

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MINEHEAD

England & Wales · Charity number 1134852

Details

Other names MINEHEAD PAROCHIAL CHURCH COUNCIL

Status Registered

Legal form Previously excepted

Registered 2010-03-11

Register [View on the Charity Commission register](#)

Contact

Address St. Andrews Church
Wellington Square
Minehead
TA24 5NH

Phone 01643 818904

Email mineheadparish@gmail.com

Activities

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

Activities: Provides spiritual and pastoral support for members of the Church of England in the Ecclesiastical Parish of Minehead, Somerset.

Classification

- **How:** 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
2025-12-31	£88,667	£100,159	-	-
2024-12-31	£107,275	£94,545	-	-
2023-12-31	£123,905	£126,171	-	-
2022-12-31	£123,684	£120,786	-	-
2021-12-31	£123,684	£120,451	-	-
2020-12-31	£110,974	£99,719	-	-

Trustees

Name	Role	Appointed
CHRISTINE MARY SEYMOUR		2018-04-25
Catherine Amanda Hazlewood		2016-09-21
Diane Angela Newton		2023-04-23
Gordon Niccolls		2025-05-18
JENNIFER ELLEN BOYLES		
Lynne Barton		2025-05-18
REVD JOHN MARTIN THOROGOOD		2018-04-25
RUSSELL JOHN PERKINS		2025-05-18
Rev Philip Ian Christopher Butcher		2024-09-04
Richard Newton		2021-07-07
Sara Marina Evans		2022-05-20
Wendy Eva Candy		2023-04-23

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MINEHEAD

England & Wales - Charity number 1134852

Accounts

Draft Annual Report 2025

The financial statement of the PCC has been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis for reporting. A copy of this report is sent to the Charity Commission and to the Diocese of Bath & Wells.

Parish Share

We were once again unable to pay the full amount requested by the Diocese (£81,329) but finally paid £56,500. Under the new formula we have been requested to contribute £79,880 in 2025, but are aiming at £56,500. This amount is the “cost” of a Vicar, housing and support costs.

Employees

Tracey Staples, our Administrator, is shared with the benefices of Grabbist, Exmoor and Old Cleeve and the Area Dean. Minehead acts as employer with proportionate contributions from the other parishes. Calculations of Tax, National Insurance and Pension are out-sourced to James Price.

Children & Families Worker

Following a gap of 18 months, we were ready to appoint a new Children & Families Worker. Vicki Robinson “hit the ground running” in December. Her appointment is for two years and is being funded with £25,000 set aside from a legacy of Margaret & Dan Olive. Running costs are being made through our Mission Fund at NatWest bank.

Essential Maintenance

We need to spend over £5000 a year on hygiene, electrics, fire safety, asbestos survey, and CCTV. Heating in St Andrew’s and St Peter’s is powered by electricity and is oil-fired at St Michael’s. The cost of this was £7,500. Our contract for electricity is due for renewal on September 30th 2026.

The churchyard at St Michael’s is officially closed and the maintenance has become the responsibility of the Town Council.

The footpath, which is disintegrating, is our responsibility and there are plans to replace this using a legacy from Mike Pretty. This legacy also enabled us to renew the toilet in St Michael’s. The family of the late Joe Passmore has offered to renew the floodlights.

Giving and Fundraising

34 people now give through the **Parish Giving Scheme** which has led to a great saving in time. The average gift is £16 per week. 40 people still use monthly Standing Orders where the average gift is £8.42 per week.

Contactless Giving is available at St Andrew’s and this yielded £3,622 in 2025. We are looking at setting up contactless giving at St Michael’s although the wall safe and plate brought in £1,400.

Fundraising activities have slowed in 2025 bringing in £3,118 (less than half of the previous year). St Peter’s Upper Room (SPUR) raised over £6,500 which, after stallholders had been paid, raised £2,034 for the church.

Fees for weddings and funerals are shared between the Diocese and the Parish Church. We received £5,164 following an increase in the number of weddings now that we have Vicars once again.

Charitable Giving

Individually, many of us give to charities, but as a Church, we also want to support charitable activities. So far we have not found a way to encourage this kind of giving.

John Thorogood
Treasurer

RECEIPTS	Actual 2025	<i>compare 2024</i>
Giving & Donations	£54,289	£50,017
Mission Fund	£1,017	£485
Gift Aid	£16,706	£11,772
Interest from reserves	£4,656	£4,861
Parochial fees	£5,164	£1,786
Magazine	£1,180	£2,071
SPUR	£2,036	£1,825
Legacies	£501	£30,000
Fundraising events	£3,118	£6,880
	£88,667	£77,275
PAYMENTS	Actual 2025	<i>compare 2024</i>
Charitable Giving	£2,142	£2,611
Parish Share	£56,500	£55,000
Salary Administrator	£6,150	£4,466
Salary Chn & Family wkr	£1,080	£1,080
Vicar's expenses	£916	£1,000
Children & Youth Work	£423	£500
Insurance	£4,973	£4,324
Cleaner & gardener (St A)	£1,131	£3,500
Cleaning materials	£559	£450
Health & safety checks:		
<i>Hygiene</i>	£862	£588
<i>PAT testing, electrics, fire, CCTV</i>	£4,894	£3,389
<i>Asbestos survey</i>	£5,660	
<i>St Michael's WC</i>	£1,480	
Printer rental, copies, paper	£1,735	£1,346
Provision of services	£1,038	£500
Flowers	£121	£200
Music	£2,384	£3,000
Electricity & heating oil	£7,543	£8,000
Water	£568	£400
	£100,159	£94,545
DEFICIT	(£11,492)	

STATEMENT OF ASSETS

The Parochial Church Council of the Ecclesiastical Parish of Minehead holds 4 bank accounts:-

	BALANCE <u>1st January 2025</u>	BALANCE <u>31st December 2025</u>
1. The General Account held at Santander	£4,162.00	£5,194.36
2. The Minehead Mission Fund held at NatWest	£485.63	£967.63
3. The General Deposit Account held with CCLA* (...541) (the Mission Fund)	£52,250.00	£52,250.00
4. The Fabric Deposit Account held with CCLA* (...540)	£51,217.08	£40,717.08

TOTAL ASSETS: £99,129.07

**CCLA Investment Management Ltd holds the funds of the Central Board of Finance of the Church of England*

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MINEHEAD

England & Wales - Charity number 1134852

Accounts

The Parish of Minehead

St Michael's, St Andrew's & St Peter's on the Quay



PARISH OFFICE: ST ANDREW'S CHURCH ANNEXE, WELLINGTON SQUARE, MINEHEAD, SOMERSET TA24 5NH
01643 818904 mineheadparish@gmail.com Registered Charity: 1134852

TREASURER'S ANNUAL FINANCIAL REPORT for 2024

The financial statement of the PCC has been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis for reporting. A copy of this report is sent to the Charity Commission and to the Diocese of Bath & Wells.

After a vacancy of 23 months, we were delighted to welcome Revd Philip and Revd Michelle Butcher as our new incumbent and associate Vicar at the beginning of September.

Parish Share

We were once again unable to pay the full amount requested by the Diocese (£81,329) but finally paid £56,500. Under the new formula we have been requested to contribute £79,880 in 2025, but are aiming at £56,500. This amount is the "cost" of a Vicar, housing and support costs. The shortfall is because of our commitment to grow the church amongst children and families with the appointment of a dedicated worker.

Employees

Our Administrator is shared with the benefices of Gabbist, Exmoor and Old Cleeve and the Area Dean. Minehead acts as employer with proportionate contributions from the other parishes. Calculations of Tax, National Insurance and Pension are out-sourced to James Price.

After 5 years, Jules Perry resigned as our Children & Families Worker at the end of July. With new clergy arriving, we decided to delay a new appointment.

Our church cleaner is wonderfully flexible and will take on minor repairs as well as cleaning outside St Andrew's Church and, when needed, St Michael's.

Charitable Giving

We aim as a church to give a tithe to charitable causes. These included Exmoor Youth Project, Children's Hospice South-West, Missions to Seafarers, RNLI and Christian Aid.

Giving and Fundraising

We joined the *Parish Giving Scheme* during the course of the year. 35 (almost half) of our regular givers have moved to this scheme which handles much of the administration. Many of those moving across have made increases in their giving.

Following an appeal to increase our income and reduce our over-spend, there was a sizeable increase in fundraising – £6,880 compared to £3,600 in 2023. Nevertheless it was necessary to withdraw £10,000 from our reserves (legacies).

Essential maintenance

We are required to spend over £4,000 a year on safety checks in addition to another £4,000 on minor repairs and maintenance.

Heating

Once again, as an economy, we have closed St Michael's Church for Sunday services during the winter months. The heating of St Andrew's is inefficient but so far we have not found an alternative. We spent over £9,000 on electricity and heating oil.

Legacies

We were delighted to receive a substantial legacy from the estate of Mike Pretty which the PCC has "ear-marked" for repairs to the footpath to St Michael's and the installation of LED lighting at St Andrew's (which has been completed).

John Thorogood, Treasurer

Minehead Parochial Church Council year ending 2024

RECEIPTS	Actual 2024	Sub-total
Planned Giving	£36,187	
Gift Aid from above	£9,299	
Parish Giving Scheme	£11,357	
Gift Aid from PGS	£2,473	
Mission Fund	£485	
		£59,801 ²
Interest	£4,861	²
Parochial fees	£1,786	²
Magazine	£2,071	²
SPUR	£1,825	²
Youth work donations	£52	
FUNDRAISING		
<i>Concerts</i>	£480	
<i>Café Church</i>	£2,436	
<i>Parish Lunch</i>	£28	
<i>Floodlighting</i>	£160	
<i>Knit & Knatter</i>	£84	
<i>Ladies Group</i>	£61	
<i>Talents challenge</i>	£1,254	
<i>Flower Festival</i>	£837	
<i>Craft Fayre</i>	£927	
<i>Other (Beetle, Quiz, Skittles, Teas)</i>	£613	
TOTAL Fund-raising		£6,880 ²
	£77,275	²
PAYMENTS		
	Actual 2024	
Charitable Giving	£2,611	
Parish Share	£55,000	
Salary Administrator	£3,932	
Salary Chn & Family wkr	£2,632	
Vicar's expenses		
Children & Youth Work	£1,533	
Insurance	£4,644	
Cleaner & gardener (St A)	£2,380	
Cleaning materials	£62	
Health & safety checks:		
<i>Hygiene</i>	£588	
<i>PAT testing</i>	£250	
<i>Electrics</i>	£1,416	
<i>Coomber alarms & CCTV</i>	£356	
<i>Fire</i>	£685	
<i>Training</i>	£610	
<i>Lightning conductor test</i>	£72	
Other Maintenance & repairs	£3,800	
Printer rental & copy charges	£1,396	
Paper	£1,058	
Provision of services	£1,095	
Flowers	£20	
Music	£584	
Electricity & heating oil	£9,298	
Water	£523	
	£94,545	
	DEFICIT	(£17,270)

STATEMENT OF ASSETS

The Parochial Church Council of the Ecclesiastical Parish of Minehead holds 4 bank accounts:-

	Balance 1st January 2024	Balance 31 st December 2024
1. The General Account held at Santander	£4,076.80	£4,167.82
2. The Fabric Fundraising Account held at NatWest (re-named Minehead Mission Fund)	£1,316.63	£485.63
3. The General Deposit Account held with CCLA* (...541) (the Mission Fund)	£27,250.00	£52,250.00
4. The Fabric Deposit Account held with CCLA* (...540)	£59,217.08	£51,217.08
	TOTAL ASSETS: <u>£91,860.51</u>	<u>£108,120.53</u>

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Accounts

The Parish of Minehead

St Michael's, St Andrew's & St Peter's on the Quay



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01643 818904 mineheadparish@gmail.com Reg Charity1134852

TREASURER'S ANNUAL FINANCIAL REPORT for 2023

The financial statement of the PCC has been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis for reporting. A copy of this report is sent to the Charity Commission and to the Diocese of Bath & Wells.

In October 2022, our Vicar, Revd Simon Robinson, was seconded to Truro Cathedral as acting Dean and his appointment was made permanent in August 2023. The post has been vacant for the whole of this year and is unlikely to be filled before the Spring of 2024.

The Parish has not stood still but the long period of vacancy has had an effect on our income. We have had to draw £30,000 from our reserves in order to pay the bills.

Parish Share

We budgeted to pay £65,000 of the requested amount of £81,329 but have struggled to pay £56,000. In the course of the year we have lost 8 of our regular givers some of whom were the most generous. We now have 78 who give by Standing Order (down from 91).

Employees

Our Administrator continues to be shared with the benefices of Alcombe, Dunster, Exmoor and Old Cleeve. Minehead acts as employer with proportionate contributions from the other parishes. Calculations of Tax, National Insurance and Pension are out-sourced to Jane Bates.

The Institute Trust contributed 50% of the cost of our Family & Children's Worker in 2023.

The cleaner of St Andrew's Church also now works once a month at St Michael's as well as doing valuable repair work as required.

Charitable Giving

We supported Exmoor Youth Project, Children's Hospice South-West, Missions to Seafarers, Christian Aid, St Margaret's Hospice, Macmillan Cancer Care, Our total giving to charity was £2,645 – below our target of £4,360.

Fundraising

Our SOFA group have strived to put the fun into FUNdraising and we have held successful parish lunches and a celebration of the coronation of King Charles. St Peter's Upper Room (SPUR), Minehead Matters, concerts, Café Church and other activities have raised around £8,000 as well as strengthening the fellowship of our church.

Maintenance and Repairs

This year all three church buildings had a quinquennial inspection by our architect and electrical safety inspection as well as the regular fire safety checks. These necessary works have cost £7,000, We finally completed the renovation of St Peter's at a cost of £13,000.

Heating

We spent £7,000 on electricity and heating oil and have economised where we can – including the closure of St Michael's Church for 3 months. Smart meters have finally been fitted in all churches. We face a large increase in electricity costs when the current contract ends in April 2024.

Legacies

I commented last year that we should not make the mistakes of the past in using legacies to pay the current running costs of our churches. We withdrew £30,000!

John Thorogood, Treasurer

The Parish of Minehead End of Year 2023

RECEIPTS	2022	2023
Giving services and Standing orders	£57,869	£48,810
Other giving and appeals	£2,525	£1,366
Gift Aid	£14,978	£10,284
Grants (Institute Trust)	£14,601	£17,088
Legacies	£93,889	£903
Fundraising (less costs)	£4,655	£4,325
Interest	£640	£3,060
Parochial fees (less diocese and ministers)	£4,475	£3,694
Magazine, SPUR etc (less costs)	£3,899	£4,375
Funds from reserves		£30,000
Total receipts	£197,531	£123,905

PAYMENTS	2022	2023
Charitable Giving	£4,363	£2,645
Parish Share (£81,329 requested)	£65,000	£56,000
Salaries incl pensions, tax less other parishes	£16,674	£17,585
Clergy & ministers expenses and governance	£1,807	£0
Children & Youth work	£1,167	£781
Insurance	£3,680	£4,324
Cleaning costs (incl. Covid-19)	£2,181	£3,359
Routine maintenance & repairs	£11,497	£11,934
Administration	£3,789	£3,652
Provision of church services	£1,744	£1,236
Flowers	£359	£150
Churchyard maintenance (St Andrew's)	£796	£350
Music costs organists, tuning, CCLI	£2,617	£3,225
Electricity & heating oil	£6,045	£7,257
Water	£233	£416
Repairs to St Peter's	£14,461	£13,257
Total payments	£136,413	£126,171

STATEMENT OF ASSETS

The Parochial Church Council of the Ecclesiastical Parish of Minehead holds 4 bank accounts:-

	Balance 1st January 2023	Balance 31 st December 2023
1. The General Account held at Santander	£5,773.66	£4,076.80
2. The Fabric Fundraising Account held at NatWest (re-named Minehead Mission Fund)	£1,596.63	£1,316.63
3. The General Deposit Account held with CCLA* (...03D) (the Mission Fund)	£32,250.00	£27,250.00
4. The Fabric Deposit Account held with CCLA* (...02D)	£90,217.08	£59,217.08
TOTAL ASSETS:	<u>£129,837.37</u>	<u>£91,860.51</u>

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For Information:

Some of the Costs of Maintaining 3 Churches

St Peter's on the Quay

Replacing concrete render with lime render

Replacing rotten lintels and redecorating outside £14,461.00

Replacing staircase, door and noticeboard (est.) £7,000.00

St Andrew's & St Michael's

Electrical work including PAT testing equipment £1,941.00

Recurring (annually) Health & Safety items

 Coomber security alarm check £26.40

 CCTV maintenance £93.07

 Intruder alarm maintenance £125.00

 Lightning conductor check £60.00

 Fire safety £1,121.80

Heating repairs £262.06

Additional security cameras £2,824.49

PHS Hygiene services £572.00

£28,486.82

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MINEHEAD

England & Wales - Charity number 1134852

Accounts



PARISH OFFICE: ST ANDREW'S CHURCH ANNEXE, WELLINGTON SQUARE, MINEHEAD, SOMERSET TA24 5NH
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TREASURER'S ANNUAL FINANCIAL REPORT for 2022

The financial statement of the PCC has been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis for reporting. A copy of this report is sent to the Charity Commission and to the Diocese of Bath & Wells.

Parish Share

We budgeted to pay £65,000 of the requested amount of £81,329 as we were still affected by the pandemic. We achieved this despite losing some of our congregation through illness and old age.

Regular Giving

We now have 91 people who give by Standing Order having lost 5 people but gained 4.

Employees

All our paid workers were paid during the period of lockdown.

Our Family and Children's Worker adapted some of her work by meeting outdoors.

At St Andrew's Church we recruited a new cleaner who has proved to be a willing odd-job person

Our Administrator continues to be shared with the benefices of Alcombe, Dunster, Exmoor and Old Cleeve. Minehead acts as employer with proportionate contributions from the other parishes. Calculations of Tax, National Insurance and Pension are out-sourced to Jane Bates.

Charitable Giving

Our giving to charities amounted to £4,363. We supported Exmoor Youth Project, Children's Hospice South-West, Sightsavers, Missions to Seafarers, RNLI, Christian Aid, St Margaret's Hospice, Macmillan Cancer Care, Watchet Town Band and Minehead Male Voice Choir.

We appealed for help with providing a hot meal to families attending St Andrew's Club resulting in donations of £830. And at Christmas each family received a voucher from Tesco (£600 donated)

Fundraising

Regular events raised almost £6,000:- Café Church (£2,019) Minehead Matters (£1,497) and St Peter's Upper Room (£2,402). As the year progressed more fund-raising events resumed with 4 lunches and 2 concerts. Together with donations from social groups these raised £1,987 and added greatly to strengthening the church fellowship.

Maintenance and Repairs

We budgeted for £2,500 but ended up spending £11,497. Fire safety, extending CCTV coverage, electrical work and safety measures were all essential. We await a donation from the Institute Trust to cover some of these items and we will create a more realistic budget for 2023.

Heating

We spent £6,045 on electricity and heating oil and have economised where we can including the closure of St Michael's Church for 2 months (3 months in 2023). Smart meters have been fitted in St Michael's and we expect the others to be completed shortly.

Legacies

We received 5 legacies this year amounting to £93,899. The PCC agreed that £43,000 of this be designated for the mission of the church (currently the work initiated by our Family and Children's Worker). The remainder (known as the Olive Legacy) would be used to complete the work begun by Revd Dan Olive in St Andrew's Church including improving the storage.

It is essential that we do not make the mistakes of the past in using legacies to pay the current running costs of our churches.

John Thorogood, Treasurer

The Parish of Minehead End of Year 2022

RECEIPTS	2021	2022
Giving services and Standing orders	£51,624	£57,869
Other giving and appeals	£3,100	£2,525
Gift Aid	£12,232	£14,978
Grants (Institute Trust)	£2,466	£14,601
Legacies	£14,172	£93,889
Fundraising (less costs)	£890	£4,655
Interest	£79	£640
Parochial fees (less diocese and ministers)	£3,417	£4,475
Magazine, SPUR etc (less costs)	£4,446	£3,899
Funds from reserves	£31,258	
Total receipts	£123,684	£197,531

PAYMENTS	2021	2022
Charitable Giving	£3,355	£4,363
Parish Share (£81,329 requested)	£50,000	£65,000
Salaries incl pensions, tax less other parishes	£19,311	£16,674
Clergy & ministers expenses and governance	£2,258	£1,807
Children & Youth work	£948	£1,167
Insurance	£3,419	£3,680
Cleaning costs (incl. Covid-19)	£3,721	£2,181
Routine maintenance & repairs	£23,647	£11,497
Administration	£5,747	£3,789
Provision of church services	£750	£1,744
Flowers	£151	£359
Churchyard maintenance (St Andrew's)		£796
Music costs organists, tuning, CCLI	£2,072	£2,617
Electricity & heating oil	£5,157	£6,045
Water	£250	£233
Repairs to St Peter's		£14,461
Total payments	£120,786	£136,413

NOTES

- 2021 Included a major refurbishment of the bells at St Michael's
- 2022 includes refurbishment of St Peter's which continues into 2023
- The Church Institute Trust has agreed to pay the following sums (yet to be received) £2673.60 for additional CCTV security cameras £907.78 for safe storage of Gopak tables
- In 2022 Institute Trust paid the full cost of the Family & Children's Worker In 2023 this will be reduced to 50%

STATEMENT OF ASSETS

**The Parochial Church Council of the Ecclesiastical Parish of Minehead
holds 4 bank accounts:-**

	Balance 1st January 2021	Balance 1 st January 2022
1. The General Account held at Santander	£4,404.52	£5,773.66
2. The Fabric Fundraising Account held at NatWest (re-named Minehead Mission Fund)	£4,128.63	£1,596.63
3. The General Deposit Account held with CCLA* (...03D) (the Mission Fund)	£31,967.08	£32,250.00
4. The Fabric Deposit Account held with CCLA* (...02D)	£26,000.00	£90,217.08
TOTAL ASSETS:	<u>£66,500.23</u>	<u>£129,837.37</u>

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For Information:

Some of the Costs of Maintaining 3 Churches

St Peter's on the Quay

Replacing concrete render with lime render	
Replacing rotten lintels and redecorating outside	£14,461.00
Replacing staircase, door and noticeboard (est.)	£7,000.00

St Andrew's & St Michael's

Electrical work including PAT testing equipment	£1,941.00
Recurring (annually) Health & Safety items	
Coomber security alarm check	£26.40
CCTV maintenance	£93.07
Intruder alarm maintenance	£125.00
Lightning conductor check	£60.00
Fire safety	£1,121.80
Heating repairs	£262.06
Additional security cameras	£2,824.49
PHS Hygiene services	£572.00

£28,486.82

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MINEHEAD

England & Wales - Charity number 1134852

Accounts

THE PAROCHIAL CHURCH COUNCIL OF MINEHEAD

Registered Charity No 1134852

ANNUAL REPORT AND FINANCIAL STATEMENTS



FOR THE YEAR ENDED 31 DECEMBER 2021

A welcome from Fr Simon Robinson, Vicar of the Parish of Minehead

Welcome to this year's Annual report which offers a summary of the work of the Parish. This year has been one of continued challenge in which we have all had our lives affected in many different ways. I am much relieved that at Easter 2021, last year we were able to open our churches properly and begin to return to some sort of semblance of a normal life. Last year I said this: 'There are many lessons to be learned but perhaps for me the greatest lesson has been how much we rely on each other and how much we need to rely on God.' This still stands for me. I am very grateful to everyone who has ensured that the life of our Parish continues, albeit in many different ways. I am also so grateful to you for your kindness and your compassion shown to each other and to me over this past year.

The Book of Proverbs states that we must ***'Trust in the Lord with all your heart and do not rely on your own insight. In all your ways acknowledge him. And he will make straight your paths.'***

This coming year is one in which I wish to focus on Mission and on how we grow God's church and bring many to faith in Jesus Christ. I will say a little more about this at the APCM.

Fr Simon Robinson SMMS

Location and Historical Background.

The ecclesiastical parish of Minehead in the County of Somerset, lies within the Diocese and Jurisdiction of the Bishop of Bath and Wells, the Archdeaconry of Taunton and the Deanery of Exmoor. The patronage is held by the Bishop of Bath and Wells

The parish church of St. Michael dating from the 14th century stands in a prominent position overlooking the town on North Hill. The building contains many interesting artefacts including a rood screen, 'Jack Hammer' bell, a fragment of wall mural depicting two identical angels on the 'east wall' by Henry Holiday, a member of the Pre-Raphaelite School of Art, the font dates back to the fifteenth century, memorials and a number of important ecclesiastical books including the 1342 Fitzjames Missal. St Michael's has a fine tower which houses 10 bells.

Until Covid 19 pandemic restrictions that began in March 2020 were rung for all services and on special occasions by both the resident and visiting teams.

In 2017 the Parochial Church Council sought a faculty for works to the bells and bell frame. The faculty was finally received at the beginning of 2020, mandatory Covid 19 restrictions meant that the work was unable to start until September 2021. Further delays in completing the necessary works were caused by difficulties in obtaining materials, which meant that the work was finally completed in late January 2022.

The works carried out should ensure that the bells will be safely able to be rung for a further 100 years. The tower also holds an early 19th century clock by John Smith of Clerkenwell, which continues to be hand wound. This is currently not working. We are still awaiting a report from 2018 from the Diocesan bell adviser!

St Michael's is the church preferred by the community for the pastoral offices. The building which is surrounded by a churchyard [now closed for burials] and is normally open on a daily basis to visitors.

St Andrew's situated on Wellington Square, in a central position in the town is a late but fine example of Victorian Gothic revival by George Street and consecrated in 1880. The building contains some glass from the studios of Charles Eamer Kemp. St Andrew's Church is used for worship throughout the week and as the centre for the parishes outreach work, social engagement and work with families and young people. It is used for a weekly Café Church and parish groups such as 'Knit and Natter' and the 'Men's Group', which began again in the Autumn of 2021. Now that pandemic restrictions are lifted St Andrew's can, once again be utilised for parish social functions, musical and fund-raising events and occasional use by outside organisations. The catering facilities were upgraded in 2019 and are regularly inspected by the Local Authority Environmental Department. Those using the catering facilities are required to have attended food handling and hygiene courses.

On the edge of Minehead harbour stands the **Chapel of St Peter on the Quay**, a converted salt store which was acquired by the parish of Minehead in the early 1900's. In 2018 the building underwent major internal restoration work. In 2021 it became very clear that the exterior lime rendering of the rear and side walls are in very poor condition and there is a serious problem being caused by water ingress through the ceiling beams. This will hopefully be resolved during 2022.

With the relaxation of Covid 19 restrictions in July 2021 the 'Upper Room' above the Chapel was able to be re-opened as a fund raising enterprise for local artists and charities. Overseen by Sheila Snell and run by a band of willing volunteers it attracts a large number of visitors and is a good source of income for the parish. Access to the Upper Room is through a door at the top of an outside staircase, both are in need of urgent refurbishment as a matter of health and safety.

It is hoped to resolve both fabric problems in 2022. St Peter's is the property of the PCC and as such it is difficult to seek funding from outside bodies. As the building is much loved by both the town and visitors the PCC will be seeking their help to fund the work.

All three church buildings are open on a daily basis.

From these three centres of worship is carried out a ministry of spiritual, sacramental, pastoral and missionary work in accordance with the statutory obligations laid upon the Church of England as the church established by law in this realm.

Unfortunately with mandatory Covid 19 restrictions public worship was unable to take place from the beginning of January until the end of March 2021. During this period we were able to offer an online pre-recorded Eucharist, from either St Michael's or St Andrew's every Sunday.

However the Eucharist was celebrated observing strict Covid protocols each Sunday in St Andrew's during this time with a small group assisting. Socially distanced worship in churches on Sunday, observing Covid protocols was permitted again on April 4th Easter Day.

To ensure that the social distanced protocol's were observed those wishing to attend were requested to reserve a place.

There were two celebrations of the Parish Eucharist at 08.00 Common Worship Order 2 and 10.00 Common Worship Order 1 - alternating each Sunday between St Michael's and St Andrew's. The sacrament being received in one kind at every celebration of the Eucharist during 2021.

While singing was still not permitted in enclosed spaces, at the 10.00 celebration in both churches music was provided after the Post Communion Prayers, the congregation processed outside to sing a hymn before the blessing and dismissal. The approval for singing in church again was permitted in September 2021. The week day celebration of the Eucharist at 10.00 in St Andrew's on Thursday resumed in September.

St Peter's on the Quay was open for private prayer every day during 2021. The pre-pandemic pattern of a celebration of Holy Communion at 10.00 every Tuesday and Evening Prayer every Sunday, was unable to continue because of social distancing protocols. This gave an opportunity to offer some context of worship of a contemporary flavour in the parish. In September the following monthly pattern of Evening Worship in St Andrew's began:- Potters House, Evensong, Prayer for Renewal, Evensong.

The parish churches of St Michael's and St Andrew's are subject to the faculty jurisdiction of the Consistory Court of the Diocese of Bath and Wells and the inspecting architect appointed by the Parochial Church Council is Annie Evans of Annie Evans Architects. A Quinquennial Inspection on St Michael's and St Andrew's was last carried out in 2018.

The delayed faculty works to the bells and bell frame began in the Autumn of 2021. As a matter of urgency, during 2021 CCTV cameras were fitted at St Michael's.

This work was approved by the Diocesan Advisory Council with a proviso that a retrospective faculty for the work was applied for.

The parish continued to enjoy the musical gifts of Ian Lovegrove and Richard Monks as organists at St Michael's on the first, third and fifth Sundays of the month. For music at St Andrew's the parish has enjoyed the musical gifts of several members of the worshipping community, especially Phyl Barclay and Gordon Niccolls on the piano and occasionally the organ. The parish are very grateful for their willingness to use their musical gifts for the enrichment of our worship of God. Since December 2018 the Parish has benefited from mission and ministry provision to young families through the work of Jules Perry as our Children and Young Families Worker. Before the onset of the pandemic the ever growing ministry to children and young families both through church activities and school visits had increased considerably. As government restrictions began to be eased and furlough ended, Jules Perry began meeting outdoors with families one to one. Then as restrictions eased meeting with families on a weekly basis. In the middle of September Jules Perry concentrated on Toddler Church and the Thursday after school St Andrew's Club now attracting over fifty children and adults. Her work has been highlighted as an example of good practice by the Diocese of Bath and Wells. Jules Perry works in strong collaboration with Lynne Barton in her role as the Exmoor Youth Project Worker and the youth workers in the other churches in Minehead

The parish continues to benefit from the services of a Parish Administrator Tracey Staples, who has followed Government advice and worked from home. Tracey Staples also took on the role of Parish Safeguarding and Vulnerable Adults Officer in November 2021.

The Parish also employed the services of Denise Passmore as a cleaner at St Andrew's. Unfortunately due to family circumstances Denise Passmore in October had to resign and her role was taken on by Mark James. The cleaning of the other two church buildings is provided by volunteers drawn from members of the worshipping community.

While the garden around St Andrew's has for many years been faithfully cared for by the Reverend Dan Olive and members of the congregation it was decided that we required the services of a professional gardener and in September James Wheatley took over the role.

The Parish of Minehead has a Staff Handbook to help employees to understand both their roles and responsibilities, as well as the benefits provided and the responsibilities the Parochial Church Council has as an employer.

The Parish of Minehead has also in place policies and procedures for Grievance and Discipline as well as Capability Procedure and a Managing Intruders Policy for dealing with intruders who create disturbances that cause distress or threat to those using the buildings either for worship or social purposes.

Church Attendance

The numbers on the electoral for the parish presented to the Annual Parochial Church Meeting in 2021 recorded the names of 155 people.

It continues to be almost impossible to ascertain an accurate number for the worshipping community. The Diocese recognise this complexity is caused by Covid-19.

The numbers attending worship on the two main festivals of the church were as follows:

- Easter 2021-with some Covid 19 Protocols lifted but still having to socially distance in enclosed spaces we were able to hold a Vigil Mass on Holy Saturday and on Easter Day at St Andrew's at 08.00 and at St. Michael's at 10.00 received communion in person
- and at Christmas – with protocols lifted services were held on Christmas Eve in St Andrew's at 12 noon and at St Michael's at 19.00 and on Christmas Day in St Andrew's at 08.00 at 10.00 with attending in person services.

Occasional Offices:-

- Baptism: 1 baptism of a child under two years of age took place.
- Confirmation: 0
- Weddings: 2 couples were married in church
- Funerals: funeral services were conducted by the ministry team in church, the crematorium or the local funeral directors private chapel

The Parish Clergy:

The incumbent of the Parish of Minehead is the Revd Simon Robinson who is also licensed as an Associate Vicar of Alcombe, on a reciprocal arrangement the Revd Kenneth Cross the Vicar of Alcombe is licensed as Associate Vicar of Minehead.

In addition to his pastoral and spiritual role in the parish is the chair of Governors of St Michael's Church of England First School and Old Cleeve School. In October Fr Simon was elected as a member of the House of Clergy in the General Synod. He continues to be a vocations advisor to the Diocese of Bath and Wells and is an Assistant Director of Ordinands for the Diocese of Europe and serves the wider church as a selector on the Bishops Advisory Panel. Fr Simon is a Spiritual Director.

In the parish Fr Simon was supported during 2021 by three licensed readers. Anne O'Connor, Charles Herbert, who after 40 years as a Reader moved to Tavistock to be closer to his family in December 2021. and Hilary Smith who resigned as a Reader at the end of July to become a member of the Single Consecrated Life. The incumbent and the parish are grateful for the support they receive from a number of retired clergy, the Revd. Andrew Hazlewood, the Revd. Colin Mee, the Revd. Preb. John Thorogood, and the Revd. Brian Cook.

The Churchwardens:

At the Annual Meeting of Parishioners held on line on Wednesday 28th April 2021 Diane Newton and Anne O'Connor were elected to a one year term of office under the terms of the Churchwardens [Appointments and Resignations] Measure 1964 as amended by the Synodical Government Measure 1969. Lynne Barton was also elected for a one year term of office to serve as Deputy Warden. On behalf of the parish The Revd. Simon Robinson welcomed the two churchwardens and the newly elected deputy churchwarden to their posts.

They have carried out their statutory responsibilities with diligence and care, for the fabric of our buildings and chattels, and our spiritual life together keeping us all in good heart during this year of both living with Covid19 and the gradual relaxation of the pandemic protocols.

Amongst their statutory responsibilities the Churchwardens began the enormous task of updating the Parish Property Register formally called "The Terrier" and Church Log Book

Diane Newton resigned from the post of Churchwarden on 31st October 2021. We are immensely grateful to her for her excellent work.

The Parochial Church Council:

Under the terms of the Parochial Church Council [Powers] Measure 1965 [as amended by the Synodical Government Measure 1969] the Parochial Church Council has the duty to co-operate with the Vicar of the benefice the Rev. Simon Robinson, 'in promoting in the parish in plurality the whole mission of the church,

pastoral, evangelistic, social and ecumenical '. It also has maintenance responsibilities for the church buildings and associated property.

Members of the Parochial Church Council are either ex officio or they are elected at the Annual Parochial Church Meeting in accordance with the Church Representation Rules currently in force PCC members who have served at any time from 1st January 2020 until the date this report was approved are:

The Revd Simon Robinson Vicar and Chair.

Mrs Diane Newton Churchwarden and Vulnerable Adults and Safeguarding Advisor until October 31st.

Ms Anne O'Connor Churchwarden, Reader and Diocesan and Deanery Synod Representative.

Mrs Lynne Barton Deputy Churchwarden and Deanery Youth Project Worker.

Mr Charles Herbert Reader and Deanery Synod Representative until December 2021

Miss Hilary Smith Reader until July 31st. 2021

Elected Members of the Laity:-

Mrs Jennie Boyles also Deanery Synod Representative from July

Mrs Amanda Hazlewood elected until 2023

Mr Richard Newton elected on 28th April also Health and Safety Officer

Mrs. Ruth Nicholls elected until 2023

Ms Marion Remfry elected on 28th April resigned 22nd September

Mrs Chrissie Seymour re-elected on 28th April until 2024

Mr Tony Shipley re-elected on 28th April until 2024

Mr Martyn Snell re-elected on 28th April until 2024

At a streamed meeting of the Parochial Church Council held on June 2nd 2021 The Revd Prebendary John Thorogood was co-opted as Parish Treasurer and the Revd Brian Cook co-opted as Parish Secretary under the terms of the Church Representation Rules Appendix II 1(d) (i) with no voting rights.

The Committees of the Parochial Church Council

The Standing Committee, which is required by law, has the power to transact the business of the P.C.C. between its meetings, subject to any directions given to it by the Council. The Vicar and Churchwardens are ex-officio members of the Standing Committee with two lay members of the P.C.C. The P.C.C. proposed that during 2021 the Deputy Churchwarden and Treasurer would be members of the Standing Committee. The PCC Standing Committee meets regularly to set the agenda and discuss general matters of policy, practice and concern

In addition there are working parties that operate on behalf of and under the direction of the P.C.C. They regularly report back to the PCC and all matters of policy and financial expenditure are subject to ratification by the PCC.

- Pastoral Group who help maintain contacts in compassion, prayer and support to those in need
- Children and Families Committee which enable parents and children to encounter the living God through Toddler Church, St Andrew's Club.
- Worship and Ministry Committee which under the direction of the Vicar consider the worshipping life of the Parish and the ministerial offering of the Parish Reader and the retired clergy.
- The Social Outreach and Fund Raising Working Party which coordinates all church social and spiritual activities as we proclaim the love of Christ to our community through witness, fun and friends.
- Finance/Fund Raising to support the management of the financial pressures placed on the Parochial Church Council that emerge from the Mission Action Plan, the day to day management of the parish, cost savings and known/urgent unknown expenditure.

A Review of the Year

The Parochial Church Council met on seven occasions during 2021 streamed on 22nd January, 18th March and 17th April and in person on June 2nd., July 7th., September 22nd and December 8th. The in person meetings always begin with a time of prayer and often a short passage from scripture to consider its relevance to our ministry and mission to the people of Minehead. Statutory Matters, such as Finance, Safeguarding and Health and Safety are discussed at every meeting of the Parochial Church Council:

During 2021 the Parochial Church Council:

- Accepted the Parish Safeguarding Policy, Finance Policy and Lone Working Policy,
- Accepted the Statement on the Recruitment of Ex-offenders; the Parish Statement on Domestic Abuse.
- Installed CCTV cameras in St Michael's
- Updated the Parish Property Register formally called "The Terrier" and Church Log Book. Significant thanks go to Diane Newton for leading this immense piece of work.
- Received reports from the Children's and Young Families Committee, Jules Perry the Children and Young Families Worker and Lynne Barton about the Exmoor Youth Project.

- Appointed Tracey Staples as Parish Safeguarding Officer.
- Began work on the Mission Action Plan and Parish Profile.
- Increased the hours of the Children and Families Worker Jules Perry from 18 – 20 hours per week.
- Agreed to prioritise a number of outstanding known financial items of expenditure.
- Agreed to launch an appeal to wider community for the replacing of the lime mortar on the exterior of St Peter's on the Quay.
- Received at each meeting reports from the Vicar, Churchwardens and Finance as well as statutory reports from Health and Safety and Safeguarding.

STATUTORY REPORTS

Safeguarding of Young People and Vulnerable Adults:- The Parochial Church Council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults). The Diocese of Bath and Wells acts as the umbrella organisation for all safeguarding matters. The designated Parish Safeguarding and Vulnerable Adult Officer during 2021 were Diane Newton until [October 31st] and Tracey Staples [from November 1st] who have monitored the Parish Safeguarding Policy.

Any matters of concern regarding the Safeguarding of Young People and Vulnerable Adults are brought to the attention of the PCC and have been appropriately dealt with. The Parochial Church Council as charity trustees have delegated their responsibility to report all serious incidents of safeguarding to the Charity Commissioners and the National Safeguarding Team through the Diocesan Safeguarding Advisor.

Details of those to contact about safeguarding matters are displayed in the appropriate places in all church buildings.

Health and Safety: The Parochial Church Council hopes to maintain a safe environment for all its activities, worship and buildings. The Health and Safety Policy prepared with guidance notes from Ecclesiastical Insurance is available in each church. Richard Newton agreed to take the responsibility for this role. Richard Newton is currently in discussion with the Vicar regarding the focus of this role.

As the health and safety advisor for the parish I work with the incumbent, church wardens and other church leaders to help them implement our policy and comply with health and safety legislation and regulations day by day. I am the 'critical friend' whose job it is to identify any areas of concern, oversee reporting procedures and advise in relation to processes such as risk assessment, training and safe systems of work.

There have been no incidents, accidents or near misses that give rise for serious concern in this reporting period. The parish responded to the Covid epidemic by creating a small group to discuss and implement risk assessments to keep everyone safe and help prevent the spread of the virus.

We continue to monitor the Covid situation and to issue advice and guidance in line with the NHS, central government and The Church of England. Anyone with any concerns or questions relating to health and safety in the Parish of Minehead should contact the incumbent, a church warden or myself.

Richard Newton

General Data Protection Regulations GDPR: Under the General Data Protection Regulation 2018 the Parochial Church Council of Minehead is the data controller and any personal information the Parish of Minehead may hold about you on the Electoral Roll, your Planned Giving and Gift Aid donations will be processed lawfully, fairly and in a transparent manner. If you need to contact the PCC about GDPR please contact in the first instance the Parish Administrator -Tracey Staples, Minehead Parish Office, St Andrew's Annex, Wellington Square, Minehead TA24 5NH 01643 818904 mineheadparish@gmail.com

Financial Report:

The financial statement of the PCC has been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis for reporting. A copy of this report is sent to the Charity Commission and to the Diocese of Bath & Wells.

Parish Share In the exceptional circumstances of the pandemic, we were only able to pay £50,000 of the requested amount of £82,330. This was 61% and a slight improvement on 2020. As attendance has not fully recovered, it is our intention to re-examine the list of regular worshippers; this number affects the calculation of parish share.

Regular Giving We now have 92 people who give by Standing Order and this has secured a regular income. Most of these have declared that they qualify under Gift Aid.

Employees. We committed to continue paying all our paid workers during the period of lockdown. Our Family and Children's Worker was furloughed in line with the government scheme. Our Administrator worked from home and the cleaner of St Andrew's resigned in October and has been replaced.

Keeping Safe: Keeping one another safe has involved considerable expenditure on hygiene items. We spent over £2000 making our churches safe.

Charitable Giving The PCC invited people to nominate charitable causes that the church should support. It was agreed that for three years we would support the Exmoor Youth Project, Children's Hospice South-West, Somerset Sight, the

Woodland Trust and Toilet Twinning. We managed to give £3,355 to charitable causes.

Fundraising has been hit by the lockdowns but Minehead Matters created an income of £3,900 in the first year of its new format. Estimated printing costs were about £800. And St Peter's Upper Room provided an income of £1,165 despite some urgent repair work.

Maintenance and Repairs A major planned expenditure has been on the bells and the bell frame at St Michael's which has so far cost £28,000 taken from reserves. Almost £7000 was spent on general maintenance on our three church buildings. We have instituted plans for 2022 that should keep this spending under control.

Heating We spent just over £5,000 on electricity and heating oil. This was lower than usual because our church buildings were not in use for a sizeable part of the year.

Finance Committee We need to be good stewards of the resources we have been given – not only because it is what we believe as Christians but because we cannot do everything that we need to do or would like to do. In November, the PCC set up a small group to support the work of the Treasurer and to plan ahead.

As part of this work, the Committee recommended to the PCC substantial cuts and appointed a number of people to be budget-holders who will monitor the expenditure of their area.

Legacies We are very grateful for legacies totally £14,000 in 2021 but sadly most of this has been spent on the running costs of our churches. Our aim in future will be to use legacies for the mission and ministry of the church – our Families and Children's Worker being a prime example.

Fellowship and Fundraising Church services have largely returned to normal post-pandemic and it is clear that people have not only missed the worship, singing and church activities but the fellowship that comes from this. Our Finance Committee have suggested to the PCC that we aim to raise £5000 with fundraising activities in 2022.

John Thorogood, Treasurer

Churchwardens Report:

Work & tasks undertaken in 2021

St Michaels had remained locked during the period of lock down and there was much discussion as to whether the church should be opened without the added protection of CCTV cameras. The main concern revolved around the protection of the Fitzjames Missal. A suggestion was made that a copy be made of the missal which would remain in the church while the original would be placed in safe storage in a college library. The decision was made by the PCC to ask the Church Institute Trust to fund up to £2000 to purchase and install CCTV cameras. This has now been installed.

1. The Garden of Interment for Cremated Remains is full and it was agreed to start to consider the placing of a new garden and the ongoing maintenance of the first garden.
2. Parish Property Register and Church Log Book. This has not been completed for 10 years. It was agreed that the Church Wardens would begin the work asap, Diane Newton, led on this.
3. Work on Bells and Bell Frame at St Michael. These works were begun in November 2021 and were finalised in 2022.
4. Repair to items of Church Plate. Some of the church plate had been in need of polishing and minor repairs.
5. A new Gardener began work at St Andrews. Unfortunately, the increasing cost meant that he was stood down at the end of the year
6. Our cleaner decided to resign due to a family situation. We now have a new cleaner.
7. The electric cables and lights in St Michaels, St Andrews, and St Peters were all checked and a few minor problems were completed by David Davies.
8. Church Notice Boards. There had been much discussion re the replacement of the boards at all three churches. It was finally agreed to have only the board at St Andrews repaired and repainted. This work is ongoing.
9. The annual work servicing the boiler at St Michaels and the clearing of gutters at all three churches. Alternative quotes will be sought in a bid to cut costs.

Anne O'Connor

Young People and Families:

St Andrew's Club was forced to stop during the pandemic. The after-school club was held in the Church building and the numbers have always been high so it was decided to put the provision on hold until we had a better understanding of covid-19. When we did restart in September 2021, we did so slowly by starting it outside. We had the support of Lynne Barton from The Exmoor Youth Project, as well as our amazing volunteers.

Father Simon kindly offered us the use of his garden. With the help of a gazebo and a marquee, the children were able to take part in crafts, activities and also to have a picnic style meal each week, regardless of the weather. The numbers were steady, but lower than before the pandemic as people were nervous about mixing. The families that did attend were grateful to be back together again.

In November 2021, with the correct control measures in place, we were able bring St Andrew's Club back into the church building. This was a huge celebration for not just

the families, but for the staff and volunteers as well! Numbers began to rise again as people felt more confident with mixing inside. The sit-down meal soon became the focus of the club. The children and the grown-ups really enjoy sitting down together and sharing a meal. With financial donations from members of the parish, we are now able to offer a balanced, two-course meal each week to not just the children but their grown-ups too.

We still provide crafts, activities and Bible focus but what we really enjoy seeing is the relationships growing between friends and families.

Pop-Up Toddler Church.

Due to the pandemic, Toddler Church, which was previously held in St Andrew's Church, had to change and evolve into something that fitted into the restrictions that were in place at the time. Toddler Church soon became 'Pop-Up Toddler Church' – a provision that was held outside each week rather than in the church building. During the height of the pandemic when people were only allowed to meet one other adult, Pop-Up Toddler Church continued. I met with one family at a time, offering a tailored session each time. As restrictions began to ease, the size of the group was able to grow, from one adult, to 6 adults in total. Before long, I was able to hold two sessions a week. Recently, the two sessions have now merged into one longer session. This is held every term-time Wednesday morning.

Throughout the past year, we have explored many topics and major Christian festivals. The children have done this through a multisensory approach. There are weeks that the children do a craft, other weeks that they use their drama skills to act something out. There is music, singing, prayer and always laughter! The children, some of who were born just before the pandemic, are enjoying being in the company of other children once again. The grown-ups have formed a really wonderful friendship group. They are kind, understanding, loyal and always on hand to listen to each other's concerns, worries and to help them navigate their way through parenthood.

Collective Worship

I have been supporting Father Simon and Lynne Barton from the Exmoor Youth Project with Collective Worship all year. When I first started in the role of Children and Family's Worker, I had very little experience of Collective Worship. I now feel confident and at ease with leading worship. I greet the children, use the laptop and projector to show a presentation and help teach the children songs and dance routines. Many of these children attend our children's provisions with their families so it is important for them to see me each week. When the school are unable to attend due to staff illness or bad weather, Lynne Barton and I deliver Collective Worship at the school.

Summer Day Camp

I was lucky enough to be asked to support the Exmoor Youth Project with their Camp in the summer of 2021. I particularly enjoyed this, as I was in charge of cooking on

the campfire! This year it was held at Treborough Woodland. It was a 3-day daytime experience for the children this year rather than overnight which it has been in previous years. This was due to covid and the uncertainty about what we could deliver with the changing guidelines and legislation. However, the slightly reduced hours did not mean reduced fun for the campers!

The children got involved with learning how to safely build a campfire as well as cooking their own meals on it once the fire was hot enough. They enjoyed cheesy nachos, fresh bread, bananas stuffed with chocolate and one of my campfire favourites – smores!

There were plenty of competitive games played, such as Body Pictionary and Circus games. The children and staff/volunteers also got very involved in the messy games, water games and den building! There were plenty of opportunities for arts and crafts – some wonderful creations were made, such as, tie dyed t-shirts, bird feeders, grass heads and collages. It didn't stop there, the children were even able to get into the kitchen and have a go at some baking

Cooking Club.

Cooking Club, our youth group had been meeting virtually throughout lockdown. They had been very keen to meet in person and in June they had a face-to-face session. They met at the beach on a beautiful sunny Sunday evening where they enjoyed a picnic together, played rounders and body boarded in the warm sea. Since then, it has been decided that Cooking Club was no longer hitting the brief and that it was time to end it. We hope to relaunch a youth provision in the future.

Inspire Event

I was asked by the Go Team from Bath and Wells to be a guest speaker at their Inspire Event on the 21st September. I spoke on their Under 5's Resources and Chat Inspire Event. I was asked to share a little about our Toddler Church. I spoke about how we have adapted over the pandemic, what has worked well and what the future may look like for the provision.

One-off School Events.

I have supported the Exmoor Youth Project throughout the year with one-off days and events in the church. An example of this is the Church Symbols Session that we held at St Andrew's Church for Minehead First School. We taught the children about Church Symbols and how Christian's worship God.

I have also been going into the schools to support the Exmoor Youth Project. I visited Minehead First School with Lynne Barton to help year 2 learn all about the Bible as part of their Religious Education topic on Christianity.

Jules Perry Children and Families Worker

Exmoor Deanery Youth Project:

Drawing the first quarter of 2021, both Jess and myself were on part time furlough. During this time, I put together some Lent and Easter boxes for the parish, as Jules was furloughed. Jess and I also put together Easter resources for the schools to use as at this time we were still not able to go in.

In April Jess and I were able to re start Timberscombe lunch club, we were also invited in to do our first face to face assembly of the year at Minehead First school. We were asked to discuss Easter and then had the honour of judging their Easter Bonnet competition.

May saw the restart of Collective worship at Timberscombe school, and in June we restarted collective worship at St Andrew's church with one year group each week from St Michael's First school. Jess and I also returned to our full hours so we could prepare for holiday club and camp.

We were able to support Minehead First school host their leavers services at St Andrew's Minehead, also Old Cleeve First school with their leavers service at St Andrew's church Old Cleeve. July also saw the project hold a three day – day camp at Treborough woodlands. Followed in August by a two-day Holiday club at Minehead Methodist church. Both of these events are ecumenical events and we were lucky enough to be joined by both Fr Simon Robinson and Rev Nick Lakin, as well as Jules Perry from Minehead Parish, Rebecca Edwards from the Methodist Circuit and volunteers from both Minehead Parish and the Methodist Churches.

The return of the schools in September brought about a restart of Collective worships in Minehead, Timberscombe and Porlock. It also brought the restart of St Andrew's club outside in the vicarage garden. The project loaned the parish the use of their large marque and I was able to continue my long support of this club with Jules. Jess went on maternity leave at the end of September and will return at the beginning of June 2022.

In October I started work on a prayer shed at St Michael's school with the head Alex Butler, I was also invited back into Old Cleeve school to help restart their regular collective worship.

Even though covid cases were climbing and schools were being asked to scale back their Christmas events I was still able to do Advent assemblies and collective worships at schools, along with Christingle services and four Christmas assemblies and Minehead Middle school. This was the first time I had been asked back into the school since before the pandemic.

I also supported Jules with two Christmas parties at St Andrew's club.

Lynne Barton – Children, Families and School worker for the Exmoor Youth Project.

St Peter's Upper Room 2021:

We were able to open St Peter's Upper Room at the end of June this year after missing a whole seasons trading because of the Covid 19 pandemic. Many of those who had been making items for sale felt this loss especially as through the lockdowns we had just kept crafting and I was faced with a huge pile of lovely items

for sale and nowhere to sell them! There were many things to think about before re-opening, the most important was how to keep everyone safe, both staff and customers.

Thankfully Richard and Diane Newton came to my rescue as I was recovering from extensive hip surgery which was undertaken in April and was consequently not very mobile. They had the expertise to set up the Upper Room with hand sanitiser, masks, a screen etc. and make it Covid safe. We agreed to fund a card machine to be paid for from any profits made as cash handling proved to be one source of carrying the infection. The cash machine has increased sales I am quite sure and even the treasurer likes it! We all went for training to learn about all the new procedures that were in place to keep ourselves and our customer's safe and how to use the card machine. Anyway all these precautions have proved sensible as to my knowledge no-one contracted Covid or passed it on. All in all I think it was a successful season and has raised in excess of £1,000 for church funds even after taking into account the £400 plus that was spent on Covid secure procedures. and has been the only source of fundraising in 2021. However there are concern's about the door which has been extremely troublesome throughout the season. The lock is also no longer fit for purpose. On many occasions volunteers have been unable to make the building secure and it has now become unsafe to leave anything of value in there. This would probably mean that the individual producers insurance would be invalidated. This will have to be replaced before the 2022 trading season begins. The stairs leading into the shop are also in urgent need of renovation. At a meeting held in St. Andrew's church on 25th October attended by 11 staff and producers it was also felt that an A board advertising the Upper Room be an asset – this would need to be left in the chapel when not in use outside.

Sheila Snell

Statement of Assets

The Parochial Church Council holds 4 bank accounts:-

1. The General Account held at Santander
2. The Fabric & Fundraising Account held at NatWest
3. The General Deposit Account held with CCLA*
4. The Fabric Deposit Account held with CCLA* [This account is restricted for St Michael's Church]

TOTAL ASSETS:

£16,469.05 £ 2,648.13 £17,000.00 £63,225.00

£99,342.18

£ 4,404.52 £ 4,128.63 £26,000.00 £31,967.08

£66,500.23

Balance on Balance on
31st December 2020 31st December 2021

**CCLA Investment Management Ltd holds the funds of the Central Board of Finance of the Church of England*

Major fabric items of expenditure in 2021

The overhaul of the bells at St Michael's Church which has cost so far £28,040 which has been taken from the reserves held by CCLA. A final bill is anticipated and an application has been made for a grant from *The Listed Places of Worship Scheme* equivalent to the VAT paid.

Security of St Michael's Church was improved with the installation of CCTV at a cost of £2,396. Fire safety in all three churches was upgraded at a cost of £1075.

The Parish of Minehead End of Year 2021

RECEIPTS	2020	2021
Giving at services	£52,994	£51,624
Other giving and appeals	£977	£3,100
Gift Aid	£15,870	£12,232
Grants Institute Trust	£5,836	£2,466
Legacies	£1,125	£14,172
Fundraising events (less costs)	£636	£287
Interest	£572	£79
Parochial fees (less diocese & ministers)	£1,922	£3,417
Magazine, SPUR etc less costs	£1,119	£4,446
Floodlighting & private printing	£467	£603
Funds from reserves	£18,575	£31,258
TOTAL Receipts £100,093		£123,684

PAYMENTS	2020	2021
Charitable Giving	£2,500	£3,355
Parish Share £81,330	£50,000	£50,000
Salaries incl pensions, tax, less other parishes	£23,000	£19,311
Clergy & Ministers Expenses & Governance	£2,500	£2,258
Children & Youth Work	£1,000	£948
Insurance	£3,200	£3,419
Cleaning costs including COVID-19	£750	£3,721
Routine maintenance & repairs (incl bells)		£23,647
Administration	£5,000	£5,747

Provision of services	<i>£500</i>	£521
Flowers	<i>£300</i>	£151
Music costs organists, organ tuning, CCLI	<i>£2,000</i>	£2,072
Electricity and heating oil	<i>£7,000</i>	£5,157
Water	<i>£250</i>	£144
TOTAL Payments	<i>£98,000</i>	£120,451

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MINEHEAD

England & Wales - Charity number 1134852

Accounts

Statement of Assets

The Parish of Minehead	ACCOUNTS for 2020	
RECEIPTS	2020	2019
Giving at services	£52,994	£60,255
Other giving and appeals	£977	£2,522
Gift Aid	£15,870	£11,883
Grants Institute Trust	£5,836	£18,683
Legacies	£1,125	£5,004
Fundraising events (less costs)	£636	£4,939
Interest	£572	£854
Parochial fees (less diocese & ministers)	£1,930	£3,947
Magazine, SPUR etc less costs ²	£1,119	£4,339
Floodlighting & private printing	£468	£1,064
Funds from reserves	£29,447	£10,679
TOTAL Receipts	£110,974	£124,169
PAYMENTS	2020	2019
Charitable Giving	£2,227	£1,225
Parish Share	£41,568	£77,081
Salaries incl pensions, tax, less other parishes	£17,093	£22,091
Clergy & Ministers Expenses & Governance	£1,605	£2,233
Children & Youth Work	£372	£3,060
Insurance	£3,199	£3,357
Cleaning costs including COVID-19	£4,175	£986
Routine maintenance & repairs	£15,642	£26,412
Administration	£5,645	£5,321
Provision of services	£773	£1,954
Flowers	£98	£261
Music costs organists, organ tuning, CCLI	£2,089	£1,014
Electricity and heating oil	£4,985	£6,817
Water	£248	£236
TOTAL Payments	£99,719	£152,047
Surplus (Deficit)	£11,255	-£27,879

Statement of Assets

The Parochial Church Council holds 4 bank accounts:-

	Balance as at 31.12.2019	Balance as at 31.12.2020
The General Account held at Santander	£4,324.06	£16,469.05
The Fabric & Fundraising account held at NatWest	£9,611.09	£2,648.13
The General Deposit Account held with CCLA* <small>(£30,000 of this account was designated for 3 years in 2019 for the Family & Children's Worker £20,000 has now been spent)</small>	£27,000.00	£17,000.00
The Fabric Deposit Account held with CCLA* <small>(This account is restricted for St Michael's Church)</small>	£80,000.00	£63,225.00
TOTAL ASSETS	<u>£120,935.15</u>	<u>£99,342.18</u>

**CCLA Investment Management holds the funds of the Central Board of Finance of the Church of England*

Payments made on fabric items

Replacement office computer	£735.99
Two hand driers for St Andrew's	£936.00
Final payment on two new sound systems	£8,309.00
Redecoration of St Peter's	£1,331.00
Roof repairs St Michael's	£1,434.00
Flags for St Michael's	£189.00
Coomber security	£323.39
Electrical work	£577.66
Locks and Locksmith	£390.00
Heating maintenance St Andrew's	£540.00
Decorating at St Andrew's	£310.00
Installation of WiFi	£292.79
TOTAL	<u>£15,370.00</u>

Signed: _____
Chairman

Dated: _____

Signed: _____
Treasurer

Dated: _____

Signed: _____
Independent Examiner

Dated: _____

Statement of Assets

ANNUAL FINANCIAL REPORT 2020

The financial statement of the PCC has been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis for reporting. A copy of this report is sent to the Charity Commission and to the Diocese of Bath & Wells.

Parish Share At each of their meetings the PCC monitor receipts and payments against an agreed budget. As you can imagine, the budget went out of the window when we were hit by the pandemic. Our biggest annual outgoing is our contribution to the Diocese (known as the Parish Share). We have paid 52% of the amount we were asked to pay and, it must be said, the Diocese has been very understanding and supportive towards all churches

Regular Giving It was clear that we would be unable to undertake any fund-raising; we only received 5% of our projected fundraising. We were also concerned whether those who give regularly to their church would do so. In fact we received 85% of our regular giving for which we are very grateful. 25 people have moved to using standing orders.

Stewardship Russell Perkins has taken over from David Chapman as our stewardship recorder. He has the important responsibility of claiming the Gift Aid on our donations. We thank David for his service.

Employees We felt we had a duty to our paid workers: our Family and Children's Worker, Administrator, Cleaner and also our two organists. We committed to continue paying them all. Our Family and Children's worker was furloughed in line with the government scheme.

Keeping in Touch The two lock-downs particularly affected our congregation, many of whom were considered to be in the "extremely vulnerable" group. They also comprise many of the people who do not use computers and so were unable to access the online services created by the Vicar. We returned to using the post far more than we have been used to; literally spending hundreds of pounds with stamps costing 65p. We contracted to use a franking machine for post, saving a third of the cost. Fr Simon has also created a telephone dial-a-service.

Keeping Safe Keeping one another safe involved considerable expenditure on hygiene items. We spent over £5000 making our churches safe. We are grateful to the Church Institute Trust for covering most of the additional cost.

Charitable Giving The PCC invited people to nominate charitable causes that the church should support. It was agreed that for three years we would support the Exmoor Youth Project, Children's Hospice South-West, Somerset Sight, the Woodland Trust and Toilet Twinning. Sadly, we have not achieved anything like our target of 10%.

Minehead Matters had a break of six months during which it was agreed to use a new format (A4 instead of A5) under a new editor. This has met with general approval and although it is a larger magazine, it actually costs less to produce. In more normal times it should produce a four figure profit for the church. Our thanks go to Ian Dean for his time as Editor.

Maintenance and Repairs It is not always easy to budget for the maintenance of our 3 church buildings as often items need attention immediately. £29,447 was spent on maintenance and improvements, some begun in 2019.

Heating A major item of expenditure is the heating of three churches. We are also aware of our duty to the environment. Much time has been spent getting the heating in St Andrew's working well. The annexe and Parish Office use inefficient storage heaters and we are looking for alternatives. We hope to replace the noisy fan heaters in St Peter's. St Michael's, we are warned, will need a new boiler soon. The PCC decided not to use St Michael's during January and February because it is not easy to get it warm enough in the winter - and the access can be hazardous.

The Sermon How we manage our money is a sign of how we put into practice our Christian beliefs. It is about good stewardship. In Luke 16 we read about the story of the "unjust steward" who, when put out of his job, says "*What shall I do, for my master is taking away the stewardship from me? I cannot dig. I am ashamed to beg*" Digging ourselves out of financial problems often leads us into a bigger hole. Begging is not an option (remember the thermometer outside churches?). The steward chose to make friends - and I believe that is the right option.

John Thorogood, Treasurer