,498.80
Church maintenance	3,182.19	970.00	-	4,152.19	3,140.93
Upkeep of services	364.97	-	-	364.97	208.95
Upkeep of churchyard/forecourt	-	-	-	-	-
Salaries and Honorarium	6,994.81	600.00	-	7,594.81	6,711.39
Extra-ordinary expenditure					
West End floor covering	-	-	-	-	400.00
Cassock	157.08	-	-	157.08	-
Ladder	-	290.00	-	290.00	-
Belfry cleaning	3,719.04	2,854.56	-	6,573.60	-
Toilet repair	2,934.00	-	-	2,934.00	-
Sound system	2,439.85	-	-	2,439.85	-
Socket installation	1,114.46	-	-	1,114.46	-
Depreciation on tangible fixed assets	-	-	-	-	-
	<u>58,048.59</u>	<u>5,214.56</u>	<u>-</u>	<u>63,263.15</u>	<u>52,172.36</u>
3(c) Fund-raising and publicity					
Digital giving - service/transaction fees	345.17	-	-	345.17	314.46
Card readers x 2	-	-	-	-	199.98
Costs of fairs and other fund-raising events					
Frome Festival					
Flowers	40.00	320.00	-	360.00	340.08
Other	188.65	-	-	188.65	100.00
Organ Appeal - fund-raising costs	-	123.10	-	123.10	-
	<u>573.82</u>	<u>443.10</u>	<u>-</u>	<u>1,016.92</u>	<u>954.52</u>
3(d) Church management and administration					
Administration:					
Printing, stationery (incl Stew'ship envelopes)	898.25	-	-	898.25	868.99
Fees, subscriptions	826.80	1,965.03	-	2,791.83	1,471.77
Printing account	884.19	-	-	884.19	1,047.11
	<u>2,609.24</u>	<u>1,965.03</u>	<u>-</u>	<u>4,574.27</u>	<u>3,387.87</u>
3(e) Bennett Centre					
Admin	313.33	-	-	313.33	277.49
Cost of fundraising events	110.00	-	-	110.00	-
Running costs	11,453.10	-	-	11,453.10	7,614.29
Maintenance	3,515.26	-	-	3,515.26	3,689.21
Extra-ordinary expenditure					1,408.78
Chair trolley	237.58	-	-	237.58	-
Soil Pipe leak repair	301.98	-	-	301.98	-
Project work income funded					
Cleaners cupboard works	-	-	-	-	393.54
Fire alarm system commission	-	-	-	-	604.80
Main yard steps	3,088.12	2,601.24	-	5,689.36	2,857.05
Outer door kitchen steps	455.00	-	-	455.00	-
Replastering Cloister	-	-	-	-	360.87
Cloister project	-	-	-	-	-
GW grant project works	-	1,332.13	-	1,332.13	2,108.00
Lottery grant project works	-	2,903.27	-	2,903.27	-
	<u>19,474.37</u>	<u>6,836.64</u>	<u>-</u>	<u>26,311.01</u>	<u>19,314.03</u>
3(f) St John's Cottage					
Running costs	4,099.72	-	-	4,099.72	3,344.03
Maintenance	852.16	-	-	852.16	88.59
Cottage refurbishment project	1,457.91	-	-	1,467.91	1,097.09
	<u>6,419.79</u>	<u>-</u>	<u>-</u>	<u>6,419.79</u>	<u>4,529.71</u>
Total Resources Used	<u>87,190.81</u>	<u>14,869.58</u>	<u>-</u>	<u>102,060.39</u>	<u>80,910.32</u>

Frome St John the Baptist PCC

Notes to the Financial Statements (continued) For the year ended 31 December 2023

4 Staff Costs	2023	2022
	£	£
Salaries and Honorarium	7,594.81	6,711.39
During the year the PCC employed a choir leader and parish secretary. Remuneration for others, eg organist, is under contract for services.		

- 5 Fixed Assets for use by the PCC**
No items retaining any net book value are currently held.

6 Analysis of Net Assets by Fund

	Unrestricted Funds	Restricted Funds	Endowment Fund	Total
	£	£	£	£
Fixed Assets	-	-	-	-
Current Assets	110,550.74	19,387.19	-	129,937.93
Current Liabilities	(18,589.99)	-	-	(18,589.99)
Fund Balance	<u>91,960.75</u>	<u>19,387.19</u>	<u>-</u>	<u>111,347.94</u>

7 Debtors	2023	2022
	£	£
Debtors	17,102.28	75,657.74
	<u>17,102.28</u>	<u>75,657.74</u>

8 Liabilities		
Amounts falling due within one year		
Creditors for goods and services	3,342.64	4,622.04
Other creditors	15,247.35	29,810.20
	<u>18,589.99</u>	<u>34,432.24</u>

- 9 Reserve**
On current policy and figures, unrestricted funding of £37,500, including a small contingency given uncertainty about utility costs going forward, is the baseline for a working reserve at 31/12/2023.

- 10 Cost Centres**
Surpluses for the Bennett Centre and St John's Cottage are committed to planned improvement works at the respective locations. Grant funded work for the Bennett Centre continues with £7,096.73 grant money in hand. Further grants are being sought.

- 11 Legacy Funds and Quinquennial Inspection**
Legacy Funds, amounting to £10,207.35, have been used to fund the costs of the Toilet repair, the Sound System update, the installation of new sockets in the church and part of the Belfry cleaning cost.
The PCC has benefitted from a specific legacy of an item of jewellery which will be valued and sold in 2024.

- 12 Church Insurance**
Payment of insurance for the Church, Bennett Centre and St John's Cottage is by Direct Debit.

- 13 Parish Share**
Current cash flow allows only part of the Parish Share to be paid by Direct Debit.
The 2023 figure for Parish Share was £30,909 but only £24,000 of this was able to be paid to the Diocese.
The balance of Parish Share remaining is a moral not a legal liability.

- 14 Parish Giving**
Our policy has historically been that a proportion of stewardship giving has been donated to home missions and overseas aid. More recently, separate Vicar and Church Wardens' Charities and Trust Fund accounts have continued to make grants as appropriate as do Social Committee and some generous individuals from time to time.

Appendix to the Statement of Financial Activities

Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 together with applicable accounting standards and the Charities SORP.

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

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

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

Incoming resources

Voluntary income and capital sources:

- (1) Collections are recognised when received by or on behalf of the PCC.
- (2) Planned giving is recognised only when received.
- (3) Income tax recoverable on gift aid donations is recognised when the income is recognised.
- (4) Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.
- (5) Funds raised by fetes, garden parties and similar events are accounted for gross.
- (6) Sales of books and magazines from the church bookstall are accounted for gross.

Other ordinary income: Rental income from the letting of the church premises is recognised when rent is due.

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

Gains and losses on investments: Realised gains and losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Resources used

Grants: Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the church: The diocesan quota or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability.

Prepayments: Prepayments below the threshold of £100 and non-recoverable payments less than £100 are generally treated as payment at the time rather than being apportioned over relevant years.

Fixed assets

Consecrated land and buildings and movable church furnishings:

(1) Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.

(2) No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the statement of financial activities (SOFA) and separately disclosed.

Other fixtures, fittings and office equipment: Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £2,500 or less are written off when the asset is acquired. Items that have had no net book value for a clear financial year are retained on the inventory but no longer listed on the accounts.

The Bennett Centre depreciation policy provides that a financial reserve be built up by depreciating its capital contents. The depreciation would be calculated on items or group of like items with a purchase price in excess of £300.

Investments: Investments are valued at market value at 31 December.

Current assets:

- (1) Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.
- (2) Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

Additional notes regarding accounting policies

Listed Places of Worship Grant Scheme

Monies recoverable under this scheme have been identified as debtors to the parish until the monies are received. Changed policy includes a risk that not all claimable VAT expenditure will be subject of a grant in compensation. Whilst VAT expended which may be or is the subject of a claim will continue to be shown as debtors there will be a future risk of non-receipt. Such non-receipt will be shown as a bad debt within the accounts.

Employment

Persons employed (e.g. church administrator) and self-employed persons who contract to provide regular services (e.g. organists) have been grouped together for accounting purposes within salaries and honoraria. Such grouping together is of no bearing with regard to their employment status.

Reserves policy

A formal reserves policy has been adopted suggesting that a working reserve of unrestricted funds of the order of half the annual parish share plus three to four months other ordinary turnover is vital to sustain sensible cash-flow management. This is reinforced by cash flow modelling of income and expenditure through the year. A further factor in management of reserves is that at 1 Jan a substantial sum of additional reserve (of the order of 20% of projected project cost) is required in years where substantial capital expenditure is planned involving reclaim of VAT under the government Listed Places of Worship grant scheme as the VAT has to be paid first and reclaimed later with some uncertainty now as to whether funds will always be fully recoverable due to changes in government policy.

Successive years of running at a deficit exhausted unrestricted reserves, and the PCC is now aiming to develop a modest working reserve so that some of the many important or desirable capital works and mission initiatives previously unable to be funded by the general funds of the PCC can be taken forward.

The working reserve figure in line with our policy is £37,500 at 31 December 2023.

Policy documents

Policy documents – including a donations and fundraising policy document adopted in September 2014 – are available for inspection at the Open Door sessions in church (on the second Saturday of every month) or in the parish office.

Risk Management

The PCC identified the following principal risk categories. The issues arising under these categories are reviewed annually.

Financial risk – *the most common category of risk and it is possible to measure many non-financial risks in terms of financial impact. Financial risks can be managed through budgets and internal financial procedures as well as strategic business and development plans, and management accounts.*

Reputational risk – *can have an impact on parishes if, for example, unwelcome publicity hinders the mission of the Church.*

Statutory and legal requirements – *such as health and safety, employment law, Equality Act, Charities Act, safeguarding (Child Protection and vulnerable adults) and associated matters which could lead to substantial liabilities arising from claims or other legal action.*

The PCC is committed to and is complying with the National Safeguarding Policies of the Church of England and the Diocese of Bath and Wells.

A Fire Safety risk assessment and plan is in place.

The test of 'reasonable'-ness in the Equalities Act, Disability Discrimination Act and similar duties with regard to Health and Safety clearly requires any organisation to exercise due diligence at all times. We have a responsibility to recognise, plan and implement response to these issues as a priority claim on resources.

First Aid provision, emergency procedures, exit routes and related matters need to be regularly reviewed and all sidesmen, stewards and other responsible persons kept up to date in training.

New General Data Protection Regulations (GDPR) legislation came into force in 2018 (replacing the Data Protection Act), and the PCC has worked to take on board the implications of this new legislation with the Diocese providing training and support so that relevant changes in policies and procedures can be implemented.

The PCCs of our parish and our associated parish at Woodlands recommended to their APCMs that a joint Benefice Church Council be established to lead in oversight of statutory and legal requirements that affect them both and that Scheme was approved by Bishops Council in September 2018.

From the end of September 2023, in accordance with the plan for future clergy deployment prepared by the Deanery Mission and Pastoral Group and approved by the Archdeaconry Mission and Pastoral Group, the severance of the plurality with Woodlands was enacted.

Operational risk – *relates to threats to the Church's ability to deliver its objectives due, for example, to damage to the church building.*

Steps have been taken to reduce risk in this area in relation to alarm systems, stewarding at times of higher risk, etc.

ST JOHN THE BAPTIST CHURCH FROME
PAROCHIAL CHURCH COUNCIL

Report and financial statements for the year ended 31st December 2023

We B O A Accountancy t/as Berkeley Hall Limited of Unit 2, Southgate, Commerce Park, Frome, report that we have carried out an examination in accordance with the Church Accounting Regulations 1998, the regulations made under Part IV of the Charities Act 1993 and in accordance with any applicable directions given by the charity commissioners.

In connection with this examination we can confirm that no matter has come to our attention which would give me reasonable cause to believe that in any material respect:

- A) The Council's accounting records have not been kept in accordance with Section 41 of the Charities Act 1993 and with above regulations.
- B) That the accounts do not accord with those records.
- C) The statement of accounts which have been prepared on an accruals basis does not comply with any of the requirements.

No matter has come to my attention which in our opinion should be disclosed in the report in order to enable a proper understanding to be reached.

S A Smith

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S A Smith ACA ATII

Property notes

Bennett Centre – St John's Church Hall

The Bennett Centre was built in 1854 as a school on land partly the site of the former Grammar School (of Edward VI foundation) and partly land acquired by Vicar Bennett that had been occupied by a number of small poor-quality dwellings. Below the Centre the spring and cistern that lay within the courtyard of those properties remain, evidencing the 18th century ground level. The site is held by the PCC, having been acquired for £5 under a conveyance of 19th May 1961, and is subject to a reversion clause should it cease to be used as a Church Hall or for church purposes. The book value to the PCC of the property is therefore limited to the sum of £5. The Centre has been significantly improved over recent years with two of three intended phases of works now effectively complete.

Churchyard and Curtilage

The ancient churchyard included the western half of the present nave and part of the present forecourt. The visible churchyard was officially closed for burials by Order in Privy Council in 1854 and the southern area substantially re-landscaped at that time. Somewhat irregularly, burials resumed and continued until the mid-20th century. The present-day care and maintenance of the (walled) churchyard, including trees, is the responsibility of the Somerset Council, although the PCC remains responsible for the structure of the Via Crucis. Interment of ashes within the churchyard is allowed within the area along the eastern edge of the main churchyard and the PCC has worked through the DAC (Diocesan Advisory Committee) to remove the restriction that has been in place for some 30 years or so that such interments could not be marked in situ with memorial slabs.

Via Crucis

The extension of the churchyard to include the Via Crucis in the 1860s is the subject of a memorandum of Agreement dated 25th of September 1856 between the then Marquess of Bath and the then Vicar and Churchwardens. The Via Crucis is Listed in its own right, and structural repair work has qualified for the LPWG Scheme. The steps in this area were in the past repaired by the then Mendip District Council working with Somerset County Council, and occasional services of 'Stations of the Cross' are now held at the Via Crucis.

Blindhouse

The 'Blindhouse' in the corner of the southern churchyard appears to have been relocated to its position where what was Twattle Alley met Church Lane (as Blindhouse Lane was formerly known) in 1798. The re-ordered churchyard was consecrated in 1801 by the then Bishop of Bristol.

Forecourt

The forecourt as now seen was formed in about 1818 when Bath Street was cut. It includes an area of the old churchyard and land formerly parochial glebe and other properties belonging to the Vicar and Churchwardens. It was cleared on the north side between 1815 and 1818 and on the south side between 1826 and 1837. Somerset Council maintains the highway through the forecourt under a licence agreement, and a further agreement from 1848 allows the owners of 8 Bath Street access to the rear of their property through the forecourt area.

Church Cottage

The Cottage site was conveyed to the Vicar and Churchwardens from the Longleat Estate, and since its use as the Verger's residence, it has been let in all or part to a variety of bodies. It has been managed by the PCC on behalf of the Vicar and Churchwardens and currently hosts Focus Counselling and provides office space including our own parish office, and some storage.

Church School

The school site is formed from a total of six parcels of land originally the site of the Rectorial Manor House and Tithe Barn of Frome and now vested in the Diocesan Board of Trustees as holding trustees on behalf of the owners, the Vicar and Churchwardens. One parcel is held under the School sites act for educational purposes having been given by the Lamb Brewery in 1932, but the remainder were purchased at various dates from 1910 to 1918 and in 1939 and are all held for general church purposes.

Chancel repair liability

By October 2013 all liability for Chancel Repair should be registered at the Land Registry as any land related liability remaining unregistered at that date will cease upon the next conveyance of that land.

Anciently the responsibility fell to Cirencester Abbey and was accepted by Longleat when they acquired the Rectory of Frome in the 16th century. Though Longleat is described as 'impropriate Rector' in the 1936 Tithe Act documentation, there is some lack of clarity concerning liability for Chancel Repair as it attached to the Rectorial Glebe of the parish and other properties listed in the relevant Schedule of Ascertainments. A lengthy and thorough period of investigations has revealed that the lands described as Rectorial Glebe in 1840 known as 'Hewish' near the present Frome station were acquired by the Wilts, Somerset and Weymouth Railway about 1846, and that area of land is now fragmented into a considerable number of separate ownerships. A copy of the Schedule of Ascertainments has also been obtained from the National Archives, and it lists several hundred parcels of land as having a proportionate liability. Many of these parcels have since that date been divided into further smaller parcels as development has taken place in the area.

In the light of guidance received through the Diocese and Church Commissioners, and following research as to the number of properties listed in the relevant Schedule of Ascertainments, the PCC decided in 2012 that no registration against properties in respect of Chancel Repair Liability will be made.

This decision has been made bearing in mind the administrative burden involved in identifying the many hundreds of properties that would be involved, the legal and other costs that would be incurred both in registration and in any future enforcement of the liability, and the reputational risk and pastoral consequences of registration against a substantial proportion of properties in the parish.

Christ Church Churchyard

The northern extension to the churchyard at Christ Church was originally conveyed to the parish of Frome St John the Baptist.

Mary Baily Playing Field

Although this field is vested in other parties and managed by the Town Council for recreational use by children, there is a clause in Mary Baily's will specifying that upon any breach of the trust upon which the land is held it will then be given over to the Vicar and Churchwardens of Frome St John the Baptist with power of sale and any such proceeds to be held for the general purposes of the parish.

Committee reports

Worship Committee

The Worship Committee continued to meet and report to the PCC. We are representatives of St John's ministry, music, sacristy and flower teams together with our Parish Administrator and members of the congregation. Until September 2023 we were a joint committee with representatives of St Katharine's church who are now part of the Beckington benefice. Until December 2023 our planning of services was guided by our Vicar, the Revd Colin Alsbury. We make plans for each season of the liturgical year and note occasional events (weddings, concerts, Frome Festival activities). Very occasionally, we recommend to the PCC a significant change to our usual pattern of services – this has usually been a change from Eucharistic to non-Eucharistic service, especially when a priest was not available to celebrate. Since the beginning of our Vacancy we have been pleased to welcome a variety of retired priests, but have welcomed the particular care extended by the Revds Ian Pearson and Kevin Tingay.

Janet Caudwell

Pastoral Team

Our Pastoral Team communicates mostly by email, with an occasional face to face meeting. Thus we are able to let each other know quite quickly about any particular concerns we have. There has been a change of personnel—Colin and Marian Alsbury were members of the team—and we do need to recruit some more members of the congregation who will be prepared to take responsibility for a small number from our electoral roll and keep an eye out for them, pray for them and perhaps send them a Christmas card, or a palm cross.

Janet Caudwell

Social Activities

The old 'Social Committee' used to meet regularly and produce minutes. They generated fortnightly parish lunches during the year and gave away any profits to church funds and selected charities. They were also responsible for monthly 'Tea Time at St John's' and the annual Harvest Supper and Christmas Lunch.

These activities ceased during the pandemic and have never restarted in their old form and the Social Committee has not met.

However social activities have continued in a different way. An important part of the monthly mini-markets are the refreshments served by elements of the former Social Committee and some newcomers. Tea Time at St John's has been reinstated (although not on such a lavish scale) as part of a programme of lay-led worship monthly on a Sunday afternoon and has provided an opportunity for fellowship over tea and cake.

We experimented with a Bring and Share Harvest Lunch in church immediately after the Harvest Festival service and this was judged by many to have provided an ideal opportunity for fellowship.

Of course, St John's always comes into its own on big occasions and the Revd Pat Lawless's final service was followed by a social gathering in church, while the Revd Colin Alsbury's farewell was a much larger affair in the Bennett Centre and involved considerable planning and execution by members of the congregation (with some co-opted family members).

Two further social activities have become a new part of St John's calendar: the Cake and Craft group and Inspired to Read (the book group). Each of these provides vital social contact (and tea and cakes and wine and crisps!)

Mention must be made of the loss of a vital member of St John's Social activities: Kathy Yeaman, who died in February 2024, was a member of the original Social Committee (we remember her generous hospitality in her home during winter Tea Times at St John's) but since the pandemic she was part of the mini-market refreshment team. She was an early member of the Book Club and instigated the Cake and Craft group. She is much missed.

Janet Caudwell

Stewardship report

As ever we are extremely grateful to all of you who have continued to donate regularly to our income, and we are pleased to report that our income from planned giving increased a little – by just over 5% – after several years of decline.

Towards the end of 2023 we joined the Parish Giving scheme, which means that we can at last offer Direct Debit as a method of giving, and a stewardship review is planned for 2024.

Thank you all for your continued support. We hope for a prosperous 2024 for us all.

Mandy Crook, Stewardship treasurer

Bennett Centre (St John's Church Hall) Report

Hirings increased again during 2023 and turnover in excess of £19,000 was achieved. On top of that a number of donations were received and a £10,000 grant towards installing the first of the new Cloister door.

We also hosted various church groups from St John's during the winter months as we awaited repairs to the church's central heating boiler.

With the extra hirings there were additional running costs. Our cleaning costs were up and the heating bill remained very high due to the price of gas; although there were signs of the utility prices reducing going forward into 2024, we increased our hourly rates from September 2023 to address general cost increases. So overall we ended with a very small surplus for the year.

Alongside operating the Centre, we continued to move forward with the renovation work. During the year with very little surplus forecast, we concentrated on completing the new steps into the Cloister yard which will allow us to use the new door into the Cloister.

We have been joined on the management team by Alison Henderson, who is going to boost efforts in seeking grants for the remaining renovation work (internal and external lifts, remaining cloister doors, yard surfacing and landscaping).

I would like to record thanks to Mandy Crook, Christine Holland, David Daniel and Toby Whitty for working to develop the space for the wider community use that we envisaged back when renovations were first considered.

Finally at the end of the year, I handed over the booking responsibilities to Lloyd Carey, a long-standing hall user with the wargamers. This allowed me to start picking up some elements of Church business with Colin's retirement and I'm very grateful that Lloyd has volunteered.

Peter Connew,

Management Committee, Bennett Centre

Health and Safety report

Early in the course of 2023 the church insurers, Ecclesiastical, provided a useful Risk Reminder along with a proforma for PCC health and safety reviews. This provided a good monthly prompt, though it did not prevent the PCC discussing anything in greater detail.

There were a number of standout features:

1) Slips and trips within the church

The breakdown of the church's central heating system through the lack of availability of replacement circulation pumps, meant that the interior floors of the church became slippery. The unusual hollow nature of the floor with wood flooring covering a shallow underfloor area tended to exaggerate this, causing some areas to become damp and slippery. Notices were provided so that the congregation and visitors were warned appropriately to be careful. The eventual replacement of the pumps made the situation better.

2) Interior of the church tower

After the pandemic, the plan to use the bells again and to possibly reinstall the carillon and clock raised an issue about the toxic state of the interior of those parts of the tower that were accessible to the bird population. Cleaning this was not a simple task as the fouling was extensive so a professional company was employed. The access points for birds were sealed.

3) Fire Precautions

The false belief that there was little flammable in a stone-built church was brought home by the tragedy in Paris at Notre Dame. The church has a planned fire and evacuation procedure, with extinguishers available, but training needed refreshing. The opportunity therefore was taken in preparation for the Frome Festival and the use of the church for events to train the stewards for an evacuation. This was done by suitably qualified persons and some training was done with fire extinguishers that had come to the end of their scheduled life.

4) Security and Vandalism

There were a number of security and vandalism issues. A potential need to provide CCTV is recognized and we are moving to consider this as there were a number of acts of vandalism in the church yards. Perhaps the most serious problem is the poor repair of the north wall and the walls and railings along the southern footpath. This is the responsibility of the local authority, Somerset Council, which is required to maintain these important facilities, but it said it hasn't the necessary resources to carry out the work.

5) Other issues and risks

During the year we also considered: ladders, working at heights, electrical wiring, working alone, waterpipes and heating.

There was increasing and illegal use by vehicles of the pavement between the stone Wyattville screen and Bath Street, affecting the state of the pavement itself and causing potential trip hazards. This may deteriorate further since 8 Bath Street opened as an off-licence.

Brian Essex

Charity/Trust funds

Income and expenditure accounts 2023

Notes:

1. For information only – these do not form part of the PCC's annual report.
2. Some of the Trusts and Charities result from the merging of a number of smaller old Trusts and Charities and the descriptive wording relating to purpose for which held is indicative rather than being a full statement of the purposes for which the relevant funds may be applied.

St John the Baptist Church, Frome

Charity/Trust Funds Year Ending 31/12/2023

Charity/Trust	B/F 01/01/2023	Income	Interest	Total Income	Expenditure	Surplus/ Deficit	C/F 31/12/2023	
Charity Funds								
1 Byard	38.52	31.51	1.11	32.62	0.00	32.62	71.14	Education
2 Taunton	1,387.95	571.56	24.92	596.48	1,359.03	(762.55)	625.40	Choir
4 T Smith	2,738.03	570.35	48.00	618.35	125.00	493.35	3,231.38	St Thomas' Aims
12 Singer	119.85	54.99	2.95	57.94	0.00	57.94	177.79	Bennett Memorial Service
14 Leversedge	615.87	300.26	10.71	310.97	900.00	(589.03)	26.84	Fabric
17 Bailly	3,066.43	46.60	26.76	73.36	3106.00	(3,032.64)	33.79	Clock, Carillon, Bells
19 Hutchings	1,646.93	306.49	22.01	328.50	900.00	(571.50)	1,075.43	Hutchings Grave
	<u>9,613.58</u>	<u>1881.76</u>	<u>136.46</u>	<u>2,018.22</u>	<u>6,390.03</u>	<u>(4,371.81)</u>	<u>5,241.77</u>	
Trust Funds								
21 W Bailly	2,356.79	0.00	18.23	18.23	0.00	18.23	2,375.02	Bennett Memorial
22 Via Crucis	452.44	0.00	3.50	3.50	0.00	3.50	455.94	
23 Bennett Grave	132.35	0.00	1.02	1.02	0.00	1.02	133.37	
25 Foster	666.54	0.00	5.29	5.29	0.00	5.29	671.83	Easter Flowers
	<u>3,608.12</u>	<u>0.00</u>	<u>28.04</u>	<u>28.04</u>	<u>0.00</u>	<u>28.04</u>	<u>3,636.16</u>	
Total Funds	<u>13,221.70</u>	<u>1,881.76</u>	<u>164.50</u>	<u>2,046.26</u>	<u>6,390.03</u>	<u>(4,343.77)</u>	<u>8,877.93</u>	

Accounts



Frome Deanery
Wells Archdeaconry
Diocese of Bath and Wells



Annual Report
and
Financial Statements
of the
**Parochial Church Council of the Ecclesiastical
Parish of Frome Selwood**
(Registered Charity number 1133925)
otherwise
Frome St John the Baptist PCC
for the year ended
31st December 2022

Office: St John's Parish Office, St John's Cottage, 1 Church Steps, Frome, Somerset BA11 1PL

Website: www.sjfrome.co.uk Email: administrator@sjfrome.co.uk

Facebook: [FromeStJohntheBaptist](https://www.facebook.com/FromeStJohntheBaptist) Twitter: [@FromeStJohnBapt](https://twitter.com/FromeStJohnBapt)

Incumbent : The Revd Colin Alsbury, St John's Vicarage, Vicarage Close,
Christchurch Street East, Frome, Somerset BA11 1QL

Email: colin.alsbury@btinternet.com

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Auditor: B.O.A. Accountancy Ltd t/as Berkeley Hall Ltd, Unit 2, Southgate, Commerce Park,
Frome BA11 2RY

Architect: George Chedburn, Chedburn Dudley, Glove Factory Studios, Brook Lane, Holt, Bradford on
Avon BA14 6RL

Legal advisors: FDC Law, 21 Bath Street, Frome BA11 1DJ

Bank: NatWest Bank, 4 Market Place, Frome, Somerset BA11 1AE

The Church of St John the Baptist at Frome Selwood is of ancient foundation, being founded as a mission church by St Aldhelm in AD 685. A royal church in its early years, the patronage passed in the middle ages to Cirencester Abbey and then at the reformation into the hands of the Thynne family at Longleat, who delivered the patronage to the Diocese of Bath and Wells (Board of Patronage) in the late 1930s.

The benefice of Frome St John is currently held in plurality with that of St Katharine, East Woodlands.



Ministry

Vicar: Revd Colin Alsbury MA
Readers: Mrs Janet Caudwell MA
 Ms Ross Frooms

Parochial Church Council (PCC)

The role of the PCC

St John's PCC has the responsibility of co-operating with the incumbent in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Charitable status of the PCC

In 2009 the PCC, previously excepted from registration, registered with the Charity Commission, and the registration process was completed in early 2010.

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Mission statement

Our mission and ministry:

'Seven whole days, not one in seven'

Cherishing our inheritance of Christian faith and worship,
we strive to welcome all
and share the joy of the Gospel message in Christ,
through concern for the wholeness of individuals
and active involvement in community life in all its diversity.

PCC Membership 2022

Clergy:

Revd Colin Alsbury (Vicar, Deanery Synod & Surrogate)

Churchwardens (elected annually):

Mr Neil McCormick

Mr Terry Bushell

Deanery Synod Members:

Mrs Lois Bushell (Lay Dean of Frome Deanery, Diocesan Synod, Deanery Synod 2020-23)

Ms Ross Frooms (Deanery Synod 2020-23)

PCC members elected until 2023:

Mrs Christine Holland (PCC 2020-23, PCC Treasurer)

Mr Neil McCormick (PCC 2020-23)

Mrs Kathryn Yeaman (PCC 2020-23)

PCC members elected until 2024:

Mr Peter Connew (PCC 2021-24, Lay Chair of PCC)

Mr Brian Essex (PCC 2021-24)

Ms Angela Pater (PCC 2021-24, PCC Secretary)

PCC members elected until 2025:

Mrs Amanda Crook (PCC 2022-25, PCC Secretary to 31 July 2021)

Ms Ross Frooms (PCC 2022-25)

Vacancy

Readers (appointed annually):

Mrs Janet Caudwell

Ms Ross Frooms

Note: Within the Frome Town Group Ministry the other incumbents are also entitled to attend and take part in, but not have any vote in, the proceedings of any PCC meeting:

Revd Liz Dudley Christ Church & St Mary's

Revd Ian Snares Holy Trinity (from September 2022)

Other PCC officers and appointees

Senior servers	Mr Peter Connew
Choir leader	Mrs Rosemary McCormick
Sacristy	Mrs Marian Alsbury
Tower captains	Mr Andy Mead
Flower co-ordinator	Mrs Elaine Gilbert
Hon archive supervisor	Vacant (c/o Incumbent)
Safeguarding officer	Mrs Judith Davies until September 2022
Health & safety issues	Mr Brian Essex
Electoral roll officer	Mr Neil McCormick
Stewardship	Mrs Judith Davies; Mrs Amanda Crook from April 2022
Magazine editors	Mrs Amanda Crook, Mrs Karolyn Curle
Church administrator	Mrs Karolyn Curle

Committees

The PCC operates through a number of committees, which meet between full meetings of the PCC. The Vicar is a member of all committees ex-officio. Though most members of committees are also on the PCC, membership of committees is open to persons who are not members of the PCC.

Standing Committee

This is the only committee required by law. The Vicar and Churchwardens are ex-officio members, and the PCC appoints a further two members. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC.

Worship Committee (jointly with Woodlands St Katharine)

This committee co-ordinates the efforts and vision of all those involved in preparing and leading our worship, meeting every couple of months. It makes recommendations to the PCC on any change or development in our pattern of worship.

Social Committee

This committee oversees and organises events to build fellowship within the life of the parish.

Note: The *Restoration Joint Committee* is not a sub-committee of the PCC alone but forms a partnership with the separate associated registered charity 'Frome St John Restoration Fund'.

Collaborative ministry

Frome St John the Baptist and Woodlands St Katharine, as benefices held in plurality and sharing the same incumbent, co-operate through sharing a parish magazine, a worship committee and a safeguarding officer, and through other joint events. Under a Bishop's direction those qualified to marry in any one of the parishes may marry in either.

On 26th September 2018 Bishop's Council approved a Scheme creating a Joint PCC for the two benefices to which the separate PCCs are delegating a number of areas of responsibility including safeguarding, health & safety and publicity.

The parishes of the Frome Town Group are able to collaborate through a Group Council. In order to balance the pastoral care responsibilities of the benefices within the town there is a working agreement in place whereby some parts of Christ Church parish are cared for by Holy Trinity and St John's.

The parish is committed to working with ecumenical partners and hosts a monthly prayer meeting for members of Frome area congregations. The Clergy of the Frome Deanery meet regularly as Clergy Chapter for worship, study and fellowship.

By the end of 2021 it had become clear that some significant changes in patterns of clergy deployment will be needed across the Diocese following the financial challenges of the pandemic and after prolonged and detailed deliberations the Deanery Mission and Pastoral Group has, since the end of 2022, formulated proposals that have been accepted by PCC's and the Archdeaconry Mission and Pastoral Group for changes in clergy deployment in the Deanery. These proposals will involve the severance of the existing plurality of Frome St John the Baptist and Woodlands, St Katharine.

Inclusive Church

On 27th September 2018 the application by the PCC of Frome St John the Baptist parish church to be recognised as part of Inclusive Church was accepted.

Inclusive Church is a network of churches, groups and individuals uniting together around a shared vision:

‘We believe in inclusive Church - church which does not discriminate, on any level, on grounds of economic power, gender, mental health, physical ability, race or sexuality. We believe in Church which welcomes and serves all people in the name of Jesus Christ; which is scripturally faithful; which seeks to proclaim the Gospel afresh for each generation; and which, in the power of the Holy Spirit, allows all people to grasp how wide and long and high and deep is the love of Jesus Christ.’

Further information is available at <https://www.inclusive-church.org/>



Major Churches Network

For many years there was a somewhat self-defined Greater Churches Network where those involved with the more significant churches, in terms of size and heritage, have shared support and areas of common interest.

In 2016 a report funded by Historic England and supported by the Church Buildings Council and Heritage Lottery Fund was published which aimed to investigate the problems faced by Major Churches and suggest ways of supporting them. The new national definition of a Major Church includes such factors as its listing grade (I or II*) and its size (over 1000 sqm footprint). Some 300 churches fall into this category nationally, of which Frome St John the Baptist is one of just seven in the Diocese of Bath & Wells.

The Church Buildings Council recognise that such Major Churches face issues normally associated with cathedrals, but with parish church-sized resources. Part of the support given to Major Churches will come through assistance in developing a comprehensive Conservation Management Plan.

The Greater Churches Network re-formed in 2019 as the Major Churches Network (MCN), with regional meetings being held, in order to support Major Churches in management, mission and ministry.

In 2022 we were able to acquire, at no cost, through MCN a substantial stock of A7 Prayer cards (with topics are based on research findings and include needs intensified by COVID): ‘Feeling alone’, ‘Looking for God’, ‘Grieving’, ‘Struggling with change’, ‘Finding peace’, ‘Wanting guidance’, ‘Worried about someone’, ‘Feeling anxious or sad’, ‘Being thankful’, ‘Wanting forgiveness’, ‘Feeling hurt’, ‘Being accepted’. The Explore Project is a partnership between the Association of English Cathedrals, the Church of England’s Church Buildings Division and Mission teams, the National Churches Trust, and the Centre for the Study of Christianity & Culture (University of York). These have proved popular and many have been taken by visitors to church.

PCC funds

Apart from the General Fund, which is unrestricted in use, the following funds are held by the PCC:

Unrestricted funds that have been designated:

- (a) holding of legacy monies received
- (b) administration of the Parish Office and printing accounts.

Because of legal changes, from 1st January 2013 payments in respect of Parochial Fees belong to the PCC and DBF (Diocesan Board of Finance), and are managed by the PCC rather than the incumbent. Fees are therefore processed through the PCC accounts.

Restricted funds that hold:

- (a) monies received or donated for specific support of other charitable bodies
- (b) grants and payments received for specified works in the life of the parish
- (c) income from and relating to the management of the Bennett Centre – St John's Church Hall. (From 1 Jan 2008 the terms of any letting income for the hall are that it shall be applied first for the maintenance, upkeep and running of the Centre.)

Associated or related non-PCC funds

The following funds are not under the control of the PCC but are held for purposes within or connected with the life of the parish of Frome St John:

Frome St John Restoration

Established by a Trust Deed in July 1986 as the Friends of St John's, this is a separate registered charity (No 295057) whose objects are 'the maintenance and repair of the fabric of St John's Church and its surrounds'.

The Trustees of this associated charity are accountable directly to the Charity Commissioners for its funds, and notes of their work do not form part of the PCC Annual Report. Their Annual Meeting was held on 8th May 2022.

The report of their Trustees is separately available.

Sacristy Fund

Under the terms of a bequest from Rose Hunt a capital sum is held by the Diocesan Trustees, and the income is paid to the parish for the upkeep of vestments etc.

'Vicarage Garden' Trust fund

This fund, which arose from the sale of land adjoining the former vicarage garden, is held by the Diocesan Trustees for the benefit of the Church School.

Trusts and bequests in the care of the Incumbent/Churchwardens

The following funds are in the care of the Incumbent or the Incumbent and Churchwardens:

Charities Funds

Byard (Education) , Taunton (Music), T Smith (Alms), Singer (Bennett Services), Leversedge (Fabric), Baily (Clock, Carillon, Bells), Hutchings (Grave & Fabric)

Trust Funds

W Baily (Bennett Memorial), Via Crucis, Bennett Grave, Foster (Flowers)

They are included here on page 25, but for information only. They do not form part of the PCC's Annual Report.

Strategy for Mission and Ministry: 'Seven Whole Days ...'

Congregation	to grow as a viable, sustainable community of worship, ministry & mission
<i>Worship</i>	to maintain and develop a rich variety of worship
<i>Nurture</i>	to establish an effective programme of all-age learning and growth
<i>Fellowship</i>	to provide and enjoy regular social events
<i>Membership</i>	to affirm a sense of belonging, encouraging new membership and maintaining accurate and up to date membership records
<i>'One Holy, Catholic & Apostolic Church</i>	to draw strength from and contribute to the wider life of the Church
<i>Plurality of St John & Woodlands</i>	to share resources effectively
<i>Group Ministry</i>	to share common policies and vision for the town
<i>Frome Area Christians Together</i>	to grow in mutual fellowship and ministry
<i>Deanery / Diocese</i>	to take an active role in the synodical process
<i>Wider Church</i>	to learn from and support the work of the wider church
<i>Mission partnerships</i>	to give a proportion of our income to support the wider mission and ministry of the Church and to welcome fresh understanding of our calling through learning from the life of the wider church
Community	to engage actively with the whole life of the community in which we are set
<i>Pastoral care</i>	to share people's joys and sorrows and provide appropriate care, support and guidance
<i>Prayer Network</i>	to hold in prayer all those whose needs are known to us
<i>Baptism</i>	to welcome all who would seek to begin their journey of faith
<i>Marriage</i>	to celebrate mutual love and commitment in marriage
<i>Bereavement</i>	to support people in the time of grief
Geographical parish	to engage with the ordinary life of the community that live, work or take their leisure within the parish
<i>Resident population</i>	to reach out in service and witness to the people of the parish
<i>Voluntary sector</i>	to know and be known by those working for the welfare of the local community
<i>Business community</i>	to value the people involved in the local economy, especially at Rogation and Harvest
Education	to affirm all involved in the work of education and support individuals of all ages in their learning and personal growth
<i>Church School</i>	to actively share in and contribute to the life of St John's School
<i>Church as a teaching resource</i>	to enable the use of the Church building for school visits and as a place where learning can be enriched
Heritage	to cherish the inheritance which is in our trust and provide as best we can for that inheritance to be maintained and developed
<i>The site & building</i>	to work creatively with heritage bodies to assure the future of a living site
<i>Parish archives</i>	to work with county archives and others to preserve our unique records
<i>Conservation & access</i>	to keep safe and ensure security of records, including provision of archive quality copies; to provide reasonable access to records, including provision of copies, finding aids and indices where possible
Visitors & tourism	to welcome casual visitors and organised visits and enrich the experience of their visit
<i>An open church – stewarding</i>	to maintain a team of volunteers who will be confident in explaining the history, life and mission of the parish
<i>Guides & literature</i>	to provide in accessible form a variety of literature which enrich people's visit
Music & the arts	to develop the offering of music and arts within worship and to host appropriate exhibitions and concerts throughout the year
<i>Frome Festival</i>	to work closely with the Festival organisers in promoting music and the arts

Statistics for Mission

A number of returns are made each year to the Diocese and Church Commissioners regarding membership, attendance and other aspects of church life.

At the end of 2022 the core worshipping community at St John's, defined as those who attend worship at least once a month, or would do so if not restricted by health or other reasons comprised 49 individuals, an increase of 7 on the previous year:

<i>Children (0-10)</i>	<i>Youth (11-17)</i>	<i>Adult (18-69)</i>	<i>Older (70+)</i>	<i>Total</i>	
5	0	18	26	49	In 2022
1	2	18	21	42	In 2021

The number of baptisms, weddings and funerals were:

<i>Baptisms</i>	<i>2022</i>	<i>2021</i>
Under 1 year	5	0
Age 1-4	3	1
Age 5-10	0	0
Age 11-17	0	0
Adult	1	0
<i>Total</i>	<i>9</i>	<i>1</i>

<i>Weddings</i>	<i>2022</i>	<i>2021</i>
Full service	5	1
Dedication after civil marriage	2	0

<i>Funerals</i>	<i>2022</i>	<i>2021</i>
in church	8	2
at crematorium	2	8

The numbers attending Easter, Advent and Christmas services were:

<i>Easter Day</i>	<i>Communicants</i>	<i>Attending</i>
2022	45	68
2021	24	24

<i>Advent</i>	<i>For congregation & local community</i>	<i>For civic and school</i>	<i>Christmas</i>	<i>Communicants</i>	<i>Attending</i>
2022	450	750	2022	60	130
2021	55	0	2021	33	35

Electoral roll

The number on the church electoral roll for 2022 was 78.

Wardens' report on the fabric, ornaments and goods for 2022

There has not been much work done to the fabric of the church during the year while we await the report following the quinquennial survey of the church by the church architects.

Miscreants caused some fire damage to the notice board box fixed to the west end of the church, but the damage was mostly confined to the paper inside the box and the wooden box itself was only slightly scorched.

Carpet was laid at the back of the church where the pews have been temporarily moved pending a decision on the appropriate floor covering between the back of the pews and the west end.

Neil McCormick and Terry Bushell

Churchwardens

Report of the proceedings of the Parochial Church Council in 2022

1. Meetings: The PCC held nine meetings in 2022, all in person. Standing agenda items at each meeting included Health & Safety, Safeguarding and the Net Zero Carbon initiative.
2. Health and Safety: Brian Essex continued in the role of Health and Safety Officer and continued with regular checks on safety of the building and equipment.
3. Safeguarding: The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016: it has adopted and works to implement the House of Bishops' guidance on safeguarding children and vulnerable adults. The Vicar was in liaison with other Frome parishes about shared arrangements for a Safeguarding Officer. In the meantime, Safeguarding concerns or queries could be referred via email to administrator@sjfrome.co.uk or by post c/o The Parish Office. Guidance was published on the Church website.
4. The building: Building work and repairs continued to be supervised by Peter Connew and the Churchwardens. The Quinquennial Inspection took place in October. See separate Fabric report.
5. Weddings, baptisms and funerals: In 2022 there were five weddings and two blessings; nine baptisms and ten funerals/thanksgiving services.
6. Events: There was a well blessing service, and Spring and Christmas fairs. Mini-markets also started being held monthly on Independent Market Sundays from the autumn and proved to be successful in fundraising and bringing more visitors into the church. Several events were held in the church during the Frome Festival in July, including Evensong, a talk by the Vicar and a concert by Frome Consort, as well as the floral and art displays.
7. St John's School: Janet Caudwell continued in an important link role with the school as an associate governor. Further interest was received from another potential governor, which is being progressed.

Angela Pater, Honorary Secretary

Statement of financial activities

For the year ended 31 December 2022

Frome St John the Baptist PCC

Statement of Financial Activities
For the year ended 31 December 2022

		Unrestricted	Restricted	Endowment	Total Funds	
		Funds	Funds	Funds	2022	2021
	Note	£	£	£	£	£
Incoming Resources						
<i>Incoming resources from donors</i>	2(a)	39,271.24	436.83	-	39,708.07	32,839.75
<i>Other voluntary incoming resources</i>	2(b)	65,519.31	225.00	-	65,744.31	26,361.77
<i>Income from charitable and ancillary trading</i>	2(c)	4,048.62	-	-	4,048.62	2,254.04
<i>Income from investments</i>	2(d)	4,264.75	-	-	4,264.75	5,280.77
<i>Other ordinary incoming resources</i>	2(e)	-	-	-	-	-
<i>Bennett Centre</i>	2(f)	17,292.28	4,566.00	-	21,858.28	11,546.55
<i>St Johns Cottage</i>	2(g)	6,804.48	-	-	6,804.48	7,435.63
Total Incoming Resources		<u>137,200.68</u>	<u>5,227.83</u>	<u>-</u>	<u>142,428.51</u>	<u>85,718.51</u>
Resources Used						
<i>Grants</i>	3(a)	115.00	436.83	-	551.83	445.00
<i>Activities directly relating to the work of the church</i>	3(b)	52,172.36	-	-	52,172.36	60,958.10
<i>Fund-raising and publicity</i>	3(c)	655.09	299.43	-	954.52	590.80
<i>Church management and administration</i>	3(d)	3,387.87	-	-	3,387.87	2,974.49
<i>Bennett Centre</i>	3(e)	14,150.02	5,164.01	-	19,314.03	9,999.17
<i>St Johns Cottage</i>	3(f)	4,529.71	-	-	4,529.71	7,335.74
Total Resources Used		<u>75,010.05</u>	<u>5,900.27</u>	<u>-</u>	<u>80,910.32</u>	<u>82,303.30</u>
Net Incoming/(Outgoing) Resources		62,190.63	(672.44)	-	61,518.19	3,415.21
Balances brought forward at 1 January 2022 (2021)		<u>35,118.23</u>	<u>9,418.28</u>	<u>-</u>	<u>44,536.51</u>	<u>41,121.30</u>
Balances Carried Forward at 31 December 2022 (2021)		<u><u>97,308.86</u></u>	<u><u>8,745.84</u></u>	<u><u>-</u></u>	<u><u>106,054.70</u></u>	<u><u>44,536.51</u></u>

Balance Sheet at 31 December 2022

Frome St John the Baptist PCC

Balance Sheet at 31 December 2022

	Note	2022 £	2021 £
Fixed Assets			
Tangible Fixed Assets	5	-	-
Current Assets			
Debtors	7	75,657.74	11,376.95
Prepayments		783.69	697.97
Bank and cash accounts		65,381.44	56,257.90
		<u>141,822.87</u>	<u>68,332.82</u>
Liabilities			
Amounts falling due within one year	8	34,432.24	23,389.90
Accruals water2business and SSE		26.53	30.91
Deferred income - magazine advertisements		90.00	49.50
Deferred income rent		1,209.40	316.00
Rental Deposit		10.00	10.00
		<u>35,768.17</u>	<u>23,796.31</u>
Net Current Assets		<u>106,054.70</u>	<u>44,536.51</u>
Net Assets		<u><u>106,054.70</u></u>	<u><u>44,536.51</u></u>
Funds	6		
Unrestricted		97,308.86	35,118.23
Restricted		8,745.84	9,418.28
Endowment		-	-
		<u>106,054.70</u>	<u>44,536.51</u>

Approved by the Parochial Church Council [Date] and signed on its behalf by:

Revd Colin Alsbury, Vicar and Chair of PCC

Notes to the financial statements

for the year ended 31 December 2022

1 Accounting Policies - See Appendix on page 17

2 Incoming Resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2022 £	2021 £
2(a) Incoming resources from donors					
Planned giving:					
Tax efficient planned giving	18,439.00	-	-	18,439.00	20,122.50
Other planned giving	569.00	-	-	569.00	5.00
Gift Aid - planned giving+small donations	11,164.28	-	-	11,164.28	6,383.31
Collections at all services	3,945.23	336.83	-	4,282.06	2,964.31
Sundry donations	5,153.73	100.00	-	5,253.73	3,364.63
	<u>39,271.24</u>	<u>436.83</u>	<u>-</u>	<u>39,708.07</u>	<u>32,839.75</u>
2(b) Other voluntary incoming resources					
Legacies	59,657.95	-	-	59,657.95	-
Bath & Wells DBF Grant	750.00	-	-	750.00	-
Covid related grants	-	-	-	-	19,192.53
Historic England	-	-	-	-	3,050.00
LPOW Grant Scheme	-	-	-	-	610.00
St John's Charities	-	-	-	-	384.00
St John's Restoration Fund	-	-	-	-	2,022.18
Fairs and other fundraising events	5,111.36	225.00	-	5,336.36	1,103.06
	<u>65,519.31</u>	<u>225.00</u>	<u>-</u>	<u>65,744.31</u>	<u>26,361.77</u>
2(c) Income from charitable and ancillary trading					
Printing account including magazine	1,015.12	-	-	1,015.12	691.04
Bookstall/Trading	425.50	-	-	425.50	217.00
Fees	2,608.00	-	-	2,608.00	1,346.00
	<u>4,048.62</u>	<u>-</u>	<u>-</u>	<u>4,048.62</u>	<u>2,254.04</u>
2(d) Income from investments					
NS&I account	0.41	-	-	0.41	0.04
COIF Charity Funds	193.98	-	-	193.98	2.68
Bank Interest	565.36	-	-	565.36	467.20
Rent (Church and Forecourt)	3,505.00	-	-	3,505.00	4,810.85
	<u>4,264.75</u>	<u>-</u>	<u>-</u>	<u>4,264.75</u>	<u>5,280.77</u>
2(e) Other ordinary incoming resources					
Insurance claim	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
2(f) Bennett Centre					
Donations					
General	21.00	1,780.00	-	1,801.00	727.00
Gift Aid					
General	5.25	325.00	-	330.25	56.75
Culture Recovery Fund for Heritage				-	918.57
Fundraising					
General	-	166.50	-	166.50	113.05
Rent	17,208.95	2,294.50	-	19,503.45	9,728.75
Bank Interest	57.08	-	-	57.08	2.43
	<u>17,292.28</u>	<u>4,566.00</u>	<u>-</u>	<u>21,858.28</u>	<u>11,546.55</u>
2(g) St John's Cottage					
Grants					
Covid related grants	84.48	-	-	84.48	3,035.63
Rent	6,720.00	-	-	6,720.00	4,400.00
	<u>6,804.48</u>	<u>-</u>	<u>-</u>	<u>6,804.48</u>	<u>7,435.63</u>
Total Incoming Resources	<u>137,200.68</u>	<u>5,227.83</u>	<u>-</u>	<u>142,428.51</u>	<u>85,718.51</u>

Notes to the financial statements
for the year ended 31 December 2022 (Continued)

3 Resources Used

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2022 £	2021 £
3(a) Grants					
Missionary and charitable giving:					
Secular charities and other charitable giving	115.00	436.83	-	551.83	445.00
	<u>115.00</u>	<u>436.83</u>	<u>-</u>	<u>551.83</u>	<u>445.00</u>
3(b) Activities directly relating to the work of the church					
Ministry					
Parish share	30,303.00	-	-	30,303.00	25,250.00
Ministry expenses	909.29	-	-	909.29	911.50
Church running costs	10,498.80	-	-	10,498.80	9,054.95
Church maintenance	3,140.93	-	-	3,140.93	4,234.60
Upkeep of services	208.95	-	-	208.95	82.06
Upkeep of churchyard/forecourt	-	-	-	-	-
Salaries and Honorarium	6,711.39	-	-	6,711.39	6,359.70
Extra-ordinary expenditure					
West End floor covering	400.00	-	-	400.00	-
3D video	-	-	-	-	1,225.00
Drawings for Welcome Area	-	-	-	-	1,188.00
Nave floor investigation (incl Archaeology)	-	-	-	-	6,704.31
Donation station, WiFi installation	-	-	-	-	2,287.98
Chimney, rainwater pipe works	-	-	-	-	3,660.00
Depreciation on tangible fixed assets	-	-	-	-	-
	<u>52,172.36</u>	<u>-</u>	<u>-</u>	<u>52,172.36</u>	<u>60,958.10</u>
3(c) Fund-raising and publicity					
Digital giving - service/transaction fees	314.46	-	-	314.46	84.55
Card readers x 2	199.98	-	-	199.98	-
Costs of fairs and other fund-raising events					
Frome Festival					
Flowers	40.65	299.43	-	340.08	340.57
Other	100.00	-	-	100.00	165.68
	<u>655.09</u>	<u>299.43</u>	<u>-</u>	<u>954.52</u>	<u>590.80</u>
3(d) Church management and administration					
Administration:					
Printing, stationery (incl Stew'ship envelopes)	868.99	-	-	868.99	853.55
Fees, subscriptions	1,471.77	-	-	1,471.77	1,358.58
Printing account	1,047.11	-	-	1,047.11	762.36
	<u>3,387.87</u>	<u>-</u>	<u>-</u>	<u>3,387.87</u>	<u>2,974.49</u>
3(e) Bennett Centre					
Admin	277.49	-	-	277.49	183.42
Running costs	7,614.29	-	-	7,614.29	5,245.36
Maintenance	3,689.21	-	-	3,689.21	3,514.51
Extra-ordinary expenditure					569.12
Furnishings (Blinds, tables)	62.09	761.51	-	823.60	-
Repairs due to vandalism	155.58	-	-	155.58	-
Replacement locks and keys	429.60	-	-	429.60	-
Project work income funded					
Cleaners cupboard works	393.54	-	-	393.54	-
Fire alarm system commission	604.80	-	-	604.80	-
Main yard steps	562.55	2,294.50	-	2,857.05	-
Replastering Cloister	360.87	-	-	360.87	-
Cloister project	-	-	-	-	486.76
GW Grant project works	-	2,108.00	-	2,108.00	-
	<u>14,150.02</u>	<u>5,164.01</u>	<u>-</u>	<u>19,314.03</u>	<u>9,999.17</u>
3(f) St John's Cottage					
Running costs	3,344.03	-	-	3,344.03	2,739.17
Maintenance	88.59	-	-	88.59	2,667.80
Cottage refurbishment project	1,097.09	-	-	1,097.09	1,928.77
	<u>4,529.71</u>	<u>-</u>	<u>-</u>	<u>4,529.71</u>	<u>7,335.74</u>
Total Resources Used	<u>75,010.05</u>	<u>5,900.27</u>	<u>-</u>	<u>80,910.32</u>	<u>82,303.30</u>

Notes to the financial statements for the year ended 31 December 2022 (continued)

4 Staff Costs	2022	2021
	£	£
Salaries and Honorarium	6,711.39	6,359.70
During the year the PCC employed a choir leader and parish secretary. Remuneration for others, eg organist, is under contract for services.		

5 Fixed Assets for use by the PCC
No items retaining any net book value are currently held.

6 Analysis of Net Assets by Fund

	Unrestricted Funds £	Restricted Funds £	Endowment Fund £	Total £
Fixed Assets	-	-	-	-
Current Assets	131,741.10	8,745.84	-	140,486.94
Current Liabilities	(34,432.24)	-	-	(34,432.24)
Fund Balance	<u>97,308.86</u>	<u>8,745.84</u>	<u>-</u>	<u>106,054.70</u>

7 Debtors	2022	2021
	£	£
Debtors	75,657.74	11,376.95
	<u>75,657.74</u>	<u>11,376.95</u>
A sum of £477.50 due from [REDACTED] has now been designated as a bad debt and is not included in these accounts.		

8 Liabilities

Amounts falling due within one year

Creditors for goods and services	4,622.04	1,577.43
Other creditors	29,810.20	21,812.47
	<u>34,432.24</u>	<u>23,389.90</u>

9 Reserve

On current policy and figures, unrestricted funding of £33,000, including a small contingency given uncertainty about utility costs going forward, is the baseline for a working reserve at 31/12/2022.

10 Cost Centres

Small surpluses for the Bennett Centre and St John's Cottage are committed to planned improvement works at the respective locations. Grant funded work for the Bennett Centre continues with £1,332.13 grant money in hand. Further grants are being sought.

11 Legacy Funds and Quinquennial Inspection

The PCC has benefited from a generous legacy of £59,657.95 from the late Mr Quartley which was left with a wish, but without creating any obligation, that it be used for restoration purposes. A sum of £3,000 from the legacy has been applied towards expenditure in 2022 but as we await the report of the recent Quinquennial inspection the PCC will review the plan for use of the balance of these funds as and when the report is received.

12 Church Insurance

Payment of insurance for the Church, Bennett Centre and St John's Cottage is by Direct Debit.

13 Parish Share

The 2022 Parish Share request was £30.303 and was paid in full.

14 Covid Related Grants

These include Culture Recovery Fund for Heritage, MDC LA Discretionary, CBLP and CARP grants.

15 Parish Giving

Our policy has historically been that 10% of stewardship giving has been donated to home missions and overseas aid. More recently, separate Vicar and Church Wardens' Charities and Trust Fund accounts have continued to make grants as appropriate as do Social Committee and some generous individuals from time to time.

Appendix to the statement of financial activities

Accounting policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 together with applicable accounting standards and the Charities SORP.

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

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

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

Incoming resources

Voluntary income and capital sources:

- (1) Collections are recognised when received by or on behalf of the PCC.
- (2) Planned giving receivable under covenant is recognised only when received.
- (3) Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.
- (4) Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.
- (5) Funds raised by fetes, garden parties and similar events are accounted for gross.
- (6) Sales of books and magazines from the church bookstall are accounted for gross.

Other ordinary income: Rental income from the letting of the church premises is recognised when the rent is due.

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

Gains and losses on investments: Realised gains and losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Resources used

Grants: Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the church: The diocesan quota or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

Prepayments: Prepayments below the threshold of £75 and non-recoverable payments less than £100 are generally treated as payment at the time rather than being apportioned over relevant years.

Fixed assets

Consecrated land and buildings and movable church furnishings:

- (1) Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.
- (2) No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the statement of financial activities (SOFA) and separately disclosed.

Other fixtures, fittings and office equipment: Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £2,500 or less are written off when the asset is acquired. Items that have had no net book value for a clear financial year are retained on the inventory but no longer listed on the accounts.

The Bennett Centre depreciation policy was reviewed on 30 November 2021 and provides that a financial reserve be built up by depreciating its capital contents. The depreciation would be calculated on items or group of like items with a purchase price in excess of £300.

Investments: Investments are valued at market value at 31 December.

Current assets:

- (1) Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.
- (2) Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

Additional notes regarding accounting policies

Listed Places of Worship Grant Scheme

Monies recoverable under this scheme have been identified as debtors to the parish until the monies are received. Changed policy includes a risk that not all claimable VAT expenditure will be subject of a grant in compensation. Whilst VAT expended which may be or is the subject of a claim will continue to be shown as debtors there will be a future risk of non receipt. Such non receipt will be shown as a bad debt within the accounts.

Employment

Persons employed (e.g. church administrator) and self-employed persons who contract to provide regular services (e.g. organists) have been grouped together for accounting purposes within salaries and honoraria. Such grouping together is of no bearing with regard to their employment status.

Reserves policy

A formal reserves policy has been adopted suggesting that a working reserve of unrestricted funds of the order of half the annual parish share plus three to four months other ordinary turnover is vital to sustain sensible cash-flow management. This is reinforced by cash flow modelling of income and expenditure through the year.

A further factor in management of reserves is that at 1 Jan a substantial sum of additional reserve (of the order of 20% of projected project cost) is required in years where substantial capital expenditure is planned involving reclaim of VAT under the government Listed Places of Worship grant scheme as the VAT has to be paid first and reclaimed later with some uncertainty now as to whether funds will always be fully recoverable due to changes in government policy.

Successive years of running at a deficit exhausted unrestricted reserves, and the PCC is now aiming to operate a balanced budget at all times. For 2022/2023, the reserve figure in line with our policy is £33,000.

The PCC will be looking to develop a modest working reserve so that some of the many important or desirable capital works and mission initiatives previously unable to be funded by the general funds of the PCC can be taken forward.

Policy documents

Policy documents – including a donations and fundraising policy document adopted in September 2014 – are available for inspection at the parish office.

Risk management

The PCC identified the following principal risk categories. The issues arising under these categories are reviewed annually.

Financial risk – *the most common category of risk and it is possible to measure many non-financial risks in terms of financial impact. Financial risks can be managed through budgets and internal financial procedures as well as strategic business and development plans, and management accounts.*

Cash flow management has been tightly managed through the recovery of the past few years and similar controls will remain in place to assure a firmer footing for future development..

Reputational risk – *can have an impact on parishes if, for example, unwelcome publicity hinders the mission of the Church.*

Statutory and legal requirements – *such as health and safety, employment law, Equality Act, Charities Act, safeguarding (Child Protection and vulnerable adults) and associated matters which could lead to substantial liabilities arising from claims or other legal action.*

Continuing vigilance with regard to Safeguarding policy has been an important aspect of work in close collaboration with the Diocesan Safeguarding Officer and other local churches through the Deanery and Frome Area Christians Together.

The PCC is committed to and complies with the National Safeguarding policies of the Church of England and those of the Diocese of Bath & Wells which require every PCC to have due regard to

House of Bishops' guidance on safeguarding children and vulnerable adults (section 5 of the Safeguarding and Clergy Discipline Measure 2016).

A Fire Safety risk assessment and plan is in place.

The test of 'reasonable'-ness in the Equalities Act, Disability Discrimination Act and similar duties with regard to Health and Safety clearly requires any organisation to exercise due diligence at all times. We have a responsibility to recognise, plan and implement response to these issues as a priority claim on resources.

First Aid provision, emergency procedures, exit routes and related matters need to be regularly reviewed and all sidesmen, stewards and other responsible persons kept up to date in training.

New General Data Protection Regulations (GDPR) legislation came into force in 2018 (replacing the Data Protection Act), and the PCC has worked to take on board the implications of this new legislation with the Diocese providing training and support so that relevant changes in policies and procedures can be implemented.

The PCCs of our parish and our associated parish at Woodlands recommended to their APCMs that a joint Benefice Church Council be established to lead in oversight of statutory and legal requirements that affect them both and that Scheme was approved by Bishops Council in September 2018. A further proposal to work under a Joint Parochial Church Council was rejected by Woodlands in 2022.

[Since the end of 2022 the plan for future clergy deployment prepared by the Deanery Mission and Pastoral Group and approved by the Archdeaconry Mission and Pastoral Group provides for the severance of the present plurality with Woodlands being associated with the Beckington benefice in the near future.]

Operational risk – relates to threats to the Church's ability to deliver its objectives due, for example, to damage to the church building.

Steps have been taken to reduce risk in this area in relation to alarm systems, stewarding at times of higher risk, etc.

Risk assessment can feel a negative process – it is also an opportunity to define priorities and imagine and develop strategies to overcome deficiencies.

ST JOHN THE BAPTIST CHURCH FROME
PAROCHIAL CHURCH COUNCIL

Report and financial statements for the year ended 31st December 2022

We B O A Accountancy t/as Berkeley Hall Limited of Unit 2, Southgate, Commerce Park, Frome, report that we have carried out an examination in accordance with the Church Accounting Regulations 1998, the regulations made under Part IV of the Charities Act 1993 and in accordance with any applicable directions given by the charity commissioners.

In connection with this examination we can confirm that no matter has come to our attention which would give me reasonable cause to believe that in any material respect:

- A) The Council's accounting records have not been kept in accordance with Section 41 of the Charities Act 1993 and with above regulations.
- B) That the accounts do not accord with those records.
- C) The statement of accounts which have been prepared on an accruals basis does not comply with any of the requirements.

No matter has come to my attention which in our opinion should be disclosed in the report in order to enable a proper understanding to be reached.

S A Smith 17/5/23
.....
S A Smith ACA ATII

Property notes

Bennett Centre – St John's Church Hall

The Bennett Centre was built in 1854 as a school on land partly the site of the former Grammar School (of Edward VI foundation) and partly land acquired by Vicar Bennett that had been occupied by a number of small poor-quality dwellings. Below the Centre the spring and cistern that lay within the courtyard of those properties remain, evidencing the 18th century ground level. The site is held by the PCC, having been acquired for £5 under a conveyance of 19th May 1961, and is subject to a reversion clause should it cease to be used as a Church Hall or for church purposes. The book value to the PCC of the property is therefore limited to the sum of £5. The Centre has been significantly improved over recent years with two of three intended phases of works now effectively complete.

Churchyard and Curtilage

The ancient churchyard included the western half of the present nave and part of the present forecourt. The visible churchyard was officially closed for burials by Order in Privy Council in 1854 and the southern area substantially re-landscaped at that time. Somewhat irregularly, burials resumed and continued until the mid-20th century. The present-day care and maintenance of the (walled) churchyard, including trees, is the responsibility of the Mendip District Council, although the PCC remains responsible for the structure of the Via Crucis. Interment of ashes within the churchyard is allowed within the area along the eastern edge of the main churchyard and the PCC has worked through the DAC (Diocesan Advisory Committee) to remove the restriction that has been in place for some 30 years or so that such interments could not be marked in situ with memorial slabs.

Via Crucis

The extension of the churchyard to include the Via Crucis in the 1860s is the subject of a memorandum of Agreement dated 25th of September 1856 between the then Marquess of Bath and the then Vicar and Churchwardens. The Via Crucis is Listed in its own right, and structural repair work has qualified for the LPWG Scheme. The steps in this area have been repaired by Mendip District Council working with Somerset County Council, and occasional services of 'Stations of the Cross' are now held at the Via Crucis.

Blindhouse

The 'Blindhouse' in the corner of the southern churchyard appears to have been relocated to its position where what was Twattle Alley met Church Lane (as Blindhouse Lane was formerly known) in 1798. The re-ordered churchyard was consecrated in 1801 by the then Bishop of Bristol.

Forecourt

The forecourt as now seen was formed in about 1818 when Bath Street was cut. It includes an area of the old churchyard and land formerly parochial glebe and other properties belonging to the Vicar and Churchwardens. It was cleared on the north side between 1815 and 1818 and on the south side between 1826 and 1837. Somerset County Council maintains the highway through the forecourt under a licence agreement, and a further agreement from 1848 allows the owners of 8 Bath Street access to the rear of their property through the forecourt area.

Church Cottage

The Cottage site was conveyed to the Vicar and Churchwardens from the Longleat Estate, and since its use as the Verger's residence, it has been let in all or part to a variety of bodies. It has been managed by the PCC on behalf of the Vicar and Churchwardens and currently hosts Focus Counselling and provides office space including our own parish office, and some storage.

Church School

The school site is formed from a total of six parcels of land originally the site of the Rectorial Manor House and Tithe Barn of Frome and now vested in the Diocesan Board of Trustees as holding trustees on behalf of the owners, the Vicar and Churchwardens. One parcel is held under the School sites act for educational purposes having been given by the Lamb Brewery in 1932, but the remainder were purchased at various dates from 1910 to 1918 and in 1939 and are all held for general church purposes.

Chancel repair liability

By October 2013 all liability for Chancel Repair should be registered at the Land Registry as any land related liability remaining unregistered at that date will cease upon the next conveyance of that land.

Anciently the responsibility fell to Cirencester Abbey and was accepted by Longleat when they acquired the Rectory of Frome in the 16th century. Though Longleat is described as 'impropriate Rector' in the 1936 Tithe Act documentation, there is some lack of clarity concerning liability for Chancel Repair as it attached to the Rectorial Glebe of the parish and other properties listed in the relevant Schedule of Ascertainments. A lengthy and thorough period of investigations has revealed that the lands described as Rectorial Glebe in 1840 known as 'Hewish' near the present Frome station were acquired by the Wilts, Somerset and Weymouth Railway about 1846, and that area of land is now fragmented into a considerable number of separate ownerships. A copy of the Schedule of Ascertainments has also been obtained from the National Archives, and it lists several hundred parcels of land as having a proportionate liability. Many of these parcels have since that date been divided into further smaller parcels as development has taken place in the area.

In the light of guidance received through the Diocese and Church Commissioners, and following research as to the number of properties listed in the relevant Schedule of Ascertainments, the PCC decided in 2012 that no registration against properties in respect of Chancel Repair Liability will be made.

This decision has been made bearing in mind the administrative burden involved in identifying the many hundreds of properties that would be involved, the legal and other costs that would be incurred both in registration and in any future enforcement of the liability, and the reputational risk and pastoral consequences of registration against a substantial proportion of properties in the parish.

Christ Church Churchyard

The northern extension to the churchyard at Christ Church was originally conveyed to the parish of Frome St John the Baptist.

Mary Baily Playing Field

Although this field is vested in other parties and managed by the Town Council for recreational use by children, there is a clause in Mary Baily's will specifying that upon any breach of the trust upon which the land is held it will then be given over to the Vicar and Churchwardens of Frome St John the Baptist with power of sale and any such proceeds to be held for the general purposes of the parish.

Committee reports

St John's and St Katharine's Worship Committee

This group has returned to its pre-pandemic state: we meet every three months or so: Vicar, Reader, representatives of congregation, music and sacristy teams of St John's and St Katharine's. We plan regular and occasional, seasonal worship and build up a clear timetable of weddings and baptisms. The attendance of the Parish Administrator at these meetings helps with the smooth production of weekly pew sheets and special orders of service throughout the year. There is a regular pattern of worship according to the liturgical calendar, but we occasionally have to make decisions about Sunday worship when it proves difficult to find a celebrant for Holy Communion. Notes from each meeting are presented to the PCC who are apprised of any proposed changes.

Janet Caudwell

St John's Social Committee

Sadly the Social Committee hasn't really recovered its pre-pandemic vigour. Parish Lunches have not resumed : perhaps there is a sense that both those who provided the fortnightly lunches and our patrons (who were mostly from outside our congregation) have got out of the habit? The lack of Lent Lunches has been noted with dismay by a number of people. Certainly, if we're honest, we miss the person who used to organise us and galvanise us into action. However, the soup and refreshments are a notable feature of the monthly mini-market (and are organised without committee meetings!). Tea Time at St John's has resumed in a different form, and there has been fellowship over tea and cake following some worship. Coffee following Sunday morning worship is clearly valued. Food hygiene certificates are about to be renewed.

Janet Caudwell

St John's Pastoral Team

Pastoral oversight of St John's family continues to be shared between six members of the congregation. It's possible that you receive a Christmas card and/or a palm cross from the person who keeps an eye out for you. The pastoral team keep in touch mainly via emails, which are shared with Vicar and Churchwardens and other team leaders, and you may find updates on the prayer request section on the weekly pew sheet. During the pandemic we were probably rather more aware of each other, and telephone calls were more frequent. But we are conscious that some people have not felt able to come back to church and we do try to keep in touch.

Janet Caudwell

Stewardship report

First of all, grateful thanks to Judith Davies who finally stepped down from this role in 2022 after undertaking it for very many years.

The report this year is very similar to last year's: as ever we are extremely grateful to all of you who have continued to donate regularly to our income, but sadly we have once again lost several members during the year and others have once again had to revise their giving depending on personal circumstances, which means that the income from planned giving continues to decline – this year by just over 5%.

On a happier note, collections income – on-the-spot donations during services put in the collection plate or on the donation point – increased by a third.

Thank you all for your continued support. We hope for a more prosperous 2023 for us all.

Mandy Crook, Stewardship treasurer

Bennett Centre (St John's Church Hall) Report

2022 was the first complete year of operating the Centre post Covid-19 and although largely confined to the Great Hall, rents from general hire and other sources including donations and fundraising amounted to £21,800. Despite higher running costs, including gas and electricity, and the provision of the Wi-Fi service for hirers, alongside some further work on the fabric, we ended the year with a small surplus. The surplus is to be used during 2023 to help complete the flight of steps leading directly into the Cloister, which should aid hiring that space out.

We also installed a blackout blind to the large window in the Great Hall to ease sunshine problems. This was paid for by some generous donations. From historic grants we also completed and commissioned the fire alarm system which, after some initial hiccups, seems to be working as anticipated.

The remaining renovation work on the site is, essentially, new doors and windows for the Cloister and the internal and external wheelchair-capable lifts. Grants towards completing the work have been hard to find, but we are pressing on with that. We have had several donations towards the yard steps and hope to complete those in Spring 2023.

Our regular hirers continue with their support although there have been several changes during 2022 as the post-Covid world reopened. Sadly, the Food Hub, who operated throughout the Covid lockdowns providing a distribution service for farm fresh goods, found their volume dropped off significantly during 2022 and closed at the end of November.

Over the winter the Centre has hosted PCC and committee meetings and the church craft group to avoid heating the church (or sitting there in the cold).

We should also note that the musician who used the building during Covid-19 lockdown has departed owing rent and will no longer be part of the user community. This is largely due to the incompatibility of using the building as a recording space alongside general hire.

The volunteer management team would like to thank Janet Osborne who stood down at the end of May as our Lettings Officer having got the bookings fully launched after the re-opening.

The team, Mandy Crook, David Daniels, Christine Holland, Toby Witty and myself, would like the APCM to endorse our continuing to 2024. We would also like the APCM to consider if anyone else would care to join the team to continue the return of the site to community use. There's no specific requirement for volunteers to be church folk, and a younger element would be welcomed.

Peter Connew, Management Committee, Bennett Centre

Charity/Trust funds

Income and expenditure accounts 2022

Notes:

1. For information only – these do not form part of the PCC's annual report.

2. Some of the Trusts and Charities result from the merging of a number of smaller old Trusts and Charities and the descriptive wording relating to purpose for which held is indicative rather than being a full statement of the purposes for which the relevant funds may be applied.

St John the Baptist Church, Frome

Charity/Trust Funds Year Ending 31/12/2022

Charity/Trust	B/F 01/01/2022	Income	Interest	Total Income	Expenditure	Surplus/ Deficit	C/F 31/12/2022	
Charity Funds								
1 Byard	7.15	31.33	0.04	31.37	0.00	31.37	38.52	Education
2 Taunton	852.12	568.41	2.05	570.46	34.63	535.83	1,387.95	Choir
4 T Smith	2,166.09	568.15	3.79	571.94	0.00	571.94	2,738.03	St Thomas' Alms
12 Singer	314.95	54.69	0.21	54.90	250.00	(195.10)	119.85	Bennett Memorial Service
14 Leversedge	314.26	300.69	0.92	301.61	0.00	301.61	615.87	Fabric
17 Baily	3,177.10	0.00	3.21	3.21	113.88	(110.67)	3,066.43	Clock, Carillon, Bells
19 Hutchings	1,340.01	304.80	2.12	306.92	0.00	306.92	1,646.93	Hutchings Grave
	8,171.68	1828.07	12.34	1,840.41	398.51	1,441.90	9,613.58	
Trust Funds								
21 W Baily	2,354.60	0.00	2.19	2.19	0.00	2.19	2,356.79	Bennett Memorial
22 Via Crucis	452.02	0.00	0.42	0.42	0.00	0.42	452.44	
23 Bennett Grave	132.23	0.00	0.12	0.12	0.00	0.12	132.35	
25 Foster	665.91	0.00	0.63	0.63	0.00	0.63	666.54	Easter Flowers
	3,604.76	0.00	3.36	3.36	0.00	3.36	3,608.12	
Total Funds	11,776.44	1,828.07	15.70	1,843.77	398.51	1,445.26	13,221.70	

Accounts



Frome Deanery
Wells Archdeaconry
Diocese of Bath and Wells



Annual Report
and
Financial Statements
of the
**Parochial Church Council of the Ecclesiastical
Parish of Frome Selwood**
(Registered Charity number 1133925)
otherwise
Frome St John the Baptist PCC
for the year ended
31st December 2021

Office: St John's Parish Office, St John's Cottage, 1 Church Steps, Frome, Somerset BA11 1PL

Website: www.sjfrome.co.uk Email: administrator@sjfrome.co.uk

Facebook: [FromeStJohntheBaptist](https://www.facebook.com/FromeStJohntheBaptist) Twitter: [@FromeStJohnBapt](https://twitter.com/FromeStJohnBapt)

Incumbent : The Revd Colin Alsbury, St John's Vicarage, Vicarage Close,
Christchurch Street East, Frome, Somerset BA11 1QL

Email: colin.alsbury@btinternet.com

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Auditor: B.O.A. Accountancy Ltd t/as Berkeley Hall Ltd, Unit 2, Southgate, Commerce Park,
Frome BA11 2RY

Architect: George Chedburn, Chedburn Dudley, Glove Factory Studios, Brook Lane, Holt, Bradford on
Avon BA14 6RL

Legal advisors: FDC Law, 21 Bath Street, Frome BA11 1DJ

Bank: NatWest Bank, 4 Market Place, Frome, Somerset BA11 1AE

The Church of St John the Baptist at Frome Selwood is of ancient foundation, being founded as a mission church by St Aldhelm in AD 685. A royal church in its early years, the patronage passed in the middle ages to Cirencester Abbey and then at the reformation into the hands of the Thynne family at Longleat, who delivered the patronage to the Diocese of Bath and Wells (Board of Patronage) in the late 1930s.

The benefice of Frome St John is currently held in plurality with that of St Katharine, East Woodlands.



Ministry

Vicar: Revd Colin Alsbury MA
Readers: Mrs Janet Caudwell MA
 Ms Ross Frooms

Parochial Church Council (PCC)

The role of the PCC

St John's PCC has the responsibility of co-operating with the incumbent in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Charitable status of the PCC

In 2009 the PCC, previously excepted from registration, registered with the Charity Commission, and the registration process was completed in early 2010.

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Mission statement

Our mission and ministry:

'Seven whole days, not one in seven'

Cherishing our inheritance of Christian faith and worship,
we strive to welcome all
and share the joy of the Gospel message in Christ,
through concern for the wholeness of individuals
and active involvement in community life in all its diversity.

PCC Membership 2021

Clergy:

Revd Colin Alsbury (Vicar, Deanery Synod & Surrogate)

Churchwardens (elected annually):

Mr Neil McCormick

Mr Terry Bushell

Deanery Synod Members:

Mrs Lois Bushell (Lay Dean of Frome Deanery, Diocesan Synod, Deanery Synod 2020-23)

Ms Ross Frooms (Deanery Synod 2020-23)

PCC members elected until 2022:

Mrs Amanda Crook (PCC 2019-22, PCC Secretary to 31 July 2021)

Ms Ross Frooms (PCC 2019-22)

Mrs Elaine Gilbert (PCC 2020-22, elected 2020)

PCC members elected until 2023:

Mrs Christine Holland (PCC 2020-23, PCC Treasurer)

Mr Neil McCormick (PCC 2020-23)

Mrs Kathryn Yeaman (PCC 2020-23)

PCC members elected until 2024:

Mr Peter Connew (PCC 2021-24, Lay Chair of PCC)

Mr Brian Essex (PCC 2021-24)

Ms Angela Pater (PCC 2021-24, PCC Secretary from 1 August 2021)

Readers (appointed annually):

Mrs Janet Caudwell

Ms Ross Frooms

Note: Within the Frome Town Group Ministry the other incumbents are also entitled to attend and take part in, but not have any vote in, the proceedings of any PCC meeting:

Revd Liz Dudley Christ Church & St Mary's

Revd Graham Owen Holy Trinity

Other PCC officers and appointees

Senior servers	Mr Peter Connew
Choir leader	Mrs Rosemary McCormick
Sacristy	Mrs Marian Alsbury
Tower captains	Mr Andy Mead
Flower co-ordinator	Mrs Elaine Gilbert
Hon archive supervisor	Vacant (c/o Incumbent)
Safeguarding officer	Mrs Judith Davies
Health & safety issues	Mr Brian Essex, succeeding Mr Peter Connew
Electoral roll officer	Mr Neil McCormick
Stewardship	Mr Peter Davies & Mrs Judith Davies
Magazine editors	Mrs Amanda Crook
Church administrator	Mrs Karolyn Curle

Committees

The PCC operates through a number of committees, which meet between full meetings of the PCC. The Vicar is a member of all committees ex-officio. Though most members of committees are also on the PCC, membership of committees is open to persons who are not members of the PCC.

Standing Committee

This is the only committee required by law. The Vicar and Churchwardens are ex-officio members, and the PCC appoints a further two members. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC.

Worship Committee (jointly with Woodlands St Katharine)

This committee co-ordinates the efforts and vision of all those involved in preparing and leading our worship, meeting every couple of months. It makes recommendations to the PCC on any change or development in our pattern of worship.

Social Committee

This committee oversees and organises events to build fellowship within the life of the parish.

Note: The *Restoration Joint Committee* is not a sub-committee of the PCC alone but forms a partnership with the separate associated registered charity 'Frome St John Restoration Fund'.

Collaborative ministry

Frome St John the Baptist and Woodlands St Katharine, as benefices held in plurality and sharing the same incumbent, co-operate through sharing a parish magazine, a worship committee and a safeguarding officer, and through other joint events. Under a Bishop's direction those qualified to marry in any one of the parishes may marry in either.

On 26th September 2018 Bishop's Council approved a Scheme creating a Joint PCC for the two benefices to which the separate PCCs are delegating a number of areas of responsibility including safeguarding, health & safety and publicity.

The parishes of the Frome Town Group are able to collaborate through a Group Council. In order to balance the pastoral care responsibilities of the benefices within the town there is a working agreement in place whereby some parts of Christ Church parish are cared for by Holy Trinity and St John's.

The parish is committed to working with ecumenical partners and hosts a monthly prayer meeting for members of Frome area congregations. The former network of Frome Area Christians Together (FACT) will in due course need to be replaced by a new ecumenical body.

The Clergy of the Frome Deanery meet regularly as Clergy Chapter for worship, study and fellowship.

By the end of 2021 it had become clear that some significant changes in patterns of clergy deployment will be needed across the Diocese following the financial challenges of the pandemic and it is expected that many serious questions about the reshaping of patterns of ministry will need to be faced during 2022.

Inclusive Church

On 27th September 2018 the application by the PCC of Frome St John the Baptist parish church to be recognised as part of Inclusive Church was accepted.

Inclusive Church is a network of churches, groups and individuals uniting together around a shared vision:

‘We believe in inclusive Church - church which does not discriminate, on any level, on grounds of economic power, gender, mental health, physical ability, race or sexuality. We believe in Church which welcomes and serves all people in the name of Jesus Christ; which is scripturally faithful; which seeks to proclaim the Gospel afresh for each generation; and which, in the power of the Holy Spirit, allows all people to grasp how wide and long and high and deep is the love of Jesus Christ.’

Further information is available at <https://www.inclusive-church.org/>



Major Churches Network

For many years there was a somewhat self-defined Greater Churches Network where those involved with the more significant churches, in terms of size and heritage, have shared support and areas of common interest.

In 2016 a report funded by Historic England and supported by the Church Buildings Council and Heritage Lottery Fund was published which aimed to investigate the problems faced by Major Churches and suggest ways of supporting them. The new national definition of a Major Church includes such factors as its listing grade (I or II*) and its size (over 1000 sqm footprint). Some 300 churches fall into this category nationally, of which Frome St John the Baptist is one of just seven in the Diocese of Bath & Wells.

The Church Buildings Council recognise that such Major Churches face issues normally associated with cathedrals, but with parish church-sized resources. Part of the support given to Major Churches will come through assistance in developing a comprehensive Conservation Management Plan.

The Greater Churches Network re-formed in 2019 as the Major Churches Network (MCN), with regional meetings being held, in order to support Major Churches in management, mission and ministry.

Following limitations on activity during the covid pandemic a relaunch of the Major Churches Network is planned for summer of 2022.

PCC funds

Apart from the General Fund, which is unrestricted in use, the following funds are held by the PCC:

Unrestricted funds that have been designated:

- (a) holding of legacy monies received
- (b) administration of the Parish Office and printing accounts.

Because of legal changes, from 1st January 2013 payments in respect of Parochial Fees belong to the PCC and DBF (Diocesan Board of Finance), and are managed by the PCC rather than the incumbent. Fees are therefore processed through the PCC accounts.

Restricted funds that hold:

- (a) monies received or donated for specific support of other charitable bodies
- (b) grants and payments received for specified works in the life of the parish
- (c) income from and relating to the management of the Bennett Centre – St John's Church Hall. (From 1 Jan 2008 the terms of any letting income for the hall are that it shall be applied first for the maintenance, upkeep and running of the Centre.)

Associated or related non-PCC funds

The following funds are not under the control of the PCC but are held for purposes within or connected with the life of the parish of Frome St John:

Frome St John Restoration

Established by a Trust Deed in July 1986 as the Friends of St John's, this is a separate registered charity (No 295057) whose objects are 'the maintenance and repair of the fabric of St John's Church and its surrounds'.

The Trustees of this associated charity are accountable directly to the Charity Commissioners for its funds, and notes of their work do not form part of the PCC Annual Report. Their Annual Meeting was held on 8th May 2022.

The report of their Trustees is separately available.

Sacristy Fund

Under the terms of a bequest from Rose Hunt a capital sum is held by the Diocesan Trustees, and the income is paid to the parish for the upkeep of vestments etc.

'Vicarage Garden' Trust fund

This fund, which arose from the sale of land adjoining the former vicarage garden, is held by the Diocesan Trustees for the benefit of the Church School.

Trusts and bequests in the care of the Incumbent/Churchwardens

The following funds are in the care of the Incumbent or the Incumbent and Churchwardens:

Charities Funds

Byard (Education), Taunton (Music), T Smith (Alms), Singer (Bennett Services), Liversedge (Fabric), Baily (Clock, Carillon, Bells), Hutchings (Grave & Fabric)

Trust Funds

W Baily (Bennett Memorial), Via Crucis, Bennett Grave, Foster (Flowers)

The accounts of these Trusts and Charities were received at the Annual Meeting of Trustees on 8th March 2022. They are included here on page 26, but for information only. They do not form part of the PCC's Annual Report.

Strategy for Mission and Ministry: 'Seven Whole Days ...'

Congregation	to grow as a viable, sustainable community of worship, ministry & mission
<i>Worship</i>	to maintain and develop a rich variety of worship
<i>Nurture</i>	to establish an effective programme of all-age learning and growth
<i>Fellowship</i>	to provide and enjoy regular social events
<i>Membership</i>	to affirm a sense of belonging, encouraging new membership and maintaining accurate and up to date membership records
<i>'One Holy, Catholic & Apostolic Church</i>	to draw strength from and contribute to the wider life of the Church
<i>Plurality of St John & Woodlands</i>	to share resources effectively
<i>Group Ministry</i>	to share common policies and vision for the town
<i>Frome Area Christians Together</i>	to grow in mutual fellowship and ministry
<i>Deanery / Diocese</i>	to take an active role in the synodical process
<i>Wider Church</i>	to learn from and support the work of the wider church
<i>Mission partnerships</i>	to give a proportion of our income to support the wider mission and ministry of the Church and to welcome fresh understanding of our calling through learning from the life of the wider church
Community	to engage actively with the whole life of the community in which we are set
<i>Pastoral care</i>	to share people's joys and sorrows and provide appropriate care, support and guidance
<i>Prayer Network</i>	to hold in prayer all those whose needs are known to us
<i>Baptism</i>	to welcome all who would seek to begin their journey of faith
<i>Marriage</i>	to celebrate mutual love and commitment in marriage
<i>Bereavement</i>	to support people in the time of grief
Geographical parish	to engage with the ordinary life of the community that live, work or take their leisure within the parish
<i>Resident population</i>	to reach out in service and witness to the people of the parish
<i>Voluntary sector</i>	to know and be known by those working for the welfare of the local community
<i>Business community</i>	to value the people involved in the local economy, especially at Rogation and Harvest
Education	to affirm all involved in the work of education and support individuals of all ages in their learning and personal growth
<i>Church School</i>	to actively share in and contribute to the life of St John's School
<i>Church as a teaching resource</i>	to enable the use of the Church building for school visits and as a place where learning can be enriched
Heritage	to cherish the inheritance which is in our trust and provide as best we can for that inheritance to be maintained and developed
<i>The site & building</i>	to work creatively with heritage bodies to assure the future of a living site
<i>Parish archives</i>	to work with county archives and others to preserve our unique records
<i>Conservation & access</i>	to keep safe and ensure security of records, including provision of archive quality copies; to provide reasonable access to records, including provision of copies, finding aids and indices where possible
Visitors & tourism	to welcome casual visitors and organised visits and enrich the experience of their visit
<i>An open church – stewarding</i>	to maintain a team of volunteers who will be confident in explaining the history, life and mission of the parish
<i>Guides & literature</i>	to provide in accessible form a variety of literature which enrich people's visit
Music & the arts	to develop the offering of music and arts within worship and to host appropriate exhibitions and concerts throughout the year
<i>Frome Festival</i>	to work closely with the Festival organisers in promoting music and the arts

Statistics for Mission

A number of returns are made each year to the Diocese and Church Commissioners regarding membership, attendance and other aspects of church life.

Because of the impact of Covid-19, with periods of 'Lockdown' and other associated restrictions, many planned services, both regular and in terms of occasional offices, were not able to be held as usual in 2021.

At the end of 2021 the core worshipping community at St John's, defined as those who attend worship at least once a month, or would do so if not restricted by health or other reasons comprised 42 individuals, a decrease of 15 on the previous year:

<i>Children (0-10)</i>	<i>Youth (11-17)</i>	<i>Adult (18-69)</i>	<i>Older (70+)</i>	<i>Total</i>	
1	2	18	21	42	In 2021
1	2	29	25	57	In 2020

The number of baptisms, weddings and funerals were:

<i>Baptisms</i>	<i>2021</i>	<i>2020</i>
Under 1 year	0	2
Age 1-4	1	0
Age 5-10	0	1
Age 11+	0	0
<i>Total</i>	<i>1</i>	<i>3</i>

<i>Weddings</i>	<i>2021</i>	<i>2020</i>
Number of couples	1	0

<i>Funerals</i>	<i>2021</i>	<i>2020</i>
in church	2	3
at crematorium	8	7

The numbers attending Easter, Advent and Christmas services were:

<i>Easter Day</i>	<i>Communicants</i>	<i>Attending</i>
2021	24	24
2020	N/A	N/A

<i>Advent</i>	<i>For congregation & local community</i>	<i>For civic and school</i>
2021	55	0
2020	0	0

<i>Christmas</i>	<i>Communicants</i>	<i>Attending</i>
2021	33	35
2020	27	42

Electoral roll

The number on the church electoral roll for 2021 was 80.

Wardens' report on the fabric, ornaments and goods for 2021

As with last year, 2021 has been affected by the global Coronavirus Pandemic and work done to the fabric been largely minor or temporary, or the completion of work started earlier.

The replacement of the rainwater pipe near the south porch was completed as was the stonework at the top of the boiler chimney.

The largest item of work was the archaeological investigation under the floor of the nave, made possible by a grant from the St John's restoration Fund following initial investigation funded by the Culture Recovery Fund for Heritage. This showed evidence of a stone church, probably of the late Saxon period, that existed on the site before the structure built by the Abbot of Cirencester in the late 12th century. More precise dating of material recovered is awaited. A report on this has been placed on the church website.

Repairs were made to the gate leading to the Bennett Memorial.

Towards the end of the year, two of the figures around the outside of the pulpit were found to have pieces broken off. It is not known how this happened.

Also towards the end of the year the nave sanctuary carpet was replaced with a new carpet given in memory of Alan Fone.

Wi-Fi has been introduced to the church.

A new thurible has been acquired and has been inscribed in memory of Gerry Russell who died recently after many years as a server.

Further projects which remain under discussion include:

Installation of a Fall Arrest Line System on the roof

Improvements to the car parking in the forecourt.

Neil McCormick and Terry Bushell

Churchwardens 2021/2022

Report of the proceedings of the Parochial Church Council in 2021

The PCC held ten meetings in 2021, the first four on Zoom, and including a more strategic 'non-business' meeting in October. The year showed some return to normality, with meetings held in person for the PCC and the APCM from May. Standing agenda items at each meeting included Health & Safety, the Net Zero Carbon initiative and Safeguarding.

At the strategic meeting in October, members considered the role of the PCC's mission in 'Promoting in the parish the whole mission of the Church, pastoral, evangelistic, social, ecumenical', looking forward to where St John's may be by the 2030s. It was agreed that the key priorities for the next three-five years were: developing collaboration with other churches, increasing usage of the church space, and maintaining and developing the good standard of pastoral care.

Some successful Frome Festival events were held in Church in July, and the Church welcomed over 1000 visitors during the ten-day festival.

A church heritage video was completed, funded by the Cultural Heritage Recovery Fund and is available online on the Church website.

The PCC was sad to lose Mandy Crook as PCC Secretary at the end of July, after ten years of efficient service, but she continues to be involved in many aspects of church activities. Angela Pater was appointed as Secretary from 1 August.

Building work and repairs continued to be supervised by Peter Connew and the Churchwardens throughout the year. See separate Fabric report.

Brian Essex kindly took on the role of Health and Safety Officer during the year and continued with regular checks on safety of the building and equipment.

The church was successful in achieving a silver Eco Church award accreditation, with thanks due to Elaine Gilburd for managing the process. A report from Somerset Botany Group had been received as part of the Wilder Church initiative; around 130 species had been identified.

Regretfully it was decided, because of the COVID-19 pandemic, not to hold a well dressing service, or Spring or Christmas fairs. However, income was received from Red Planet for use of the Church and forecourt for filming of an episode of series 3 of the drama Sanditon.

There was one wedding during the year.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016: it has adopted and works to implement the House of Bishops' guidance on safeguarding children and vulnerable adults. The PCC has appointed a Parish Safeguarding Officer who can be contacted via email at administrator@sjfrome.co.uk or by post c/o The Parish Office. Further details are available on the website. The Diocese appointed a new Safeguarding Manager during the year, and a Diocesan strategy and policy were in development.

There were ongoing discussions at the PCC to improve School governor liaison. There was also discussion towards the end of the year about plans for Woodlands and future parish structures.

Angela Pater, Honorary Secretary

Statement of financial activities

For the year ended 31 December 2021

Frome St John the Baptist PCC

Statement of Financial Activities
For the year ended 31 December 2021

		Unrestricted	Restricted	Endowment	Total Funds	
		Funds	Funds	Funds	2021	2020
	Note	£	£	£	£	£
Incoming Resources						
<i>Incoming resources from donors</i>	2(a)	32,709.75	130.00	-	32,839.75	36,512.13
<i>Other voluntary incoming resources</i>	2(b)	8,288.06	18,073.71	-	26,361.77	12,366.22
<i>Income from charitable and ancillary trading</i>	2(c)	2,254.04	-	-	2,254.04	1,601.42
<i>Income from investments</i>	2(d)	5,280.77	-	-	5,280.77	2,506.54
<i>Other ordinary incoming resources</i>	2(e)	-	-	-	-	-
<i>Bennett Centre</i>	2(f)	10,155.48	1,391.07	-	11,546.55	6,376.06
<i>St Johns Cottage</i>	2(g)	5,450.00	1,985.63	-	7,435.63	12,221.51
Total Incoming Resources		<u>64,138.10</u>	<u>21,580.41</u>	<u>-</u>	<u>85,718.51</u>	<u>71,583.88</u>
Resources Used						
<i>Grants</i>	3(a)	315.00	130.00	-	445.00	665.00
<i>Activities directly relating to the work of the church</i>	3(b)	42,984.39	17,973.71	-	60,958.10	59,130.91
<i>Fund-raising and publicity</i>	3(c)	250.23	340.57	-	590.80	-
<i>Church management and administration</i>	3(d)	2,974.49	-	-	2,974.49	3,019.99
<i>Bennett Centre</i>	3(e)	8,393.84	1,605.33	-	9,999.17	12,209.85
<i>St Johns Cottage</i>	3(f)	5,350.11	1,985.63	-	7,335.74	4,426.01
Total Resources Used		<u>60,268.06</u>	<u>22,035.24</u>	<u>-</u>	<u>82,303.30</u>	<u>79,451.76</u>
Net Incoming/(Outgoing) Resources		3,870.04	(454.83)	-	3,415.21	(7,867.88)
Balances brought forward at 1 January 2021 (2020)		<u>31,248.19</u>	<u>9,873.11</u>	<u>-</u>	<u>41,121.30</u>	<u>48,989.18</u>
Balances Carried Forward at 31 December 2021 (2020)		<u>35,118.23</u>	<u>9,418.28</u>	<u>-</u>	<u>44,536.51</u>	<u>41,121.30</u>

Balance Sheet at 31 December 2021

Frome St John the Baptist PCC

Balance Sheet at 31 December 2021

	Note	2021 £	2020 £
Fixed Assets			
Tangible Fixed Assets	5	-	-
Current Assets			
Debtors	7	11,376.95	12,172.46
Prepayments		697.97	3,877.98
Bank and cash accounts		<u>56,257.90</u>	<u>75,095.30</u>
		68,332.82	91,145.74
Liabilities			
Amounts falling due within one year	8	23,389.90	36,123.45
Accruals water2business		30.91	21.41
Deferred income - magazine advertisements		49.50	98.00
Deferred Income - Culture Recovery Fund for Heritage			12,911.73
Deferred income rent		316.00	449.85
Rental Deposit		10.00	420.00
		<u>23,796.31</u>	<u>50,024.44</u>
Net Current Assets		44,536.51	41,121.30
Net Assets		<u>44,536.51</u>	<u>41,121.30</u>
Funds	6		
Unrestricted		35,118.23	31,248.19
Restricted		9,418.28	9,873.11
Endowment		-	-
		<u>44,536.51</u>	<u>41,121.30</u>
			0.00

Approved by the Standing Committee of the Parochial Church Council on 9 May 2022 and signed on its behalf by:

Revd Colin Alsbury, Vicar and Chair of PCC

Notes to the financial statements

for the year ended 31 December 2021

Frome St John the Baptist PCC
Notes to the Financial Statements
For the year ended 31 December 2021

1 Accounting Policies - See Appendix

2 Incoming Resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2021 £	2020 £
2(a) Incoming resources from donors					
Planned giving:					
Tax efficient planned giving	20,122.50	-	-	20,122.50	21,874.17
Other planned giving	5.00	-	-	5.00	5.00
Gift Aid - planned giving+small donations	6,383.31	-	-	6,383.31	6,856.96
Collections at all services	2,964.31	-	-	2,964.31	2,986.50
Sundry donations	3,234.63	130.00	-	3,364.63	4,789.50
	<u>32,709.75</u>	<u>130.00</u>	<u>-</u>	<u>32,839.75</u>	<u>36,512.13</u>
2(b) Other voluntary incoming resources					
Legacies	-	-	-	-	-
Culture Recovery Fund for Heritage	-	11,907.53	-	11,907.53	3,075.00
Historic England	-	3,050.00	-	3,050.00	-
HMRC JRS Grant	-	-	-	-	1,921.22
LPOW Grant Scheme	-	610.00	-	610.00	-
MDC - LA Discretionary Grant	4,335.00	-	-	4,335.00	5,320.00
MDC - CBLP Grant	2,950.00	-	-	2,950.00	-
St John's Charities	-	384.00	-	384.00	1,260.00
St John's Fees AC	-	-	-	-	475.00
St John's Restoration Fund	-	2,022.18	-	2,022.18	-
Fairs and other fundraising events	1,003.06	100.00	-	1,103.06	315.00
	<u>8,288.06</u>	<u>18,073.71</u>	<u>-</u>	<u>26,361.77</u>	<u>12,366.22</u>
2(c) Income from charitable and ancillary trading					
Printing account including magazine	691.04	-	-	691.04	1,014.92
Bookstall/Trading	217.00	-	-	217.00	42.50
Fees	1,346.00	-	-	1,346.00	544.00
	<u>2,254.04</u>	<u>-</u>	<u>-</u>	<u>2,254.04</u>	<u>1,601.42</u>
2(d) Income from investments					
NS&I account	0.04	-	-	0.04	3.15
COIF Charity Funds	2.68	-	-	2.68	58.09
Bank Interest	467.20	-	-	467.20	526.15
Rent (Church and Forecourt)	4,810.85	-	-	4,810.85	1,919.15
	<u>5,280.77</u>	<u>-</u>	<u>-</u>	<u>5,280.77</u>	<u>2,506.54</u>
2(e) Other ordinary incoming resources					
Insurance claim	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
2(f) Bennett Centre					
Donations					
General	327.00	400.00	-	727.00	256.50
Gift Aid					
General	56.75	-	-	56.75	49.55
Culture Recovery Fund for Heritage	-	918.57	-	918.57	727.97
Fundraising					
General	40.55	72.50	-	113.05	-
Rent	9,728.75	-	-	9,728.75	5,292.95
Bank Interest	2.43	-	-	2.43	49.09
	<u>10,155.48</u>	<u>1,391.07</u>	<u>-</u>	<u>11,546.55</u>	<u>6,376.06</u>
2(g) St John's Cottage					
Grants					
St Thomas Alms	-	-	-	-	-
MDC CBLP Grant	1,050.00	-	-	1,050.00	-
MDC Local Restrictions Support Grant	-	-	-	-	1,334.00
MDC LA Discretionary Grant	-	-	-	-	4,680.00
Culture Recovery Fund for Heritage	-	1,985.63	-	1,985.63	385.30
Rent	4,400.00	-	-	4,400.00	5,450.00
water2business credit	-	-	-	-	372.21
	<u>5,450.00</u>	<u>1,985.63</u>	<u>-</u>	<u>7,435.63</u>	<u>12,221.51</u>
Total Incoming Resources	64,138.10	21,580.41	-	85,718.51	71,583.88

Notes to the financial statements
for the year ended 31 December 2021 (Continued)

Frome St John the Baptist PCC
Notes to the Financial Statements (continued)
For the year ended 31 December 2021

3 Resources Used

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2021 £	2020 £
3(a) Grants					
Missionary and charitable giving:					
Church overseas	-	-	-	-	-
Home missions and other Church Societies	-	-	-	-	-
Secular charities and other charitable giving	315.00	130.00	-	445.00	665.00
	<u>315.00</u>	<u>130.00</u>	<u>-</u>	<u>445.00</u>	<u>665.00</u>
3(b) Activities directly relating to the work of the church					
Ministry					
Parish share	25,250.00	-	-	25,250.00	32,556.00
Ministry expenses	911.50	-	-	911.50	1,589.10
Church running costs	7,540.17	1,514.78	-	9,054.95	9,361.97
Church maintenance	3,063.10	1,171.50	-	4,234.60	3,692.35
Upkeep of services	82.06	-	-	82.06	169.56
Upkeep of churchyard/forecourt	-	-	-	-	-
Salaries and Honorarium	4,795.20	1,564.50	-	6,359.70	6,457.50
Extra-ordinary expenditure	-	-	-	-	5,304.43
3D video	-	1,225.00	-	1,225.00	-
Archaeological excavations, reports	196.61	2,289.85	-	2,486.46	-
Drawings for Welcome Area	198.00	990.00	-	1,188.00	-
Nave floor investigation works	583.75	3,634.10	-	4,217.85	-
Donation station, WiFi installation	364.00	1,923.98	-	2,287.98	-
Chimney, rainwater pipe works	-	3,660.00	-	3,660.00	-
Depreciation on tangible fixed assets	-	-	-	-	-
	<u>42,984.39</u>	<u>17,973.71</u>	<u>-</u>	<u>60,958.10</u>	<u>59,130.91</u>
3(c) Fund-raising and publicity					
Digital giving - service/transaction fees	84.55	-	-	84.55	-
Costs of fairs and other fund-raising events	-	-	-	-	-
Frome Festival	-	-	-	-	-
Flowers	-	340.57	-	340.57	-
Other	165.68	-	-	165.68	-
	<u>250.23</u>	<u>340.57</u>	<u>-</u>	<u>590.80</u>	<u>-</u>
3(d) Church management and administration					
Administration:					
Printing, stationery (incl Stew'ship envelopes)	853.55	-	-	853.55	782.98
Fees, subscriptions	1,358.58	-	-	1,358.58	1,436.48
Printing account	762.36	-	-	762.36	800.53
	<u>2,974.49</u>	<u>-</u>	<u>-</u>	<u>2,974.49</u>	<u>3,019.99</u>
3(e) Bennett Centre					
Admin	183.42	-	-	183.42	118.27
Running costs	4,766.79	478.57	-	5,245.36	4,950.18
Maintenance	2,874.51	640.00	-	3,514.51	965.83
Signage/Leaflets	-	-	-	-	-
Extra-ordinary expenditure	-	-	-	-	50.00
Cloister Lampshades	115.52	-	-	115.52	-
Table trolleys	453.60	-	-	453.60	-
Cloister project	-	486.76	-	486.76	-
GW Grant project works	-	-	-	-	6,125.57
	<u>8,393.84</u>	<u>1,605.33</u>	<u>-</u>	<u>9,999.17</u>	<u>12,209.85</u>
3(f) St John's Cottage					
Running costs	2,360.19	378.98	-	2,739.17	3,416.10
Maintenance	2,667.80	-	-	2,667.80	1,009.91
1a Church Steps refurbishment	322.12	1,606.65	-	1,928.77	-
	<u>5,350.11</u>	<u>1,985.63</u>	<u>-</u>	<u>7,335.74</u>	<u>4,426.01</u>
Total Resources Used	<u>60,268.06</u>	<u>22,035.24</u>	<u>-</u>	<u>82,303.30</u>	<u>79,451.76</u>

Notes to the financial statements for the year ended 31 December 2021 (continued)

Frome St John the Baptist PCC

Notes to the Financial Statements (continued) For the year ended 31 December 2021

4 Staff Costs	2021	2020
	£	£
Salaries and Honorarium	6,359.70	6,457.50
During the year the PCC employed a choir leader and parish secretary. Remuneration for others, eg organist, is under contract for services.		

- 5 Fixed Assets for use by the PCC**
No items retaining any net book value are currently held.

6 Analysis of Net Assets by Fund

	Unrestricted Funds £	Restricted Funds £	Endowment Fund £	Total £
Fixed Assets	-	-	-	-
Current Assets	57,589.56	10,336.85	-	67,926.41
Current Liabilities	(22,471.33)	(918.57)	-	(23,389.90)
Fund Balance	<u>35,118.23</u>	<u>9,418.28</u>	<u>-</u>	<u>44,536.51</u>

7 Debtors	2021	2020
	£	£
Debtors	11,376.95	12,172.46
	<u>11,376.95</u>	<u>12,172.46</u>

8 Liabilities		
Amounts falling due within one year		
Creditors for goods and services	1,577.43	1,630.90
Other creditors	21,812.47	34,492.55
	<u>23,389.90</u>	<u>36,123.45</u>

- 9 Reserve**
On current policy and figures, unrestricted funding of £31,800 is the baseline for a working reserve at 31/12/2021.
The balance of unrestricted funds at year end was only just in excess of this threshold.

- 10 2021 Surplus**
The small surplus relates to cost centres, the Bennett Centre and St John's Cottage, where there is foreseeable expenditure of that order.

- 11 Known liabilities for 2022 and beyond**
There is a very limited balance of General Account funds beyond working reserve and therefore all works entered into within 2022 need to have funding sources identified before commencement.
Grant funded work for the Bennett Centre continues with £3,440.13 grant money in hand. Further grants are being sought.

- 12 Bank Interest**
Interest for the fourth quarter of 2021 for some accounts was not been received by end of March 2022 due to delays in banks crediting interest whilst interest rates were so low.

- 13 Church Insurance**
Payment of Church insurance is by Direct Debit.
At year end insurance for the Bennett Centre and St John's Cottage also moved to payment by Direct Debit.

- 14 Parish Share**
Current cash flow allows only part of the Parish Share to be paid by Direct Debit.
The 2021 figure for Parish Share was £30,303 but only £25,250 of this was able to be paid to the Diocese.
The balance of Parish Share remaining is a moral not a legal liability.

- 15 LPOW Grant Scheme**
It has become clear that VAT on investigative works can only be claimed once a resulting works contract has begun. Some VAT on floor investigation works may therefore become claimable at a future date.

- 16 Parish Giving**
Our policy has been that 10% of stewardship giving has been donated to home missions and overseas aid but there were insufficient funds generally to allow donations to be made at present.
Separate Vicar and Church Wardens' Charities and Trust Fund accounts continue to make grants as appropriate as do Social Committee and some generous individuals from time to time.

Appendix to the statement of financial activities

Accounting policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 together with applicable accounting standards and the Charities SORP.

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

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

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

Incoming resources

Voluntary income and capital sources:

- (1) Collections are recognised when received by or on behalf of the PCC.
- (2) Planned giving receivable under covenant is recognised only when received.
- (3) Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.
- (4) Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.
- (5) Funds raised by fetes, garden parties and similar events are accounted for gross.
- (6) Sales of books and magazines from the church bookstall are accounted for gross.

Other ordinary income: Rental income from the letting of the church premises is recognised when the rent is due.

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

Gains and losses on investments: Realised gains and losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Resources used

Grants: Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the church: The diocesan quota or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

Prepayments: Prepayments below the threshold of £75 and non-recoverable payments less than £100 are generally treated as payment at the time rather than being apportioned over relevant years.

Fixed assets

Consecrated land and buildings and movable church furnishings:

- (1) Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.
- (2) No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the statement of financial activities (SOFA) and separately disclosed.

Other fixtures, fittings and office equipment: Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £2,500 or less are written off when the asset is acquired. Items that have had no net book value for a clear financial year are retained on the inventory but no longer listed on the accounts.

The Bennett Centre depreciation policy was reviewed on 30 November 2021 and provides that a financial reserve be built up by depreciating its capital contents. The depreciation would be calculated on items or group of like items with a purchase price in excess of £300.

Investments: Investments are valued at market value at 31 December.

Current assets:

- (1) Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.
- (2) Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

Additional notes regarding accounting policies

Listed Places of Worship Grant Scheme

Monies recoverable under this scheme have been identified as debtors to the parish until the monies are received. Changed policy includes a risk that not all claimable VAT expenditure will be subject of a grant in compensation. Whilst VAT expended which may be or is the subject of a claim will continue to be shown as debtors there will be a future risk of non receipt. Such non receipt will be shown as a bad debt within the accounts.

Employment

Persons employed (e.g. church administrator) and self-employed persons who contract to provide regular services (e.g. organists) have been grouped together for accounting purposes within salaries and honoraria. Such grouping together is of no bearing with regard to their employment status.

Reserves policy

A formal reserves policy has been adopted suggesting that a working reserve of unrestricted funds of the order of half the annual parish share plus three to four months other ordinary turnover is vital to sustain sensible cash-flow management. This is reinforced by cash flow modelling of income and expenditure through the year.

A further factor in management of reserves is that at 1 Jan a substantial sum of additional reserve (of the order of 20% of projected project cost) is required in years where substantial capital expenditure is planned involving reclaim of VAT under the government Listed Places of Worship grant scheme as the VAT has to be paid first and reclaimed later with some uncertainty now as to whether funds will always be fully recoverable due to changes in government policy.

Successive years of running at a deficit exhausted unrestricted reserves, and the PCC is now aiming to operate a balanced budget at all times. For 2021/2022, the reserve figure in line with our policy is £31,500.

The PCC will be looking to develop a modest working reserve so that some of the many important or desirable capital works and mission initiatives previously unable to be funded by the general funds of the PCC can be taken forward.

Policy documents

Policy documents – including a donations and fundraising policy document adopted in September 2014 – are available for inspection at the Open Door sessions in church (on the second Saturday of every month) or in the parish office.

Risk management

The PCC identified the following principal risk categories. The issues arising under these categories are reviewed annually.

Financial risk – *the most common category of risk and it is possible to measure many non-financial risks in terms of financial impact. Financial risks can be managed through budgets and internal financial procedures as well as strategic business and development plans, and management accounts.*

Cash flow management has been tightly managed through the recovery of the past few years and similar controls will remain in place to assure a firmer footing for future development..

Reputational risk – *can have an impact on parishes if, for example, unwelcome publicity hinders the mission of the Church.*

Statutory and legal requirements – such as health and safety, employment law, Equality Act, Charities Act, safeguarding (Child Protection and vulnerable adults) and associated matters which could lead to substantial liabilities arising from claims or other legal action.

Continuing vigilance with regard to Safeguarding policy has been an important aspect of work in close collaboration with the Diocesan Safeguarding Officer and other local churches through the Deanery and Frome Area Christians Together.

The PCC is committed to and complies with the National Safeguarding policies of the Church of England and those of the Diocese of Bath & Wells which require every PCC to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults (section 5 of the Safeguarding and Clergy Discipline Measure 2016).

A Fire Safety risk assessment and plan is in place.

The test of 'reasonable'-ness in the Equalities Act, Disability Discrimination Act and similar duties with regard to Health and Safety clearly requires any organisation to exercise due diligence at all times. We have a responsibility to recognise, plan and implement response to these issues as a priority claim on resources.

First Aid provision, emergency procedures, exit routes and related matters need to be regularly reviewed and all sidesmen, stewards and other responsible persons kept up to date in training.

New General Data Protection Regulations (GDPR) legislation came into force in 2018 (replacing the Data Protection Act), and the PCC has worked to take on board the implications of this new legislation with the Diocese providing training and support during 2018 so that relevant changes in policies and procedures can be implemented.

The PCCs of our parish and our associated parish at Woodlands recommended to their APCMs that a joint Benefice Church Council be established to lead in oversight of statutory and legal requirements that affect them both and that Scheme was approved by Bishops Council in September 2018.

Operational risk – relates to threats to the Church's ability to deliver its objectives due, for example, to damage to the church building.

Steps have been taken to reduce risk in this area in relation to alarm systems, stewarding at times of higher risk, etc.

Risk assessment can feel a negative process – it is also an opportunity to define priorities and imagine and develop strategies to overcome deficiencies.

Operational risk statement: Impact of Covid-19 in 2021 and beyond

In 2021 the global Covid-19 pandemic continued to provide an unanticipated level of operational risk to all manner of businesses, charities and churches. The loss of ability to function in the normal patterns of worship, fellowship, mission, use of premises etc, has had significant consequences, and it is likely that aspects of 'normal' functioning may not fully return until well into 2022 at the earliest.

For much of the year gathering for public worship has been significantly restricted. Alternatives were provided using online facilities such as YouTube and Zoom. Such mitigation is only partially effective as there are a number of people without online access and whilst regular emails and postal mailings have been sent out there will be a number of people who will have lost contact with the life of the parish. The pastoral team have made considerable effort to mitigate this by trying to keep in touch with people by phone or otherwise.

The provision of occasional offices has been severely affected. Many bereaved families have only been able to hold modest limited services remembering their loved ones; A significant number of couples have had wedding plans thrown into confusion resulting in postponements, or very small ceremonies. Hardly any baptisms have been possible. The consequent impact on the wider network of those who feel St John's to be 'their' church cannot yet be assessed, but some loss of engagement and support seems inevitable.

As restrictions have eased a significant number of regular hires of our premises, especially the Bennett Centre, have returned resulting in a return towards more normal levels of income. Most fundraising events have not been able to proceed.

Key steps in planning the process of managing the situation and planning ahead for the process of recovery include:

- regular reviewing of guidance and risk assessments to enable safe reopening when possible, recognising that both 'being safe' and 'feeling safe' aren't the same experience for everybody;
- use of Zoom for PCC and other meetings to ensure ongoing effective management;
- application for government grants administered by the local authorities in relation to business rated premises (St John's Cottage);
- application to the government's Culture Recovery Fund for Heritage to fund (between Oct 2020 and June 2021) some ongoing costs, provision of contactless giving facilities, installation of Wi-Fi at St John's, professional fees relating to improvement of the welcome area at the West End., and the filming of a 360° video of the church allowing virtual visits as well as providing a 'guide' to those visiting in person;
- Continuing provision of weekly services on Zoom which has allowed a number of folk who would in 'normal' times have difficulty attending services to be part of regular worship.

Rebuilding of fellowship and community as and when restrictions significantly ease will need to be a priority for the life of the parish. Particular thanks are due to the regular givers whose stewardship giving has remained near constant through this challenging time.

Colin Alsbury, Vicar

ST JOHN THE BAPTIST CHURCH FROME
PAROCHIAL CHURCH COUNCIL

Report and financial statements for the year ended 31st December 2021

We B O A Accountancy t/as Berkeley Hall Limited of Unit 2, Southgate, Commerce Park, Frome, report that we have carried out an examination in accordance with the Church Accounting Regulations 1998, the regulations made under Part IV of the Charities Act 1993 and in accordance with any applicable directions given by the charity commissioners.

In connection with this examination we can confirm that no matter has come to our attention which would give me reasonable cause to believe that in any material respect:

- A) The Council's accounting records have not been kept in accordance with Section 41 of the Charities Act 1993 and with above regulations.
- B) That the accounts do not accord with those records.
- C) The statement of accounts which have been prepared on an accruals basis does not comply with any of the requirements.

No matter has come to my attention which in our opinion should be disclosed in the report in order to enable a proper understanding to be reached.



S A Smith ACA ATII

Property notes

Bennett Centre – St John's Church Hall

The Bennett Centre was built in 1854 as a school on land partly the site of the former Grammar School (of Edward VI foundation) and partly land acquired by Vicar Bennett that had been occupied by a number of small poor-quality dwellings. Below the Centre the spring and cistern that lay within the courtyard of those properties remain, evidencing the 18th century ground level. The site is held by the PCC, having been acquired for £5 under a conveyance of 19th May 1961, and is subject to a reversion clause should it cease to be used as a Church Hall or for church purposes. The book value to the PCC of the property is therefore limited to the sum of £5. The Centre has been significantly improved over recent years with two of three intended phases of works now effectively complete.

Churchyard and Curtilage

The ancient churchyard included the western half of the present nave and part of the present forecourt. The visible churchyard was officially closed for burials by Order in Privy Council in 1854 and the southern area substantially re-landscaped at that time. Somewhat irregularly, burials resumed and continued until the mid-20th century. The present-day care and maintenance of the (walled) churchyard, including trees, is the responsibility of the Mendip District Council, although the PCC remains responsible for the structure of the Via Crucis. Interment of ashes within the churchyard is allowed within the area along the eastern edge of the main churchyard and the PCC has worked through the DAC (Diocesan Advisory Committee) to remove the restriction that has been in place for some 30 years or so that such interments could not be marked in situ with memorial slabs.

Via Crucis

The extension of the churchyard to include the Via Crucis in the 1860s is the subject of a memorandum of Agreement dated 25th of September 1856 between the then Marquess of Bath and the then Vicar and Churchwardens. The Via Crucis is Listed in its own right, and structural repair work has qualified for the LPWG Scheme. The steps in this area have been repaired by Mendip District Council working with Somerset County Council, and occasional services of 'Stations of the Cross' are now held at the Via Crucis.

Blindhouse

The 'Blindhouse' in the corner of the southern churchyard appears to have been relocated to its position where what was Twattle Alley met Church Lane (as Blindhouse Lane was formerly known) in 1798. The re-ordered churchyard was consecrated in 1801 by the then Bishop of Bristol.

Forecourt

The forecourt as now seen was formed in about 1818 when Bath Street was cut. It includes an area of the old churchyard and land formerly parochial glebe and other properties belonging to the Vicar and Churchwardens. It was cleared on the north side between 1815 and 1818 and on the south side between 1826 and 1837. Somerset County Council maintains the highway through the forecourt under a licence agreement, and a further agreement from 1848 allows the owners of 8 Bath Street access to the rear of their property through the forecourt area.

Church Cottage

The Cottage site was conveyed to the Vicar and Churchwardens from the Longleat Estate, and since its use as the Verger's residence, it has been let in all or part to a variety of bodies. It has been managed by the PCC on behalf of the Vicar and Churchwardens and currently provides office space including our own parish office, and some storage. The PCC authorised significant works including

rewiring and relocation of the toilet in early 2019 ready for new users (Focus Counselling) to move in.

Church School

The school site is formed from a total of six parcels of land originally the site of the Rectorial Manor House and Tithe Barn of Frome and now vested in the Diocesan Board of Trustees as holding trustees on behalf of the owners, the Vicar and Churchwardens. One parcel is held under the School sites act for educational purposes having been given by the Lamb Brewery in 1932, but the remainder were purchased at various dates from 1910 to 1918 and in 1939 and are all held for general church purposes.

Chancel repair liability

By October 2013 all liability for Chancel Repair should be registered at the Land Registry as any land related liability remaining unregistered at that date will cease upon the next conveyance of that land.

Anciently the responsibility fell to Cirencester Abbey and was accepted by Longleat when they acquired the Rectory of Frome in the 16th century. Though Longleat is described as 'impropriate Rector' in the 1936 Tithe Act documentation, there is some lack of clarity concerning liability for Chancel Repair as it attached to the Rectorial Glebe of the parish and other properties listed in the relevant Schedule of Ascertainments. A lengthy and thorough period of investigations has revealed that the lands described as Rectorial Glebe in 1840 known as 'Hewish' near the present Frome station were acquired by the Wilts, Somerset and Weymouth Railway about 1846, and that area of land is now fragmented into a considerable number of separate ownerships. A copy of the Schedule of Ascertainments has also been obtained from the National Archives, and it lists several hundred parcels of land as having a proportionate liability. Many of these parcels have since that date been divided into further smaller parcels as development has taken place in the area.

In the light of guidance received through the Diocese and Church Commissioners, and following research as to the number of properties listed in the relevant Schedule of Ascertainments, the PCC decided in 2012 that no registration against properties in respect of Chancel Repair Liability will be made.

This decision has been made bearing in mind the administrative burden involved in identifying the many hundreds of properties that would be involved, the legal and other costs that would be incurred both in registration and in any future enforcement of the liability, and the reputational risk and pastoral consequences of registration against a substantial proportion of properties in the parish.

Christ Church Churchyard

The northern extension to the churchyard at Christ Church was originally conveyed to the parish of Frome St John the Baptist, and details of current title are awaiting clarification.

Mary Baily Playing Field

Although this field is vested in other parties and managed by the Town Council for recreational use by children, there is a clause in Mary Baily's will specifying that upon any breach of the trust upon which the land is held it will then be given over to the Vicar and Churchwardens of Frome St John the Baptist with power of sale and any such proceeds to be held for the general purposes of the parish.

Committee reports

St John's and St Katharine's Worship Committee

It has been good to meet together to plan our worship in church. In fact we have met rather more frequently than usual, planning a little way ahead, but leaving major decisions (especially about Christmas and Easter) until nearer the time. Gradually our choirs have returned; some aspects of worship have been modified. Early morning and mid-week Holy Communion services at St John's have re-appeared in a limited way. It is proposed that the administration of the Chalice be restored on Easter Day, for those who wish to receive wine. We clearly have a Zoom congregation: those who have chosen not to return to the church building, and others who join on an ad hoc basis. Therefore we will continue to plan our worship on-line and in church. The valiant efforts of all those who lead and contribute to our worship in so many ways (including some members of St John's congregation who have begun to take responsibility for some non Eucharistic services) is gratefully acknowledged.

Janet Caudwell

St John's Social Committee

Once again, the Social Committee which was at the centre of hospitality at St John's has not been active. Our fortnightly Parish Lunches and monthly 'Tea Time at St John's', together with other occasional activities (Harvest Supper/Christmas Lunch), have not taken place as Covid measures remain in place.

Coffee has now reappeared (instigated by members of the congregation) following the main Sunday Service and some refreshments are being cautiously planned as part of an Easter Day service and a Spring Fair.

Janet Caudwell

St John's Pastoral Team

We have continued to keep in touch, mainly via email and telephone. Each of the group has a list of members of the congregation. In this way we aim to keep in touch with everybody, especially when some people have not returned to church following the pandemic. Christmas cards, Palm Crosses, Mothering Sunday bunches and other greetings are delivered to people on our 'list'. Information is shared within the group and sometimes on the prayer list on the pew sheet. There are a number of St John's folk who still receive the weekly communications and the magazine, and join in the Sunday Zoom services. These we hope, still feel part of St John's family.

Janet Caudwell

Stewardship report

Once again, we have had another year when very little has been normal for church congregations. Luckily we have been able to have services in church which many parishioners have been able to attend, but even these have to be adapted to fit in with the rules. Thank you to all of you who have donated regularly to our income. Sadly we have lost several members during the year and others have had to revise their giving depending on personal circumstances. This means that total income is down about 8%.

Hopefully we will be able to have some fundraising events this year which will help. Thank you to all of you for your continued support

Mandy Crook is about to take over as Stewardship Treasurer – maybe she will be able to give a more optimistic report next year.

Judith Davies, Stewardship treasurer

Bennett Centre (St John's Church Hall) Report

2021 started in lockdown with restrictions lifted in April. All bookings at the Bennett Centre were cancelled with the exception of the Frome Food Hub.

The conclusion to last year's report referred to a third party expressing an interest in hiring the cloisters for three years and funding building work which potentially would give us a new entrance at the side of the building with disabled access, new windows and entrance doors in the cloister. Setting aside the car park, this would leave just the internal disabled lift to finish. Before Christmas 2020 we held two very positive meetings with them and we were hoping for progress in the New Year. COVID did not help the situation but they were very slow in responding to our messages. Eventually a reply came to us, apologising but also adding that there was a new CEO and major structural changes happening within the Charity. Following this we have not heard any more. At the time it seemed too good to be true, well maybe it was.

Along similar lines the question of lowering the car park seemed to hit a brick wall with Mendip District Council, who were busy with COVID and proposed changes to the way local government was going to be run in the future for Somerset. Until the latter is resolved, this issue will be very much on the back burner.

We opened for hirers when lockdown measures eased, somewhat in the dark as to whether anyone would return or potential new customers would emerge. Within weeks we were pleasantly surprised as many familiar faces returned to the centre and week by week more enquires were being sent to Janet. By summer things were getting very busy again and we were accommodating a wide range of activities for all age groups both within Frome and the surrounding area. This growth in bookings continued as we headed towards the end of the year. Janet receives on average 5 to 6 enquiries every day.

If we continue like this, barring any further lockdowns, it could be a promising year ahead. Let's wait and see.

With this in mind we will be concentrating on fundraising next year, renewing contact with the Diocese with regard to this (again they have been understandably preoccupied with COVID) as well as trying to accommodate as many hirers as possible.

David Daniels, Management Committee, Bennett Centre

Charity/Trust funds

Income and expenditure accounts 2021

Notes:

1. For information only – these do not form part of the PCC's annual report.
2. Some of the Trusts and Charities result from the merging of a number of smaller old Trusts and Charities and the descriptive wording relating to purpose for which held is indicative rather than being a full statement of the purposes for which the relevant funds may be applied.

St John the Baptist Church, Frome

Charity/Trust Funds Year Ending 31/12/2021

Charity/Trust	B/F 01/01/2021	Income	Interest	Total Income	Expenditure	Surplus/ Deficit	C/F 31/12/2021	
Charity Funds								
1 Byard	76.80	30.32	0.03	30.35	100.00	(69.65)	7.15	Education
2 Taunton	302.20	549.73	0.19	549.92	0.00	549.92	852.12	Choir
4 T Smith	1,612.02	553.58	0.49	554.07	0.00	554.07	2,166.09	St Thomas' Alms
12 Singer	361.94	52.89	0.12	53.01	100.00	(46.99)	314.95	Bennett Memorial Service
14 Leversedge	22.19	292.01	0.06	292.07	0.00	292.07	314.26	Fabric
17 Baily	3,560.74	0.00	0.36	0.36	384.00	(383.64)	3,177.10	Clock, Carillon, Bells
19 Hutchings	1,044.76	294.77	0.48	295.25	0.00	295.25	1,340.01	Hutchings Grave
	<u>6,980.65</u>	<u>1,773.30</u>	<u>1.73</u>	<u>1,775.03</u>	<u>584.00</u>	<u>1,191.03</u>	<u>8,171.68</u>	
Trust Funds								
21 W Baily	2,354.36	0.00	0.24	0.24	0.00	0.24	2,354.60	Bennett Memorial
22 Via Crucis	451.97	0.00	0.05	0.05	0.00	0.05	452.02	
23 Bennett Grave	132.22	0.00	0.01	0.01	0.00	0.01	132.23	
25 Foster	665.84	0.00	0.07	0.07	0.00	0.07	665.91	Easter Flowers
	<u>3,604.39</u>	<u>0.00</u>	<u>0.37</u>	<u>0.37</u>	<u>0.00</u>	<u>0.37</u>	<u>3,604.76</u>	
Total Funds	<u>10,585.04</u>	<u>1,773.30</u>	<u>2.10</u>	<u>1,775.40</u>	<u>584.00</u>	<u>1,191.40</u>	<u>11,776.44</u>	

Accounts



Frome Deanery
Wells Archdeaconry
Diocese of Bath and Wells



Annual Report
and
Financial Statements
of the
**Parochial Church Council of the Ecclesiastical
Parish of Frome Selwood**
(Registered Charity number 1133925)
otherwise
Frome St John the Baptist PCC
for the year ended
31st December 2020

Office: St John's Parish Office, St John's Cottage, 1 Church Steps, Frome, Somerset BA11 1PL

Website: www.sjfrome.co.uk Email: administrator@sjfrome.co.uk

Facebook: [FromeStJohntheBaptist](https://www.facebook.com/FromeStJohntheBaptist) Twitter: [@FromeStJohnBapt](https://twitter.com/FromeStJohnBapt)

Incumbent : The Revd Colin Alsbury, St John's Vicarage, Vicarage Close,
Christchurch Street East, Frome, Somerset BA11 1QL
Email: colin.alsbury@btinternet.com

Auditor: B.O.A. Accountancy Ltd t/as Berkeley Hall Ltd, Unit 2, Southgate, Commerce Park,
Frome BA11 2RY

Architect: George Chedburn, Chedburn Dudley, Glove Factory Studios, Brook Lane, Holt, Bradford on
Avon BA14 6RL

Legal advisors: FDC Law, 21 Bath Street, Frome BA11 1DJ

Bank: NatWest Bank, 4 Market Place, Frome, Somerset BA11 1AE

The Church of St John the Baptist at Frome Selwood is of ancient foundation, being founded as a mission church by St Aldhelm in AD 685. A royal church in its early years, the patronage passed in the middle ages to Cirencester Abbey and then at the reformation into the hands of the Thynne family at Longleat, who delivered the patronage to the Diocese of Bath and Wells (Board of Patronage) in the late 1930s.

The benefice of Frome St John is currently held in plurality with that of St Katharine, East Woodlands.



Ministry

Vicar: Revd Colin Alsbury MA

Readers: Mrs Janet Caudwell MA

Ms Ross Frooms

A number of retired priests with Permission to Officiate (PTO) have contributed to the ministry and worship of the parish.

Parochial Church Council (PCC)

The role of the PCC

St John's PCC has the responsibility of co-operating with the incumbent in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Charitable status of the PCC

In 2009 the PCC, previously excepted from registration, registered with the Charity Commission, and the registration process was completed in early 2010.

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Mission statement

Our mission and ministry:

'Seven whole days, not one in seven'

Cherishing our inheritance of Christian faith and worship,
we strive to welcome all
and share the joy of the Gospel message in Christ,
through concern for the wholeness of individuals
and active involvement in community life in all its diversity.

PCC Membership 2020

Clergy:

Revd Colin Alsbury (Vicar, Deanery Synod, Diocesan Synod, & Surrogate)

Churchwardens (elected annually):

Mr Neil McCormick

Mr Terry Bushell

Deanery Synod Members:

Mrs Lois Bushell (Deanery Synod 2020-23)

Ms Ross Frooms (Deanery Synod 2020-23)

PCC members elected until 2021:

Mr Peter Connew (PCC 2018-21, Lay Chair of PCC)

Mr Chris Lewis (PCC 2018-21)

Ms Angela Pater (PCC 2018-21)

PCC members elected until 2022:

Mrs Amanda Crook (PCC 2019-22, PCC Secretary)

Mr D Daniels (PCC 2019-2022, resigned 2020)

Ms Ross Frooms (PCC 2019-22)

Mrs Elaine Gilbert (PCC 2020-22, elected 2020)

PCC members elected until 2023:

Mrs Christine Holland (PCC 2020-23, PCC Treasurer)

Mr Neil McCormick (PCC 2020-23)

Mrs Kathryn Yeaman (PCC 2020-23)

Readers (appointed annually):

Mrs Janet Caudwell

Ms Ross Frooms

Note: Within the Frome Town Group Ministry the other incumbents are also entitled to attend and take part in, but not have any vote in, the proceedings of any PCC meeting:

Revd Liz Dudley (from Feb 2020) Christ Church & St Mary's

Revd Graham Owen Holy Trinity

Other PCC officers and appointees

Senior servers	Mr Peter Connew & Mr Gerry Russell
Organist	Ms Jackie Bevan
Choir leader	Mrs Rosemary McCormick
Sacristy	Mrs Marian Alsbury
Tower captains	Mr Andy Mead
Flower co-ordinator	Mrs Elaine Gilbert
Hon archive supervisor	Vacant (c/o Incumbent)
Safeguarding officer	Mrs Judith Davies
Health & safety issues	Mr Peter Connew
Electoral roll officer	Mr Neil McCormick
Stewardship	Mr Peter Davies & Mrs Judith Davies
Magazine editors	Mrs Amanda Crook
Church administrator	Mrs Karolyn Curle

Committees

The PCC operates through a number of committees, which meet between full meetings of the PCC. The Vicar is a member of all committees ex-officio. Though most members of committees are also on the PCC, membership of committees is open to persons who are not members of the PCC.

Standing Committee

This is the only committee required by law. The Vicar and Churchwardens are ex-officio members, and the PCC appoints a further two members. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC.

Worship Committee (jointly with Woodlands St Katharine)

This committee co-ordinates the efforts and vision of all those involved in preparing and leading our worship, meeting every couple of months. It makes recommendations to the PCC on any change or development in our pattern of worship.

Social Committee

This committee oversees and organises events to build fellowship within the life of the parish.

Note: The *Restoration Joint Committee* is not a sub-committee of the PCC alone but forms a partnership with the separate associated registered charity 'Frome St John Restoration Fund'.

Collaborative ministry

Frome St John the Baptist and Woodlands St Katharine, as benefices held in plurality and sharing the same incumbent, co-operate through sharing a parish magazine, a worship committee and a safeguarding officer, and through other joint events. Under a Bishop's direction those qualified to marry in any one of the parishes may marry in either.

On 26th September 2018 Bishop's Council approved a Scheme creating a Joint PCC for the two benefices to which the separate PCCs are delegating a number of areas of responsibility including safeguarding, health & safety and publicity.

The parishes of the Frome Town Group are able to collaborate through a Group Council. In order to balance the pastoral care responsibilities of the benefices within the town there is a working agreement in place whereby some parts of Christ Church parish are cared for by Holy Trinity and St John's.

The parish is committed to supporting the meetings and ministry of Frome Area Christians Together (FACT). Pending a review FACT has only operated on a limited basis in the past year or so. St John's has regularly afforded use of premises for FACT events and also for the HopeFrome coffee van that functioned on the forecourt alternate Friday nights.

The Clergy of the Frome Deanery meet regularly as Clergy Chapter for worship, study and fellowship.

Inclusive Church

On 27th September 2018 the application by the PCC of Frome St John the Baptist parish church to be recognised as part of Inclusive Church was accepted.

Inclusive Church is a network of churches, groups and individuals uniting together around a shared vision:

‘We believe in inclusive Church - church which does not discriminate, on any level, on grounds of economic power, gender, mental health, physical ability, race or sexuality. We believe in Church which welcomes and serves all people in the name of Jesus Christ; which is scripturally faithful; which seeks to proclaim the Gospel afresh for each generation; and which, in the power of the Holy Spirit, allows all people to grasp how wide and long and high and deep is the love of Jesus Christ.’

Further information is available at <https://www.inclusive-church.org/>



Major Churches Network

For many years there was a somewhat self-defined Greater Churches Network where those involved with the more significant churches, in terms of size and heritage, have shared support and areas of common interest.

In 2016 a report funded by Historic England and supported by the Church Buildings Council and Heritage Lottery Fund was published which aimed to investigate the problems faced by Major Churches and suggest ways of supporting them. The new national definition of a Major Church includes such factors as its listing grade (I or II*) and its size (over 1000 sqm footprint). Some 300 churches fall into this category nationally, of which Frome St John the Baptist is one of just seven in the Diocese of Bath & Wells.

The Church Buildings Council recognise that such Major Churches face issues normally associated with cathedrals, but with parish church-sized resources. Part of the support given to Major Churches will come through assistance in developing a comprehensive Conservation Management Plan.

The Greater Churches Network re-formed in 2019 as the Major Churches Network (MCN), with regional meetings being held, in order to support Major Churches in management, mission and ministry.

Through 2020 much useful information was disseminated through the MCN to support and guide churches as they faced the challenges arising from the Covid-19 pandemic.

PCC funds

Apart from the General Fund, which is unrestricted in use, the following funds are held by the PCC:

Unrestricted funds that have been designated:

- (a) holding of legacy monies received
- (b) administration of the Parish Office and printing accounts.

Because of legal changes, from 1st January 2013 payments in respect of Parochial Fees belong to the PCC and DBF (Diocesan Board of Finance), and are managed by the PCC rather than the incumbent. Fees are therefore processed through the PCC accounts.

Restricted funds that hold:

- (a) monies received or donated for specific support of other charitable bodies
- (b) grants and payments received for specified works in the life of the parish
- (c) income from and relating to the management of the Bennett Centre – St John's Church Hall. (From 1 Jan 2008 the terms of any letting income for the hall are that it shall be applied first for the maintenance, upkeep and running of the Centre.)

Associated or related non-PCC funds

The following funds are not under the control of the PCC but are held for purposes within or connected with the life of the parish of Frome St John:

Frome St John Restoration

Established by a Trust Deed in July 1986 as the Friends of St John's, this is a separate registered charity (No 295057) whose objects are 'the maintenance and repair of the fabric of St John's Church and its surrounds'.

The Trustees of this associated charity are accountable directly to the Charity Commissioners for its funds, and notes of their work do not form part of the PCC Annual Report. Their Annual Meeting was held on 16th March 2021.

The report of their Trustees is separately available.

Sacristy Fund

Under the terms of a bequest from Rose Hunt a capital sum is held by the Diocesan Trustees, and the income is paid to the parish for the upkeep of vestments etc.

'Vicarage Garden' Trust fund

This fund, which arose from the sale of land adjoining the former vicarage garden, is held by the Diocesan Trustees for the benefit of the Church School.

Trusts and bequests in the care of the Incumbent/Churchwardens

The following funds are in the care of the Incumbent or the Incumbent and Churchwardens:

Charities Funds

Byard (Education), Taunton (Music), T Smith (Alms), Singer (Bennett Services), Leversedge (Fabric), Baily (Clock, Carillon, Bells), Hutchings (Grave & Fabric)

Trust Funds

W Baily (Bennett Memorial), Via Crucis, Bennett Grave, Foster (Flowers)

The accounts of these Trusts and Charities were received at the Annual Meeting of Trustees on 16th March 2021. They are included here on page 26, but for information only. They do not form part of the PCC's Annual Report.

Strategy for Mission and Ministry: 'Seven Whole Days ...'

Congregation	to grow as a viable, sustainable community of worship, ministry & mission
<i>Worship</i>	to maintain and develop a rich variety of worship
<i>Nurture</i>	to establish an effective programme of all-age learning and growth
<i>Fellowship</i>	to provide and enjoy regular social events
<i>Membership</i>	to affirm a sense of belonging, encouraging new membership and maintaining accurate and up to date membership records
<i>'One Holy, Catholic & Apostolic Church</i>	to draw strength from and contribute to the wider life of the Church
<i>Plurality of St John & Woodlands</i>	to share resources effectively
<i>Group Ministry</i>	to share common policies and vision for the town
<i>Frome Area Christians Together</i>	to grow in mutual fellowship and ministry
<i>Deanery / Diocese</i>	to take an active role in the synodical process
<i>Wider Church</i>	to learn from and support the work of the wider church
<i>Mission partnerships</i>	to give a proportion of our income to support the wider mission and ministry of the Church and to welcome fresh understanding of our calling through learning from the life of the wider church
Community	to engage actively with the whole life of the community in which we are set
<i>Pastoral care</i>	to share people's joys and sorrows and provide appropriate care, support and guidance
<i>Prayer Network</i>	to hold in prayer all those whose needs are known to us
<i>Baptism</i>	to welcome all who would seek to begin their journey of faith
<i>Marriage</i>	to celebrate mutual love and commitment in marriage
<i>Bereavement</i>	to support people in the time of grief
Geographical parish	to engage with the ordinary life of the community that live, work or take their leisure within the parish
<i>Resident population</i>	to reach out in service and witness to the people of the parish
<i>Voluntary sector</i>	to know and be known by those working for the welfare of the local community
<i>Business community</i>	to value the people involved in the local economy, especially at Rogation and Harvest
Education	to affirm all involved in the work of education and support individuals of all ages in their learning and personal growth
<i>Church School</i>	to actively share in and contribute to the life of St John's School
<i>Church as a teaching resource</i>	to enable the use of the Church building for school visits and as a place where learning can be enriched
Heritage	to cherish the inheritance which is in our trust and provide as best we can for that inheritance to be maintained and developed
<i>The site & building</i>	to work creatively with heritage bodies to assure the future of a living site
<i>Parish archives</i>	to work with county archives and others to preserve our unique records
<i>Conservation & access</i>	to keep safe and ensure security of records, including provision of archive quality copies; to provide reasonable access to records, including provision of copies, finding aids and indices where possible
Visitors & tourism	to welcome casual visitors and organised visits and enrich the experience of their visit
<i>An open church – stewarding</i>	to maintain a team of volunteers who will be confident in explaining the history, life and mission of the parish
<i>Guides & literature</i>	to provide in accessible form a variety of literature which enrich people's visit
Music & the arts	to develop the offering of music and arts within worship and to host appropriate exhibitions and concerts throughout the year
<i>Frome Festival</i>	to work closely with the Festival organisers in promoting music and the arts

Statistics for Mission

A number of returns are made each year to the Diocese and Church Commissioners regarding membership, attendance and other aspects of church life.

Because of the impact of Covid-19, with periods of 'Lockdown' and other associated restrictions, many planned services, both regular and in terms of occasional offices, were not able to be held as usual in 2020.

At the end of 2020 the core worshipping community at St John's, defined as those who attend worship at least once a month, or would do so if not restricted by health or other reasons comprised 57 individuals, a decrease of 8 on the previous year:

<i>Children (0-10)</i>	<i>Youth (11-17)</i>	<i>Adult (18-69)</i>	<i>Older (70+)</i>	<i>Total</i>	
1	2	29	25	57	In 2020
1	3	41	20	65	In 2019

The number of baptisms, weddings and funerals were:

<i>Baptisms</i>	<i>2020</i>	<i>2019</i>
Under 1 year	2	7
Age 1-4	0	3
Age 5-10	1	1
Age 11+	0	0
<i>Total</i>	<i>3</i>	<i>11</i>

<i>Weddings</i>	<i>2020</i>	<i>2019</i>
Number of couples	0	7

<i>Funerals</i>	<i>2020</i>	<i>2019</i>
in church	3	8
at crematorium	7	7

The numbers attending Easter, Advent and Christmas services were:

<i>Easter Day</i>	<i>Communicants</i>	<i>Attending</i>
2020	N/A	N/A
2019	66	75

<i>Advent</i>	<i>For congregation & local community</i>	<i>For civic and school</i>	<i>Christmas</i>	<i>Communicants</i>	<i>Attending</i>
2020	0	0	2020	27	42
2019	225	925	2019	93	339

Electoral roll

The number on the church electoral roll for 2020 was 84.

Wardens' report on the fabric, ornaments and goods for 2020

Everything to do with 2020 was affected by the global coronavirus pandemic. As a result, work done to the fabric of the church was largely confined to finishing things off rather than embarking on new projects.

Changes to the fabric were largely temporary and in response to the pandemic, such as moving pews to create social distancing, installation of hand sanitisers and signage.

One thing that got in just before the pandemic was the consecration of the Ken Stone just inside the west door. The physical work was carried out in 2019, but we are already seeing the beginnings of a reorientation of the west end of the church around it.

The thurible stand was repaired by re-welding one of its feet.

Temporary lighting was installed to better illuminate the rood on the rood screen, and in particular the figure of Jesus on the cross. This has led to discussions over a more permanent improvement to the lighting in the church and possibly further changes in the years to come.

Some fabric changes have been carried over to next year, in particular:

- installation of permanent rain water pipe near the south porch in place of the temporary one in place at the moment
- completion of work to the stonework at the top of the boiler chimney.

Further projects which are under discussion include:

- installation of a fall arrest line system on the roof
- improvements to the car parking in the forecourt.

Neil McCormick and Terry Bushell

Churchwardens 2020/2021

Report of the proceedings of the Parochial Church Council in 2020

The Council had seven meetings in 2020, three in person (January, February and September), two by email (March and May) and two via Zoom (July and November).

The year started as usual, the January and February meetings being concerned with the planning of dates for the year: APCM in the spring, the well dressing, Frome Festival events, the spring and Christmas sales, the shoebox appeal, the Cards for Good Causes shop. A list of the weddings booked for 2020 was presented. However, with the beginning of the first Coronavirus lockdown in March, everything changed, and in the end none of the events planned at these meetings was able to go ahead.

Our first PCC meeting of the pandemic – in late March – was, not surprisingly, largely concerned with working through government guidance on the pandemic and making plans for keeping in touch with the congregation while the church building was closed and services stopped. For example, services were prepared for people to access via YouTube, a weekly singing session via the Zoom app was established, extra prayers and reflections were included with the weekly sheet, which were distributed via email, post and hand delivery along with the monthly Inspire magazine and an extra weekly newsletter. Underlying all this, the pastoral team were working harder than ever to keep in even more regular touch with all the congregation.

By the next PCC meeting, two months later at the end of May, there was hope that the church could soon re-open, and the PCC meeting was dominated by exploring the safety measures – such as sanitisers and social distancing notices – that would be needed before the church could re-open, which actually happened at the end of June, initially just for stewarded private prayer sessions. Plans were also made to extend the use of the Zoom app to online PCC meetings and informal ‘coffee and chat’ sessions. Church services – initially morning and evening prayer rather than communion services – re-started in mid-July.

The July PCC meeting was therefore an optimistic one, especially with news of the imminent return of communion services, the FACT prayer session and the Julian meeting, also the re-opening of the Bennett Centre. There was also news that a grant application to Mendip DC to help with loss of income due to the Covid crisis had been successful.

By the September meeting the PCC was able to meet in-person but socially distanced in the Bennett Centre, during which preparations for the much delayed APCM were made for a date in October, and plans for a return to singing by the choir (though still not the congregation) were made, with the choir mistress, Rosemary McCormick, coming off furlough at the end of September. It was reported that the Cards for Good Causes shop would definitely not be running in the church in 2020.

For the final PCC meeting of the year in November, the PCC had once again to meet via Zoom as the country was back in lockdown. The meeting received news on achieving Eco-Church status, of the toilet twinning arrangement with a school in Zambia; also the plan to hold services via Zoom for the first time. Particularly encouraging was the news that the application to the Cultural Recovery Fund for Heritage for a substantial grant had been successful. As well as helping to cover such essentials as insurance costs, cleaning etc, the grant enabled the meeting to give the go ahead to plans to install Wi-Fi and a contactless giving point in church; also to seek professional advice about partially glazing the inner West doors and undertaking subfloor investigations at the west end.

The year 2020 was a very unusual year for the PCC, as for everyone, and it ended 2020 facing the prospect of a further three months of lockdown in the New Year.

Mandy Crook, Hon secretary

Statement of financial activities

		Unrestricted	Restricted	Endowment	Total Funds	
		Funds	Funds	Funds	2020	2019
	Note	£	£	£	£	£
Incoming Resources						
<i>Incoming resources from donors</i>	2(a)	35,785.26	726.87	-	36,512.13	39,154.92
<i>Other voluntary incoming resources</i>	2(b)	5,795.00	6,571.22	-	12,366.22	7,148.63
<i>Income from charitable and ancillary trading</i>	2(c)	1,601.42	-	-	1,601.42	4,891.66
<i>Income from investments</i>	2(d)	2,506.54	-	-	2,506.54	3,999.08
<i>Other ordinary incoming resources</i>	2(e)	-	-	-	-	-
<i>Bennett Centre</i>	2(f)	5,648.09	727.97	-	6,376.06	27,854.19
<i>St Johns Cottage</i>	2(g)	11,836.21	385.30	-	12,221.51	9,551.74
Total Incoming Resources		<u>63,172.52</u>	<u>8,411.36</u>	<u>-</u>	<u>71,583.88</u>	<u>92,600.22</u>
Resources Used						
<i>Grants</i>	3(a)	65.00	600.00	-	665.00	1,311.40
<i>Activities directly relating to the work of the church</i>	3(b)	50,379.04	8,751.87	-	59,130.91	55,881.82
<i>Fund-raising and publicity</i>	3(c)	-	-	-	-	547.69
<i>Church management and administration</i>	3(d)	3,019.99	-	-	3,019.99	3,519.89
<i>Bennett Centre - Grant Expenditure</i>	3(e)	5,356.31	6,853.54	-	12,209.85	20,352.19
<i>St Johns Cottage</i>	3(f)	4,040.71	385.30	-	4,426.01	16,031.51
Total Resources Used		<u>62,861.05</u>	<u>16,590.71</u>	<u>-</u>	<u>79,451.76</u>	<u>97,644.50</u>
Net Incoming/(Outgoing) Resources		311.47	(8,179.35)	-	(7,867.88)	(5,044.28)
Balances brought forward at 1 January 2020 (2019)		<u>42,616.80</u>	<u>6,372.38</u>	<u>-</u>	<u>48,989.18</u>	<u>54,033.46</u>
Balances at 31 December 2020 (2019)		42,928.27	(1,806.97)	-	41,121.30	48,989.18
Unrestricted/Restricted Funds Adjustment		<u>(11,680.08)</u>	<u>11,680.08</u>	<u>-</u>	<u>-</u>	<u>-</u>
Final Balances Carried Forward at 31 December 2020 (2019)		<u><u>31,248.19</u></u>	<u><u>9,873.11</u></u>	<u><u>-</u></u>	<u><u>41,121.30</u></u>	<u><u>48,989.18</u></u>

Note: the adjustment for unrestricted/restricted funds results from thorough checking of accounts for the past twenty five years and reflects historic confusion between designated and restricted funding.

Balance sheet at 31 December 2020

	Note	2020 £	2019 £
Fixed Assets			
Tangible Fixed Assets	5	-	-
Current Assets			
Debtors	7	12,172.46	8,318.51
Prepayments		3,877.98	3,566.72
Bank and cash accounts		<u>75,095.30</u>	<u>56,562.57</u>
		91,145.74	68,447.80
Liabilities			
Amounts falling due within one year	8	36,123.45	15,465.70
Accruals water2business		21.41	26.42
Deferred income - magazine advertisements		98.00	126.50
Deferred Income - Culture Recovery Fund for Heritage		12,911.73	-
Deferred income rent		449.85	420.00
St John's Restoration Fund Loan	9	0.00	3,000.00
Rental Deposit		420.00	420.00
		<u>50,024.44</u>	<u>19,458.62</u>
Net Current Assets		41,121.30	48,989.18
Net Assets		<u>41,121.30</u>	<u>48,989.18</u>
Funds	6		
Unrestricted		31,248.19	43,366.80
Restricted		9,873.11	5,622.38
Endowment		-	-
		<u>41,121.30</u>	<u>48,989.18</u>

Approved by the standing committee of the Parochial Church Council on 15 April 2021 and signed on its behalf by Revd Colin Alsbury, Vicar and Chair of PCC

Notes to the financial statements

for the year ended 31 December 2020

1 Accounting Policies - See Appendix on page 17

2 Incoming Resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2020 £	2019 £
2(a) Incoming resources from donors					
Planned giving:					
Tax efficient planned giving	21,874.17	-	-	21,874.17	24,192.00
Other planned giving	5.00	-	-	5.00	5.00
Gift Aid - planned giving+small donations	6,856.96	-	-	6,856.96	7,906.05
Collections at all services	2,986.50	-	-	2,986.50	3,974.74
Sundry donations	4,062.63	726.87	-	4,789.50	3,077.13
	<u>35,785.26</u>	<u>726.87</u>	<u>-</u>	<u>36,512.13</u>	<u>39,154.92</u>
2(b) Other voluntary incoming resources					
Legacies	-	-	-	-	-
Culture Recovery Fund for Heritage	-	3,075.00	-	3,075.00	-
HMRC JRS Grant	-	1,921.22	-	1,921.22	-
MDC - LA Discretionary Grant	5,320.00	-	-	5,320.00	-
St John's Fees AC	475.00	-	-	475.00	-
St John's Charities	-	1,260.00	-	1,260.00	750.00
Fairs and other fundraising events	-	315.00	-	315.00	6,398.63
	<u>5,795.00</u>	<u>6,571.22</u>	<u>-</u>	<u>12,366.22</u>	<u>7,148.63</u>
2(c) Income from charitable and ancillary trading					
Printing account including magazine	1,014.92	-	-	1,014.92	1,849.16
Bookstall/Trading	42.50	-	-	42.50	285.50
Fees	544.00	-	-	544.00	2,757.00
	<u>1,601.42</u>	<u>-</u>	<u>-</u>	<u>1,601.42</u>	<u>4,891.66</u>
2(d) Income from investments					
NS&I account	3.15	-	-	3.15	3.47
COIF Charity Funds	58.09	-	-	58.09	145.47
Bank Interest	526.15	-	-	526.15	553.48
Rent (Church and Forecourt)	1,919.15	-	-	1,919.15	3,296.66
	<u>2,506.54</u>	<u>-</u>	<u>-</u>	<u>2,506.54</u>	<u>3,999.08</u>
2(e) Other ordinary incoming resources					
Insurance claim	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
2(f) Bennett Centre					
Donations					
General	256.50	-	-	256.50	134.34
Gift Aid					
General	49.55	-	-	49.55	36.50
Stacking Chairs	-	-	-	-	1,802.64
Grant Garfield Weston	-	-	-	-	20,000.00
Culture Recovery Fund for Heritage	-	727.97	-	727.97	-
Fundraising					
General	-	-	-	-	-
Rent	5,292.95	-	-	5,292.95	5,810.75
Bank Interest	49.09	-	-	49.09	69.96
	<u>5,648.09</u>	<u>727.97</u>	<u>-</u>	<u>6,376.06</u>	<u>27,854.19</u>
2(g) St John's Cottage					
Donation - Renovation Works	-	-	-	-	2,375.00
Gift Aid	-	-	-	-	593.75
Grants					
St Thomas Alms	-	-	-	-	2,239.00
MDC Local Restrictions Support Grant	1,334.00	-	-	1,334.00	-
MDC LA Discretionary Grant	4,680.00	-	-	4,680.00	-
Culture Recovery Fund for Heritage	-	385.30	-	385.30	-
Rent	5,450.00	-	-	5,450.00	4,180.00
SSE credit	-	-	-	-	163.99
water2business credit	372.21	-	-	372.21	-
	<u>11,836.21</u>	<u>385.30</u>	<u>-</u>	<u>12,221.51</u>	<u>9,551.74</u>
Total Incoming Resources	<u>63,172.52</u>	<u>8,411.36</u>	<u>-</u>	<u>71,583.88</u>	<u>92,600.22</u>

Notes to the financial statements
for the year ended 31 December 2020(continued)

3 Resources Used

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds	
				2020 £	2019 £
3(a) Grants					
Missionary and charitable giving:					
Church overseas	-	-	-	-	-
Home missions and other Church Societies	-	-	-	-	492.40
Secular charities and other charitable giving	65.00	600.00	-	665.00	819.00
	<u>65.00</u>	<u>600.00</u>	<u>-</u>	<u>665.00</u>	<u>1,311.40</u>
3(b) Activities directly relating to the work of the church					
Ministry					
Parish share	32,556.00	-	-	32,556.00	31,413.00
Clergy expenses	1,589.10	-	-	1,589.10	735.90
Church running costs	7,851.47	1,510.50	-	9,361.97	11,101.83
Church maintenance	2,792.35	900.00	-	3,692.35	4,265.29
Upkeep of services	169.56	-	-	169.56	515.94
Upkeep of churchyard/forecourt	-	-	-	-	-
Salaries and Honorarium	2,611.78	3,845.72	-	6,457.50	6,907.28
Extra-ordinary expenditure	-	-	-	-	942.58
Ken Stone	2,368.78	2,368.78	-	4,737.56	-
Bad Debt - church hire	110.00	-	-	110.00	-
Urn, Soup tureen	-	126.87	-	126.87	-
Hand Sanitisers	330.00	-	-	330.00	-
Depreciation on tangible fixed assets	-	-	-	-	-
	<u>50,379.04</u>	<u>8,751.87</u>	<u>-</u>	<u>59,130.91</u>	<u>55,881.82</u>
3(c) Fund-raising and publicity					
Costs of fairs and other fund-raising events					
Frome Festival					
Flowers	-	-	-	-	370.00
Other	-	-	-	-	177.69
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>547.69</u>
3(d) Church management and administration					
Administration:					
Printing, stationery(incl Stew'ship envelopes)	782.98	-	-	782.98	1,098.52
Fees, subscriptions	1,436.48	-	-	1,436.48	1,488.13
Printing account	800.53	-	-	800.53	933.24
	<u>3,019.99</u>	<u>-</u>	<u>-</u>	<u>3,019.99</u>	<u>3,519.89</u>
3(e) Bennett Centre					
Admin	118.27	-	-	118.27	255.69
Running costs	4,462.21	487.97	-	4,950.18	5,528.13
Maintenance	725.83	240.00	-	965.83	1,408.55
Signage/Leaflets	-	-	-	-	-
Extra-ordinary expenditure	-	-	-	-	2,486.38
Urn	50.00	-	-	50.00	-
Cloister project	-	-	-	-	-
GW Grant project works	-	6,125.57	-	6,125.57	10,434.30
Kitchen project	-	-	-	-	239.14
	<u>5,356.31</u>	<u>6,853.54</u>	<u>-</u>	<u>12,209.85</u>	<u>20,352.19</u>
3(f) St John's Cottage					
Running costs	3,030.80	385.30	-	3,416.10	4,383.93
Maintenance	1,009.91	-	-	1,009.91	134.40
Renovation Works	-	-	-	-	11,513.18
	<u>4,040.71</u>	<u>385.30</u>	<u>-</u>	<u>4,426.01</u>	<u>16,031.51</u>
Total Resources Used	<u>62,861.05</u>	<u>16,590.71</u>	<u>-</u>	<u>79,451.76</u>	<u>97,644.50</u>

Notes to the financial statements

for the year ended 31 December 2020 (continued)

4 Staff Costs	2020	2019
	£	£
Salaries and Honorarium	6,457.50	6,907.28
During the year the PCC employed a choir leader and parish secretary.		
Remuneration for others, eg organist, is under contract for services.		

- 5 Fixed Assets for use by the PCC**
No items retaining any net book value are currently held.

6 Analysis of Net Assets by Fund

	Unrestricted Funds	Restricted Funds	Endowment Fund	Total
	£	£	£	£
Fixed Assets	-	-	-	-
Current Assets	66,443.67	10,801.08	-	77,244.75
Current Liabilities	(35,195.48)	(927.97)	-	(36,123.45)
Fund Balance	<u>31,248.19</u>	<u>9,873.11</u>	<u>-</u>	<u>41,121.30</u>

7 Debtors	2020	2019
	£	£
Debtors	12,172.46	8,318.51
	<u>12,172.46</u>	<u>8,318.51</u>

8 Liabilities

Amounts falling due within one year

Creditors for goods and services	1,630.90	6,360.09
Other creditors	34,492.55	9,105.61
	<u>36,123.45</u>	<u>15,465.70</u>

Creditors higher than 2019 due to loan repayment and large proportion of Parish Share not paid until after year end.

9 St John's Restoration Fund Loan

The loan of £3,000 for the Cottage renovation works was repaid in 2020 following receipt of additional support grants during 2020.

10 Reserve

On current policy and figures, unrestricted funding of £27,000 - £30,000 is the baseline for a working reserve. The balance of unrestricted funds at year end was only just in excess of this threshold.

11 2020 Deficit

The overall deficit of £7,867.88 largely represents capital expenditure from Restricted funds. Regular Giving, donations and grant funding has been much appreciated in a very difficult year, enabling unrestricted funds to be close to balance.

12 Known liabilities for 2021 and beyond

There is a very limited balance of General Account funds beyond working reserve and therefore all works entered into within 2021 need to have funding sources identified before commencement.

Grant funded work for the Bennett Centre continues with £3,926.89 grant money in hand. Further grants are being sought.

13 Church Insurance

Payment of Church insurance is by Direct Debit.

14 Parish Share

Current cash flow allows only part of the Parish Share to be paid by Direct Debit.
The 2020 figure for Parish Share was £32,556 and was paid in full.

15 Parish Giving

Our policy has been that 10% of stewardship giving has been donated to home missions and overseas aid but there were insufficient funds generally to allow donations to be made at present.

Separate Vicar and Church Wardens' Charities and Trust Fund accounts continue to make grants as appropriate as do Social Committee and some generous individuals from time to time.

Appendix to the statement of financial activities

Accounting policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 together with applicable accounting standards and the Charities SORP.

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

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

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

Incoming resources

Voluntary income and capital sources:

- (1) Collections are recognised when received by or on behalf of the PCC.
- (2) Planned giving receivable under covenant is recognised only when received.
- (3) Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.
- (4) Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.
- (5) Funds raised by fetes, garden parties and similar events are accounted for gross.
- (6) Sales of books and magazines from the church bookstall are accounted for gross.

Other ordinary income: Rental income from the letting of the church premises is recognised when the rent is due.

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

Gains and losses on investments: Realised gains and losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Resources used

Grants: Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the church: The diocesan quota or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

Prepayments: Prepayments below the threshold of £75 and non-recoverable payments less than £100 are generally treated as payment at the time rather than being apportioned over relevant years.

Fixed assets

Consecrated land and buildings and movable church furnishings:

- (1) Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.
- (2) No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.

All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the statement of financial activities (SOFA) and separately disclosed.

Other fixtures, fittings and office equipment: Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £2,500 or less are written off when the asset is acquired. Items that have had no net book value for a clear financial year are retained on the inventory but no longer listed on the accounts.

Investments: Investments are valued at market value at 31 December.

Current assets:

- (1) Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.
- (2) Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

Additional notes regarding accounting policies

Listed Places of Worship Grant Scheme

Monies recoverable under this scheme have been identified as debtors to the parish until the monies are received. Changed policy includes a risk that not all claimable VAT expenditure will be subject of a grant in compensation. Whilst VAT expended which may be or is the subject of a claim will continue to be shown as debtors there will be a future risk of non receipt. Such non receipt will be shown as a bad debt within the accounts.

Employment

Persons employed (e.g. church administrator) and self-employed persons who contract to provide regular services (e.g. organists) have been grouped together for accounting purposes within salaries and honoraria. Such grouping together is of no bearing with regard to their employment status.

Reserves policy

A formal reserves policy has been adopted suggesting that a working reserve of unrestricted funds of the order of half the annual parish share plus three to four months other ordinary turnover is vital to sustain sensible cash-flow management. This is reinforced by cash-flow modelling of income and expenditure through the year.

A further factor in management of reserves is that at 1 Jan a substantial sum of additional reserve (of the order of 20% of projected project cost) is required in years where substantial capital expenditure is planned involving reclaim of VAT under the government Listed Places of Worship grant scheme as the VAT has to be paid first and reclaimed later with some uncertainty now as to whether funds will always be fully recoverable due to changes in government policy.

The end of year position for 2017 showed a balance close to the ideal reserve figure for the second consecutive year after several difficult preceding years. Astute cashflow management over those years, during which we have steadily moved back into a position where we have now paid our full parish share, has been critical in achieving this progress.

Successive years of running at a deficit had exhausted unrestricted reserves, and the PCC is now aiming to operate a balanced budget at all times.

Now that finances are reaching stability the PCC will be looking to develop a modest working reserve so that some of the many important or desirable capital works and mission initiatives previously unable to be funded by the general funds of the PCC can be taken forward.

Policy documents

Policy documents – including a donations and fundraising policy document adopted in September 2014 – are available for inspection at the Open Door sessions in church (on the second Saturday of every month) or in the parish office.

Risk management

The PCC identified the following principal risk categories. The issues arising under these categories are reviewed annually.

Financial risk – *the most common category of risk and it is possible to measure many non-financial risks in terms of financial impact. Financial risks can be managed through budgets and internal financial procedures as well as strategic business and development plans, and management accounts.*

Cash flow management has been tightly managed through the recovery of the past few years and similar controls will remain in place to assure a firmer footing for future development.

Reputational risk – can have an impact on parishes if, for example, unwelcome publicity hinders the mission of the Church.

Statutory and legal requirements – such as health and safety, employment law, Equality Act, Charities Act, safeguarding (Child Protection and vulnerable adults) and associated matters which could lead to substantial liabilities arising from claims or other legal action.

Continuing vigilance with regard to Safeguarding policy has been an important aspect of work in close collaboration with the Diocesan Safeguarding Officer and other local churches through the Deanery and Frome Area Christians Together.

The PCC is committed to and complies with the National Safeguarding policies of the Church of England and those of the Diocese of Bath & Wells which require every PCC to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults (section 5 of the Safeguarding and Clergy Discipline Measure 2016).

A Fire Safety risk assessment and plan is in place.

The test of 'reasonable'-ness in the Equalities Act, Disability Discrimination Act and similar duties with regard to Health and Safety clearly requires any organisation to exercise due diligence at all times. We have a responsibility to recognise, plan and implement response to these issues as a priority claim on resources.

First Aid provision, emergency procedures, exit routes and related matters need to be regularly reviewed and all sidesmen, stewards and other responsible persons kept up to date in training.

New General Data Protection Regulations (GDPR) legislation came into force in 2018 (replacing the Data Protection Act), and the PCC has worked to take on board the implications of this new legislation.

The parishes of the Frome Town Group are able to collaborate through a Group Council. In order to balance the pastoral care responsibilities of the benefices within the town there is a working agreement in place whereby some parts of Christ Church parish are cared for by Holy Trinity and St John's.

Operational risk – relates to threats to the Church's ability to deliver its objectives due, for example, to damage to the church building.

Steps have been taken to reduce risk in this area in relation to alarm systems, stewarding at times of higher risk, etc.

In 2020 the global Covid-19 pandemic provided an unanticipated level of operational risk to all manner of businesses, charities and churches. Throughout the pandemic ongoing risk assessments have been made regarding day to day functioning. On overview statement follows on the next page of this report.

Risk assessment can feel a negative process – it is also an opportunity to define priorities and imagine and develop strategies to overcome deficiencies.

Operational risk statement: Impact of Covid-19 in 2020 and beyond

In 2020 the global Covid-19 pandemic provided an unanticipated level of operational risk to all manner of businesses, charities and churches. The loss of ability to function in the normal patterns of worship, fellowship, mission, use of premises etc, has had significant consequences, and it is likely that aspects of 'normal' functioning may not fully return until well into 2022 at the earliest.

For much of the year gathering for public worship has been impossible, or significantly restricted. Alternatives were provided using online facilities such as YouTube and Zoom. Such mitigation is only partially effective as there are a number of people without online access and whilst regular emails and postal mailings have been sent out there will be a number of people who will have lost contact with the life of the parish. The pastoral team have made considerable effort to mitigate this by trying to keep in touch with people by phone or otherwise.

The provision of occasional offices has been severely affected. Many bereaved families have only been able to hold modest limited services remembering their loved ones; A significant number of couples have had wedding plans thrown into confusion resulting in postponements, or very small ceremonies. Hardly any baptisms have been possible. The consequent impact on the wider network of those who feel St John's to be 'their' church cannot yet be assessed, but some loss of engagement and support seems inevitable.

A wide range of regular hires of our premises, especially the Bennett Centre, have not been able to proceed, resulting in significant loss of income. Most fundraising events have not been able to proceed.

Key steps in planning the process of managing the situation and planning ahead for the process of recovery include:

- regular reviewing of guidance and risk assessments to enable safe reopening when possible;
- use of Zoom for PCC and other meetings to ensure ongoing effective management;
- application for government grants administered by the local authorities in relation to business rated premises (St John's Cottage);
- application to the government's Culture Recovery Fund for Heritage to fund (between Oct 2020 and March 2021) some ongoing costs, provision of contactless giving facilities, installation of Wi-Fi at St John's, professional fees relating to improvement of the welcome area at the West End., and the filming of a 360° video of the church allowing virtual visits as well as providing a 'guide' to those visiting in person;
- development of our presence on YouTube, which includes the 2020 virtual Remembrance for the town of Frome as well as a variety of services.

Rebuilding of fellowship and community as and when restrictions significantly ease will need to be a priority for the life of the parish. Particular thanks are due to the regular givers whose stewardship giving has remained near constant through this challenging time.

Colin Alsbury, Vicar

ST JOHN THE BAPTIST CHURCH FROME
PAROCHIAL CHURCH COUNCIL

Report and financial statements for the year ended 31st December 2020

We B O A Accountancy t/as Berkeley Hall Limited of Unit 2, Southgate, Commerce Park, Frome, report that we have carried out an examination in accordance with the Church Accounting Regulations 1998, the regulations made under Part IV of the Charities Act 1993 and in accordance with any applicable directions given by the charity commissioners.

In connection with this examination we can confirm that no matter has come to our attention which would give me reasonable cause to believe that in any material respect:

- A) The Council's accounting records have not been kept in accordance with Section 41 of the Charities Act 1993 and with above regulations.
- B) That the accounts do not accord with those records.
- C) The statement of accounts which have been prepared on an accruals basis does not comply with any of the requirements.

No matter has come to my attention which in our opinion should be disclosed in the report in order to enable a proper understanding to be reached.



S A Smith ACA ATII

Property notes

Bennett Centre – St John's Church Hall

The Bennett Centre was built in 1854 as a school on land partly the site of the former Grammar School (of Edward VI foundation) and partly land acquired by Vicar Bennett that had been occupied by a number of small poor-quality dwellings. Below the Centre the spring and cistern that lay within the courtyard of those properties remain, evidencing the 18th century ground level. The site is held by the PCC, having been acquired for £5 under a conveyance of 19th May 1961, and is subject to a reversion clause should it cease to be used as a Church Hall or for church purposes. The book value to the PCC of the property is therefore limited to the sum of £5. The Centre has been significantly improved over recent years with two of three intended phases of works now effectively complete.

Churchyard and Curtilage

The ancient churchyard included the western half of the present nave and part of the present forecourt. The visible churchyard was officially closed for burials by Order in Privy Council in 1854 and the southern area substantially re-landscaped at that time. Somewhat irregularly, burials resumed and continued until the mid-20th century. The present-day care and maintenance of the (walled) churchyard, including trees, is the responsibility of the Mendip District Council, although the PCC remains responsible for the structure of the Via Crucis. Interment of ashes within the churchyard is allowed within the area along the eastern edge of the main churchyard and the PCC has worked through the DAC (Diocesan Advisory Committee) to remove the restriction that has been in place for some 30 years or so that such interments could not be marked in situ with memorial slabs.

Via Crucis

The extension of the churchyard to include the Via Crucis in the 1860s is the subject of a memorandum of Agreement dated 25th of September 1856 between the then Marquess of Bath and the then Vicar and Churchwardens. The Via Crucis is Listed in its own right, and structural repair work has qualified for the LPWG Scheme. The steps in this area have been repaired by Mendip District Council working with Somerset County Council, and occasional services of 'Stations of the Cross' are now held at the Via Crucis.

Blindhouse

The 'Blindhouse' in the corner of the southern churchyard appears to have been relocated to its position where what was Twattle Alley met Church Lane (as Blindhouse Lane was formerly known) in 1798. The re-ordered churchyard was consecrated in 1801 by the then Bishop of Bristol.

Forecourt

The forecourt as now seen was formed in about 1818 when Bath Street was cut. It includes an area of the old churchyard and land formerly parochial glebe and other properties belonging to the Vicar and Churchwardens. It was cleared on the north side between 1815 and 1818 and on the south side between 1826 and 1837. Somerset County Council maintains the highway through the forecourt under a licence agreement, and a further agreement from 1848 allows the owners of 8 Bath Street access to the rear of their property through the forecourt area.

Church Cottage

The Cottage site was conveyed to the Vicar and Churchwardens from the Longleat Estate, and since its use as the Verger's residence, it has been let in all or part to a variety of bodies. It has been managed by the PCC on behalf of the Vicar and Churchwardens and currently provides office space including our own parish office, and some storage. The PCC authorised significant works including

rewiring and relocation of the toilet in early 2019 ready for new users (Focus Counselling) to move in.

Church School

The school site is formed from a total of six parcels of land originally the site of the Rectorial Manor House and Tithe Barn of Frome and now vested in the Diocesan Board of Trustees as holding trustees on behalf of the owners, the Vicar and Churchwardens. One parcel is held under the School sites act for educational purposes having been given by the Lamb Brewery in 1932, but the remainder were purchased at various dates from 1910 to 1918 and in 1939 and are all held for general church purposes.

Chancel repair liability

By October 2013 all liability for Chancel Repair should be registered at the Land Registry as any land related liability remaining unregistered at that date will cease upon the next conveyance of that land.

Anciently the responsibility fell to Cirencester Abbey and was accepted by Longleat when they acquired the Rectory of Frome in the 16th century. Though Longleat is described as 'impropriate Rector' in the 1936 Tithe Act documentation, there is some lack of clarity concerning liability for Chancel Repair as it attached to the Rectorial Glebe of the parish and other properties listed in the relevant Schedule of Ascertainments. A lengthy and thorough period of investigations has revealed that the lands described as Rectorial Glebe in 1840 known as 'Hewish' near the present Frome station were acquired by the Wilts, Somerset and Weymouth Railway about 1846, and that area of land is now fragmented into a considerable number of separate ownerships. A copy of the Schedule of Ascertainments has also been obtained from the National Archives, and it lists several hundred parcels of land as having a proportionate liability. Many of these parcels have since that date been divided into further smaller parcels as development has taken place in the area.

In the light of guidance received through the Diocese and Church Commissioners, and following research as to the number of properties listed in the relevant Schedule of Ascertainments, the PCC decided in 2012 that no registration against properties in respect of Chancel Repair Liability will be made.

This decision has been made bearing in mind the administrative burden involved in identifying the many hundreds of properties that would be involved, the legal and other costs that would be incurred both in registration and in any future enforcement of the liability, and the reputational risk and pastoral consequences of registration against a substantial proportion of properties in the parish.

Christ Church Churchyard

The northern extension to the churchyard at Christ Church was originally conveyed to the parish of Frome St John the Baptist, and details of current title are awaiting clarification.

Mary Baily Playing Field

Although this field is vested in other parties and managed by the Town Council for recreational use by children, there is a clause in Mary Baily's will specifying that upon any breach of the trust upon which the land is held it will then be given over to the Vicar and Churchwardens of Frome St John the Baptist with power of sale and any such proceeds to be held for the general purposes of the parish.

Committee reports

St John's and St Katharine's Worship Committee

Our first Worship Committee meeting of 2020 was on Saturday 18 January. Little did we realise, then, that it would be the only time we would meet to review and plan worship in our churches. We enthusiastically planned ahead: Mothering Sunday, Holy Week (there was some talk of a donkey at St Katharine's), Easter, VE day, a Confirmation service, the Well Dressing, some weddings, a possible Pulpit Swap, Patronal Festival. The date of our next meeting was to be 2 May 2020. Of course, none of this happened, or at least not as we had planned it.

Colin quickly started a series of YouTube services: the Easter period provided opportunities for some interesting and reflective pieces, especially the Easter Day daybreak service.

As we moved through 2020 we experienced further times of lockdown and brief relaxations. Some of us have become used to sitting apart, to waving at each other during the Peace, to receiving Communion in an unfamiliar way, to listening to a choir singing, *but not joining in*. Some of us discovered something called Zoom and were able to join in services where our fellow worshippers appeared in little squares on our screens. Sadly, for some of us, worship as part of St John's or St Katharine's congregation just did not take place in 2020.

There have been some bright points: our final service at St Katharine's before lockdown was the Daffodil service, at the beginning of which we were able to pay tribute to Joy Chant who had been such a valued member of both our church choirs; both congregations were able to sing a carol outside church following services at Christmas; faithful lesson readers and intercessions leaders have continued their valued ministry either in church or via Zoom; music at St John's has continued thanks to Rosemary's weekly choir sessions and occasional Compline services, in addition to the Sunday Zoom services; every week we are all receiving an order of service together with a reflection, by email, post or hand delivery (and thanks are due to *everyone* involved in that process). We look forward to normal services being resumed. *Janet Caudwell*

St John's Social Committee

Our pattern of fortnightly Parish lunches in 2020 began brightly with three full lunches (with puddings!) before we embarked on the FACT lunches. We managed to host three Lent Lunches before, following guidance from several churches, we suspended all hospitality. The empty months without the fellowship of lunches and Tea Time at St John's, Harvest Supper and Christmas Lunch have been bleak. We hope that we will be able to resume this valuable aspect of parish life eventually. *Janet Caudwell*

St John's Pastoral Team

The personal contact with members of our congregation, maintained by a small group of parishioners, has proved a real life-line during this difficult year. Many of us have not seen each other face to face throughout 2020, but the occasional telephone call or email have each been reassuring. Christmas and Easter Cards and Palm Crosses have been well received. By keeping close contact with each other (usually by email – but we did meet in someone's gazebo) the Pastoral Team tries to ensure that we do not lose touch with anybody. In a year of isolation we have tried to maintain the fabric of our church life. *Janet Caudwell*

Stewardship report

As we all know this has been a very confused year for all of us, no normal church services, minimal socialising with no coffee mornings, teatime at St Johns or Parish lunches. There have also been no opportunities for raising larger amounts of money such as at our regular sales and raffles. We are very grateful to everyone who has continued to support us financially with regular giving by standing order, weekly envelopes and generous donations. This income has helped to pay the bills, some of which such as insurance, gas and electricity still need to be met. Thank you all again and hopefully we will have a more optimistic report next year.

Judith Davies. Stewardship treasurer

Bennett Centre (St John's Church Hall) Report

The first three months of 2020 were extremely busy. Bookings really took off and the diary was filling up rapidly for the forthcoming year. It was not unusual for Janet to come home from work and have 10 or so emails, inquiring about the availability of space for hire. We had even booked in a regular Saturday for a Finnish language school for children to start in September.

On the redevelopment front the year started well too with the home-built bell tower (fleche) being lifted into place on a bright February morning, and the bell now rings during the daylight hours. The fleche meant we could also complete the lightning protection and that was certified just before the March 2020 lockdown. We began to plan for further fundraising then ...

COVID!

Like everywhere else we had to lock down, but we managed to keep the Frome Food Hub running as it was providing an essential service, and it has kept running throughout the year. Once we had clarity on what we could and could not continue to do during lockdown, we also completed the remaining H&S aspects in the kitchen by installing the cleaner's sink and a hand wash basin in the kitchen itself. The volunteers, socially distanced, salvaged enough lias from the offcuts of the cloister floor to complete dressing the half dozen steps within the Upper Room corridor. Thanks to all who helped there. What we can consider in 2021 will depend on further lockdown arrangements and, of course, funding.

With the gradual easing of the lockdown restrictions in July, we were able to allow some social distancing events to take place over the summer and early autumn: exercise classes, children's groups, Christian Fellowship, individuals rehearsing and some educational training, but overall many classes were understandably cautious to come back. Then we had to lockdown again for the month of November, and when restrictions were eased for December only one or two groups felt it was worth returning for the three weeks before Christmas.

One potential piece of good news appeared in an enquiry from an organisation supporting young people with learning difficulties in Somerset, helping them get more from life. They are interested in renting the Cloister space from Monday to Friday on a 3-4 year basis whilst also investing considerably in the space by bringing disabled access to the Cloisters and finishing the windows and doors. This could be an amazing opportunity, bringing us closer to completing the building work. Before Christmas we held two constructive meetings with them at the Bennett Centre, and hopefully in the New Year we can take this further, COVID permitting.

David Daniels

Management Committee, Bennett Centre.

Charity/Trust funds

Income and expenditure accounts 2020

Notes:

1. For information only – these do not form part of the PCC's annual report.
2. Some of the Trusts and Charities result from the merging of a number of smaller old Trusts and Charities and the descriptive wording relating to purpose for which held is indicative rather than being a full statement of the purposes for which the relevant funds may be applied.

St John the Baptist Church, Frome

Charity/Trust Funds Year Ending 31/12/2020

Charity/Trust	B/F 01/01/2020	Income	Interest	Total Income	Expenditure	Surplus/ Deficit	C/F 31/12/2020	
Charity Funds								
1 Byard	47.12	29.26	0.42	29.68	0.00	29.68	76.80	Education
2 Taunton	178.50	530.86	2.47	533.33	409.63	123.70	302.20	Choir
4 T Smith	1,060.42	542.80	8.80	551.60	0.00	551.60	1,612.02	St Thomas' Alms
12 Singer	308.68	51.08	2.18	53.26	0.00	53.26	361.94	Bennett Memorial Service
14 Leversedge	35.82	285.49	0.88	286.37	300.00	(13.63)	22.19	Fabric
17 Bailly	3,535.36	0.00	25.38	25.38	0.00	25.38	3,560.74	Clock, Carillon, Bells
19 Hutchings	1,350.41	284.65	9.70	294.35	600.00	(305.65)	1,044.76	Hutchings Grave
	6,516.31	1,724.14	49.83	1,773.97	1,309.63	464.34	6,980.65	
Trust Funds								
21 W Bailly	2,337.53	0.00	16.83	16.83	0.00	16.83	2,354.36	Bennett Memorial
22 Via Crucis	448.74	0.00	3.23	3.23	0.00	3.23	451.97	
23 Bennett Grave	131.27	0.00	0.95	0.95	0.00	0.95	132.22	
25 Foster	661.09	0.00	4.75	4.75	0.00	4.75	665.84	Easter Flowers
	3,578.63	0.00	25.76	25.76	0.00	25.76	3,604.39	
Total Funds	10,094.94	1,724.14	75.59	1,799.73	1,309.63	490.10	10,585.04	