

The parish of central Exeter
Churches of St Mary Arches, St Olave, St Pancras, St Petrock, St Stephen
Giving breathing space; Living the values; Engaging with the city

**The Parochial Church Council of the Ecclesiastical Parish of
Central Exeter**

**Annual Report and Unaudited Financial Statements for the year
ended 31 December 2021.**

Introduction to 2021 Annual Report

This year has been characterised by a gradual coming to terms with the realisation that the Covid-19 pandemic will not disappear quickly although its impact on health has been much lessened by the introduction of a vaccination programme. Nevertheless, restrictions on social life have continued throughout the year changing in severity according to the way new variants of the virus impacted on the population. Even where some restrictions have been lifted many people have chosen to continue to apply them voluntarily. Thus, although we have been able to keep our churches open throughout the year, despite a national lockdown between January and March, we have required worshippers to wear masks, the use of singing has been controlled, and the administration of the chalice at communion remained in abeyance.

Nevertheless, we have been able to permit some lettings of the church to take place which have given us better levels of income than we anticipated.

Social restrictions continue to have a significant impact on the city centre shops, as well as the entertainment and tourist industry, and the move to online shopping does not seem to have been significantly reversed despite easing of restrictions. The amount of activity within the city centre has grown compared to 2020 but still seems well behind previous levels.

Despite everything the parish has continued to exercise its ministry, and will, by God's grace, continue so to do.

Administrative Information

The Parish of Central Exeter is a charity which is registered with the Charity Commissioners, number 1134851. It is part of the Diocese of Exeter within the Church of England. The correspondence address is Parish Administrator, 1, Fairview Terrace, Pinhoe, Exeter, EX1 3SQ.

Parish Churches

St Stephen, High Street, Exeter EX4 3LN

St Olave, Fore Street, Exeter EX4 3AT

Team Rector

Revd Sheila Swarbrick

Daughter Churches

St Mary Arches, Mary Arches Street,
Exeter EX4 3BA

St Pancras, Guildhall Centre,
Exeter EX4 3HW

St Petrock, High Street, Exeter EX4 3DT

Ministry Team

Revd Sheila Swarbrick, 7 Lower Kings Avenue, Exeter EX4 6JT

Bank

Lloyds Bank, High Street, Exeter, EX4 3NL

Independent Examiner

Simon Gay, The Sycamores, Mount Pleasant Road, Exeter , EX4 7AE

Membership

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation rules.

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

Ministry Team: Revd Sheila Swarbrick

Chair Keith Walton

The Churchwardens: Keith Walton, Betsy Allen

Representatives of Deanery Synod: Jessica Claridge, Celia Smith

The Elected Members from 2019: Don Branton, Richard Skinner, Viv Asher,

The Elected Members in 2020 Sue Blow (re-elected); Helen Evans, Claire Mayer

The following officers were appointed:

Treasurer: Sean Swarbrick

Secretary: Mary Keaney

Structure, Governance and Management**Committees**

The Planning Committee (Clergy, Churchwardens) meets in between full PCC meetings. Other ad hoc committees and working groups are created and terminated as needed.

The full PCC met 5 times during the year, one being an extra-ordinary meeting. Three of the four planned meetings were face to face in church, the others by a mixture of zoom and email. The average attendance was 85%.

(Continues)

Aim and Purposes

Statement

'The PCC is required, as stated in the Parochial Church Councils (Powers) Measure 1966, to co-operate with the Parish Priest, in promoting in the Parish the whole mission of the church, pastoral, evangelistic, social and ecumenical'.

Objectives and Activities

The Parish's vision, goals and actions are stated in full in the Mission Action Plan.

Vision

Being part of God's mission of love and reconciliation in and through Jesus Christ, we are committed to:

- Giving breathing space
- Living the values
- Engaging with the City

Objectives (goals)

We will achieve our vision by working together with others as we pursue the following goals:

- To attract more people to enter and use our churches and find it a positive experience;
- To encourage visitors, church members and church users on their spiritual journey, challenging towards deeper levels of Christian commitment;
- To meet our on-going parish commitments, seeking efficient and effective use of our resources with other Anglican or Ecumenical colleagues.

In carrying out their work the Trustees take due regard to the Charity Commission's guidance on public benefit.

Continuing Activities

Churches were permitted to remain open during the Jan-March lockdown, but we had to close St Stephen's and St Olave's for a period to allow ceiling repairs (St Stephen's) and refurbishment (St Olave's) to take place. The impact of the pandemic on builders did mean that these works were more spread-out than normal. In-church services were maintained each Sunday throughout this period using St Petrock's and St Pancras. Online service sheets continued to be provided to support those who were unable to attend an in-church service and Sunday zoom meetings were maintained to enable discussion of the services and pastoral support.

(Continues)

However, it became clear that with an ageing congregation our ability to cover the practical provision of two services on the second and fourth Sundays in the month was becoming too problematic. We have therefore reduced the number of services to one a week, with the pattern of (from 1st to 5th Sundays) St Stephen, St Pancras, St Stephen, St Olave, St Stephen or other churches on the 5th Sunday.

We took the opportunity to collect feedback on whether these should all be communion services. There was general agreement that the opportunity of a lay-led act of worship similar to Meeting Point should be maintained and so the third Sunday in the month was designated for this purpose and the name chosen was Crossing Place. The service in St Pancras was maintained as a BCP Communion Service at 8.00am and that in St Olaves continued at its traditional time of 9.30, but it has been agreed that this will change to 10.30 from 2022.

The lunchtime service of Communion in St Pancras was moved in April to Thursdays fortnightly at 12.00.

Depending on the restrictions in place it was possible in certain instances for voluntary organisations to continue to use the churches for approved purposes on request and subject to terms and conditions.

Continuing activities (maintained in various formats throughout the year) include:

- Variety of worship services as outlined above.
- Lent Groups (online)
- Restart of concerts and other music activities as permitted.
- Restart of exhibitions.
- 'Inner Room' poetry workshops
- Use of the parish website to communicate with and provide support to the parish members and the general public.
- Online prayer groups
- Book Club initially online but then moving to face to face

Achievements and Performance

Church Attendance

There are 38 Parishioners on the church electoral roll of which 35 are not resident within the Parish. Average Sunday attendance in-church is about 20, supplemented by others who used online worship sheets. Attendance in-church at Easter 2021 was 29 and 20 on Christmas Day.

Community use of Churches

When possible, St Stephen's continues to be the main church for community use. In 2021 after the January-March lockdown many groups restarted their activities in the church. A pleasing development over the last two years has been the use of St Stephen's and St Pancras by other church groups for worship. In total in St Stephen's we hosted 149 separate events including worship services, Bible study, prayer meetings, support groups, concerts and coffee mornings.

St Petrock's continues to host support group meetings, the Exeter Guild of Bell-ringers plus their library, and we are pleased that we have been able to start using the church for exhibitions again.

St Pancras is on the register of Small Pilgrim Places and is open daily for private prayer, with monthly BCP Communion and fortnightly shortened lunchtime Communion services. A new introduction (October) has been Seeking Silence – a weekly led meditation.

St Mary Arches is now leased to Unlimited Church – the Diocesan youth church and holds a number of activities to attract young people.

Parish Activities

As outlined earlier we have been able to retain in-church services throughout the year, but the pattern of services has changed. There has been a slow reduction in the number of occasions when online worship sheets have been produced and we now provide one a month when there is an 8.00 am communion for those for whom it is just too early a service. A zoom meeting supplements the sheet. Night prayer continues with a sheet issued at the beginning of each month for use over that period.

Our ability to enable and support community use of our churches has improved as restrictions have been eased. Likewise, we have been able to enable a number of music activities to take place including a welcome return for the Summer concerts. We were also delighted to host the Lockdown Quilt Exhibition and an Art Exhibition.

In November we supported the Fore Street Flea Market with St Olave's taking part in this event. The Christmas St Nic's Fayre was also able to take place as a parish fundraiser,

The Inner Room, launched in 2020 as a parish outreach project has continued to flourish despite being almost entirely on zoom. On the plus side this means we have one member joining from Australia. The Inner Room facilitator Helen Evans, having started to take on paid
(Continues)

employment during the year, has had to reshape the nature of her commitment to the project, but even so it has retained an impetus and helped its members to develop new skills. One great achievement of the group in 2021 was the publishing of its first book, 'The Watchful Heart', a collection of poems written by members of Inner Room. Despite (or because of?) being self-published, all costs have been covered through sales.

The other parish service introduced during 2020 lockdown was Claire Meyer's French classes via zoom. One class still continues but as a private rather than a parish sponsored service.

Our Facebook page is continually updated along with the website.

We continue to support the Exeter Community Initiative, St Petrock's Centre for the Homeless, and the Exeter City Centre Chaplaincy, as well as a programme of monthly giving to selected local, national and international charities.

We are ensuring that members of the PCC receive appropriate Safeguarding clearances and training to their level of involvement in the Parish.

Church Buildings.

The PCC has continued to undertake all the necessary repair and maintenance of the churches in the Parish, mostly resulting from normal wear and tear, pests and occasional abuse or vandalism.

The reordering project for St Olave's was finally completed, with a new server and much improved lighting. Rain ingress during a period of bad weather created a problem which has hopefully been resolved.

Some significant cracks in the ceiling of St Stephens required the temporary closure of the church for repairs. Some further remedial work will be needed in 2022. Because of some misuse of the church we were able to apply successfully to the Office of the Police and Crime Commissioner for a grant to install CCTV cameras in St Stephen's. These now provide continuous monitoring and recording on the entire inside of the church.

Links with other churches/organisations

The Parish continues to be involved with the Exeter City Centre Chaplaincy which has faced exceptional challenges to its work this year. The Revd Sheila Swarbrick has continued to provide a vital link between the parish and other churches in the centre of Exeter and Diocese at all levels both formally and informally.

(Continues)

Policy

The PCC is kept abreast of Parish responsibilities under the Safeguarding legislation by our designated representative. We have taken due regard to the guidance issued by the House of Bishops on matters relating to the safeguarding of children and vulnerable adults. The churchwardens and PCC members have completed their required Safeguarding Training. A Safeguarding policy document is in place. We have a Health and Safety Officer and our H&S policy is reviewed as necessary. We introduced a Data Security policy and have issued appropriate privacy notices and received and recorded consents for use of data as required by the General Personal Data Regulations.

Financial Review

The total income for the Parish in 2021 was £54,598, of which £5,435 was restricted funding for specific projects. This means that £49,163 represents income derived from 'normal' parish activities. Expenditure of £60,653 was in excess of total income by £6,055. This is largely accounted for by the renovations at St Olave. Overall this will be accommodated within our finances.

The target parish (unrestricted) income budget for 2022 has been agreed by the PCC at £43,360.

Reserves Policy

In 2013 the PCC agreed to a reserves policy of 4 times the monthly average expenditure, which equates to £16,000 for 2022

Approved by the PCC on 25 March 2022 and signed on their behalf by:



.....
Keith Walton
PCC Chair

(Continues)

The Parochial Church Council of the Parish of Central Exeter

Statement of Financial Activities for the Year Ended 31 December 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds £	Prev. year £
INCOMING RESOURCES					
Voluntary Income	2(a)	34,742	5,435	40,177	53,349
Activities for generating funds	2(b)	2,545	-	2,545	80
Income from savings	2(c)	22	-	22	86
Church Activities	2(d)	11,854	-	11,854	2,671
TOTAL INCOMING RESOURCES		49,163	5,435	54,598	56,186
RESOURCES EXPENDED					
Church Activities	3(a)	42,620	18,033	60,653	61,324
Fund-raising trading costs	3(b)	-	-	-	-
Governance Costs	3(c)	-	-	-	0
TOTAL RESOURCES EXPENDED		42,620	18,033	60,653	
NET INCOMING RESOURCES		6,543	-12,598	-6,055	-5,138
Transfers between funds					
NET MOVEMENT IN FUNDS		6,543	-12,598	-6,055	- 5,138
BALANCES B/FWD start of year		46,363	15,511	61,873	67,012
BALANCES C/FWD end of year		52,906	2,913	55,819	61,873

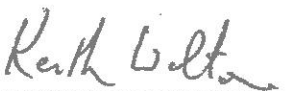
(Continues)

The Parochial Church Council of the Parish of Central Exeter

Balance Sheet as at 31 December 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £	(Total 2020) £
FIXED ASSETS					
Tangible assets	5	-	-	-	
CURRENT ASSETS					
Debtors	6	1,673	-	1,673	1,507
Deposit account		17,645	-	17,645	17,636
Shared Interest account		5,024	-	5,024	5,011
Cash at bank		28,564	2,913	31,477	37,719
Total		52,906	2,913	55,819	61,873
LIABILITIES					
Creditors: all amounts falling due in one year	7	-	-	-	
Total assets less current liabilities		52,906	2,913	55,819	61,873
TOTAL NET ASSETS		52,906	2,913	55,819	61,873
REPRESENTED BY:					
Unrestricted Funds		52,906	-	52,906	46,362
Restricted Funds	8	-	2,913	2,913	15,511
Total		52,906	2,913	55,819	61,873

Approved by the PCC on 25 March 2022 and signed on its behalf by:


 Keith Walton (PCC Chair)


 Sean Swarbrick. (Treasurer)

(Continues)

**The Parochial Church Council of the Parish of Central Exeter
Notes to the Financial Statements for the Year Ending 31 December 2021,
and forming an integral part of the statements.**

1 Accounting policies

Basis of financial statements

The financial statements have been prepared under the Church Accounting regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005).

The financial statements have been prepared under the historical cost convention and the financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

(a) Funds

The General Fund represents 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. Designated are general funds set aside by the PCC for use in the future and remain unrestricted. Restricted funds are those donated for use in a particular area or for a specific purpose, the use of which is restricted to that area or purpose.

(b) Incoming resources

Planned giving, collections and donations are recognised when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Funds raised by fundraising events are accounted for gross. Income received from use of PCC property is on a voluntary basis dependent on the ability to pay and therefore accounted for only when received.

(c) Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. The Common Fund contribution is accounted for when paid.

(d) Fixed Assets

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

(Continues)

Moveable church furnishings held by the Priest in Charge and Churchwardens on special trust for the PCC and require a faculty for disposal are inalienable property, listed in the church's inventory which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost over £2,000 so all such expenditure has been written off when incurred. Equipment used within the church premises is depreciated on a straight-line basis over 4 years. Equipment with a purchase price of £2,000 or less is written off when acquired.

2 INCOMING RESOURCES

	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
2(a) Voluntary Income			
Tax efficient planned giving	11,312	-	11,312
Collections (open plate)	1,984	-	1,984
Recurring donations	3,649	-	3,649
Non recurring donations	1,933	-	1,933
Tax recoverable on planned & non-recurring donations	3,410	-	3,410
Recurring grants	12,454		12,454
Other grants		5,435	5,435
2(a) totals	34,742	5,435	40,177
2(b) Activities for Generating funds			
Fund-raising	2,545	-	2,545
2(c) Income from savings			
Interest from deposit account	9	-	9
Interest from Shared Interest Acc	13	-	13
Total 2(c)	22	-	22
2(d) Income from church activities			
Use of church buildings			
- local community	6,829	-	6,829
Other	5,025	-	5,025
Fees retained	-	-	-
Total 2(d)	11,854	-	11,854
Total Incoming Resources	49,163	5,435	54,598

(Continues)

3 RESOURCES EXPENDED

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
3(a) Church Activities			
Missionary and charitable giving			
Overseas mission/aid	635	-	635
Local charities	1,370	-	1,370
UK & International charities	470	-	470
Ministry: Diocesan parish share	10,325	-	10,325
Clergy expenses	101	-	101
Cost of services	170	-	170
Church upkeep & maintenance	21,131	18,033	39,164
Utilities	1,576	-	1,576
Administration	5,385	-	5,385
Miscellaneous	1,457	-	1,457
Furniture & fittings	-	-	-
Depreciation	-	-	-
Total (3a)	42,620	18,033	60,653
3(b) Fund-raising trading costs	-	-	-
3(c) Governance costs	-	-	-
TOTAL RESOURCES EXPENDED	42,620	18,033	60,653

4 The PCC does not employ any staff and has made no payments to PCC members for remuneration.

5 TANGIBLE FIXED ASSETS (N/A)

6 DEBTORS

	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
Tax recoverable	1,673	-	1,673
Other debtors	-	-	-
Prepayments and accrued income	-	-	-
Totals	1,673		1,673

(Continues)

7 LIABILITIES

Payments held on trust for charities	-	-	-
Creditors	-	-	-
Other creditors	-	-	-
Accruals	-	-	-

8 RESTRICTED FUNDS

Fund Movements

	Churches Upkeep Fund £	S Stephens Project Fund £	Total Funds 2021 £
Balance at 1st January	7,921	7,590	15,511
Incoming Resources	5,435	-	5,435
Resources Expended	10,443	7,590	18,033
Funds Transfer			
Balance at 31st December	2,913	0	2,913
Net assets of restricted funds			
Tangible fixed assets		-	
Tax recoverable	-	-	
Accrued Income	-	-	-
Deposit account	-	-	
current account	2,913		2,913
Total net assets	2,913		2,913

8 Explanation of Restricted Funds

The Churches Upkeep Fund is a restricted fund for donations and grants given to the Parish specifically for the upkeep of the churches for which the PCC is responsible, and would include running costs and repair and maintenance.

The St Stephen's Project Fund is a restricted fund for the St Stephen's Project which was set up to enable essential repairs to St Stephen's church in Exeter High Street to be carried out and also internal refurbishment for shared community use. This fund was spent up in 2021 and so is now extinct.



Independent Examiner's Certificate for the PCC Accounts

Report to the trustees of:

CENTRAL EXETER

Parochial Church Council

On accounts for the year ended:

31/12/21

Charity Number (if applicable):

1134851

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's statement

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

Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

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

* Please delete the words in the brackets if they do not apply.

Signed:

Simon Lat.

Date:

16/3/22.

Name:

SIMON LAT.

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

AAT TECHNICIAN (NVA L4 ACCOUNTING)

Address:

14A Church Road, St Thomas. Exeter EX2 9AX