

# St Giles' Church, Oxford

Charity: 1135246

## Annual Report 2021

### Background

St Giles' combines the role of a parish church to a gathered congregation with that of a "city church". The congregation is largely resident outside the parish (though many reside in the joint benefice) and consists of people who choose St Giles' for worship because of its history, its music, and its distinctive qualities of churchmanship and Christian witness. Liturgically it sits between the Anglo-Catholic traditions of its own sister church, St Margaret's and the strong evangelical traditions of St Andrew's, Linton Road and St Aldate's.

### Mission

The mission of St Giles is threefold:

1. To provide a forum for worship for those who position themselves between the extremes of Anglo-Catholicism and Evangelicalism.
2. To act as a social and cultural centre for the community that surrounds it.
3. To fulfil the historic mission of St Giles, the Saint, caring for the homeless and travellers.

### Administrative

Vicar:	Rev. Daniel Walters
Parish Office:	St Giles' Parish Rooms, 10 Woodstock Road, Oxford OX2 6HT <a href="mailto:beneficemanager@st-giles.org">beneficemanager@st-giles.org</a>
Bank	CAF
Independent Examiner:	Michael Ling <a href="mailto:m.p.ling@ntlworld.com">m.p.ling@ntlworld.com</a>

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### Electoral Roll and Church Attendance

There were 94 names on the Electoral Roll at the APCM on 23<sup>rd</sup> May 2021.

### Membership 2020-21

Members of the PCC are either *ex officio* or elected by the Annual Parish Church Meeting in accordance with the Church Representation Rules.

### Ministerial Team

Vicar:	Revd Daniel Walters
Associate Priest (stipendiary)	Vacant
Associate Priest (self-supporting)	Revd Dr Anne Holmes
Licensed Lay Minister:	Mr David Longrigg

### Lay Members

Churchwardens:	Mrs Joanne Russell, Mr Paul Rutterford
Deanery Synod Representatives:	Mrs Maureen Chu, Ms Melanie Florence, Mrs Catherine Hilliard

### PCC: Elected Members

Mr Joseph Hollies  
Dr Tim Myatt  
Mr Andrew Patterson  
Mrs Mary Whitlock  
Prof Helen Fletcher  
Dr Nicholas Prozzillo  
Dr Andrew Sillett

### Church Officers with automatic invitation to attend PCC Meetings

Organist	Mr Andrew Patterson
Choir Director	Dr Nicholas Prozzillo
Tower Captain	Dr John Pusey
Health and Safety Officer	Mr Jim Smith
Safeguarding Officer	Dr Siân Grønlie, Dr Lorraine Desai

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### Committees

The PCC normally has six meetings during the year. It has a Standing Committee which meets between the PCC. It also has the following committees which report to the PCC:

#### *Standing Committee*

This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any direction given by the Council.

#### *Finance Committee*

This oversees the general financial dimension of the parish by monitoring income and expenditure, budgeting and regular control of Planned Giving, etc.

#### *Buildings Committee*

This oversees the maintenance of the church building.

#### *Choir and Music Committee*

This oversees choral and other musical activities at St Giles'.

#### *Project 900 Committee*

This coordinates and oversees fundraising for a major building project to commemorate the 900<sup>th</sup> anniversary of St Giles'.

#### *Jazz Committee*

This oversees a major concert series run by St Giles', supporting the church and nominated charities.

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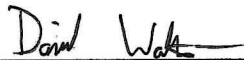
## Annual Report 2021

### Review of the year

The activities during the year are reviewed in the following reports:

- Vicar's Report pg. 5
- Churchwardens' Report pg. 7
- Financial Review and Reserves pg. 10
- PCC Report pg. 11
- Safeguarding Report pg. 13
- Health and Safety Report pg. 14
- Choir & Music Report pg. 15
- Building Report pg. 17
- Deanery Synod Report pg. 18
- VCWT Report pg. 20
- Susan Kidd Charity Report pg. 21
- Parish Rooms Report pg. 22
- Bell Ringing Report pg. 23
- Project 900 Report pg. 25

Signed on behalf of the PCC



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Revd Daniel Walters, Vicar

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### Vicar's Report

2021 was really a year of transition for St Giles' – the first year since 1997 in which our previous Vicar, Andrew Bunch, was not in post. However, it was also of course a year of transition for the country, as vaccinations began to be rolled out at the start of the year.

These dual factors had a huge impact on the life of the parish. At the same time as people were starting to get their jabs, the so-called "Kent variant" emerged at the end of 2020 and spread widely in the beginning of 2021, leading to a **third national lockdown**. Although places of worship had more freedom this time around to decide how they would respond, St Giles' PCC approved the difficult decision to initially close once again and gradually re-open in a phased approach, in line with the Government's "roadmap".

This meant that our **Lent course** this year was online via Zoom, offered to parishioners from across the Benefice and based around Rowan Williams' short but thought-provoking book *Being Disciples*. We had some excellent discussions with a healthy number of participants, which was encouraging.

During **Holy Week** we took a hybrid approach – the principal liturgies of Palm Sunday, Maundy Thursday, Good Friday and Easter were all online, but at the same time members of St Giles' had the opportunity to receive Holy Communion at small, pre-booked in-person services. Our guest speaker, Charlie Annis nCR (from the Community of the Resurrection in Mirfield, West Yorkshire) led us through the week as he helped us to explore our lives of prayer, and his talks were widely appreciated.

The summer brought with it a further relaxation of rules (despite a slight delay nationally with the new "Delta" variant). This meant that our **summer "Vicarage" garden party** could go ahead, allowing many members of St Giles' to enjoy time together outside, for the first time in a long time.

The summer of 2021 also brought to an end the long period of uncertainty as to the **new Vicar** for the benefice, which of course had been on the mind of many (not least my own!) since Andrew had announced his retirement in late 2019. Being appointed as Vicar in a benefice in which I had already served for (at that point) two years was a strange experience – of course many of the quirks and idiosyncrasies of both parishes were already familiar to me, but it is a very different role and I still have much to learn and get my head around. It also began the search for a **new Associate Priest** – who has since been appointed, and we look forward to welcoming Stephen to the benefice in the summer.

In the short-term, if anything, things have been even more hectic since the appointment and my induction. There are so many important but competing priorities, as we emerge out of the pandemic, look forward to the future with Project 900 and develop our approaches to governance, HR and administration – all the boring but important stuff which allows us to then focus on the real priority of the Gospel of Christ.

To this end, I am **hugely grateful** to so many people who have been pivotal in keeping St Giles' alive and thriving during the course of 2021. Many of them have written their own sections elsewhere in this report, but of course I must pay especial tribute to my fellow clergy colleagues (Anne Holmes, Bernard and Liz), our fantastic churchwardens (Joanne and Paul), our fantastic staff team of Meg, Ali and Anne Dutton, our PCC Secretary Andrew Sillett, our musical team of Nicholas and Andrew Patterson, and our chief sidesperson Jim. All have been incredibly flexible with constantly changing circumstances and patient with me as I invariably forget something important, for which I am very grateful. Thanks must also be given to the other priests external to the benefice who took numerous services at St Giles' during 2021 while we've been without an Associate Priest, and also to all the

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members of the St Giles' family who have contributed in so many ways, as sidespersons, sacristans, readers, intercessors or on the coffee rota.

**Advent and Christmas** were especially hectic for me, with the usual transition period between clergy posts (which parishioners may not have been aware of) took place in November making planning somewhat rushed, with the big induction/institution service (a hugely joyful occasion for me and I hope others) and yet another new variant (Omicron) keeping life "interesting"! In the end Christmas was slightly more restrictive than any of us would have ideally liked, but a definite improvement over 2020's – let us hope and pray that by our next Christmas together both coronavirus and clergy vacancies will be a thing of the past!

*Revd Daniel Walters. Vicar.*

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## **Annual Report 2021**

### **Churchwardens' Report**

#### **2021 - A 'Precedented' Year**

2021 began with a national lockdown caused by a third wave of the Coronavirus. Measures began on January 6th and stayed in place until May 17th 2021. During this time, the Church of England left decisions about church opening to the discretion of incumbents and churchwardens.

At St Giles, services were live-streamed only from January – March 21st. Services at this time were accompanied by organ and a small number of singers, no more than 2 or 3 choral scholars. From March 28th – May 23rd, the Sunday 10.30am remained live-streamed only, while smaller in-person services resumed – Evening Prayer, 8am Eucharist, Wednesday Eucharist. By 23rd May (Pentecost), the government had allowed mixing of people together indoors (from May 17th), and all services resumed in person.

Social distancing measures remained in place in church. Services were accompanied by restricted choir, while congregational singing of hymns was still allowed as long as masks were worn by congregational singers.

#### **The Interregnum**

Revd Andrew Bunch and his wife Kathryn moved out of the Benefice vicarage in January 2021. Because his last service had taken place in November 2020, the interregnum had already unofficially begun. Andrew's outstanding annual leave, however, meant that his official leaving date was in January 2021.

The vicarage did not stand empty for long. Diocesan rules dictated that it must be rented out for a minimum of six months with all rental income going to the Diocese of Oxford rather than the Benefice. A St Giles' gardening task force just had time to tidy up the gardens before the diocese organised the rental and on February 12th tenants moved in, leaving on August 12th.

Preparations for finding Andrew's replacement began in earnest. The four Benefice churchwardens, Prof Richard Cooper, Dr Hugh Series, Mrs Joanne Russell and Mr Paul Rutterford, worked closely at this time with Revd Peter Groves, Asst Archdeacon and Revd Anthony Buckley, Area Dean. The job specification was drawn up, St Giles' PCC under the organisation of PCC Secretary Dr Andrew Sillett drew up a new parish profile. The incumbency was advertised in two editions of The Church Times in April 2021.

There was substantial interest in the post, with ten applications received. The PCCs of both St Giles and St Margaret's expressed a strong desire to be actively involved in the appointment process. Susie Harris and Richard Cooper were representatives for St Margaret's, while Joanne Russell and Paul Rutterford were representatives for St Giles. These representatives, with the Assistant Archdeacon and Area Dean, drew up a shortlist of 5 candidates and interviews were arranged for July 23rd.

On the evening of July 22nd 'Meet the Candidates' took place, when shortlisted candidates visited St Giles to meet a wider selection of congregation members. Feedback from these informal meetings went to the parish representatives and was considered in the decision-making process following interviews. On July 23rd Interviews took place in front of a panel of eight: Bishop Stephen, Patron's Representative Elizabeth MacFarlane, Archdeacon Jonathan Caffey, Assistant Archdeacon Peter Groves, Area Dean Anthony Buckley, Lay Deanery Representative Prudence Daley and the four Benefice representatives (named above). The standard of candidates was exceptionally high: it was a closely-run contest. Parish feedback from 'Meet the Candidates' was a major factor in the decision-

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making process. Revd Daniel Walters was appointed with clear agreement between all eight panel members that he would be an excellent vicar for the Benefice, having served very successfully for eighteen months and having led the Benefice through the interregnum as well as through the three Covid lockdowns.

### **The Licensing and Installation of Revd Daniel Walters as Vicar of St Giles**

The Licensing and Installation of Daniel as Vicar of St Giles and St Margaret's took place in St Margaret's Church on November 30th.

This service was a victim of Coronavirus restrictions – due to the rise of a new variant, omicron, numbers had to be limited and social distancing observed. Nevertheless, it was a memorable and joyful occasion for both churches. Covid brought the two churches closer together through the sharing of online services; the interregnum and the appointment of Daniel as our vicar further increased our closeness.

Diocesan support for the churchwardens during the interregnum - indeed Diocesan support throughout the appointment process of our new vicar - was excellent. Our Area Dean, Anthony Buckley, was an unfailing source of support, advice and direction. Archdeacon Jonathan Chaffey was a practical help, coming to St Giles' to preside over Holy Communion in January.

The churchwardens would like to extend a truly tremendous 'thank you' to the many clergy who came to lead services at St Giles supporting us throughout 2021. Special thanks in this respect are due to our Benefice ministry team who consistently gave above and beyond the call of duty - Revd Anne Holmes and Revd Bernard Silverman, as well as to Revd Dr Liz Carmichael. Visiting clergy in 2021: Archdeacon Jonathan Caffey, Revd Canon Richard Peers, Revd Dr Zachary Guiliano, Revd John Findon, Revd Shei Crowther, Revd Alwyn Pettersen.

The churchwardens would like to extend a tremendous 'thank you' to our superb lay minister Dr David Longrigg, for his reliable contribution to 10.30am Communion services in reading the Gospel and who also led many services in 2021. Further thanks go to Dr Siân Grønlie for regularly presiding at Evensong; to Dr Andrew Sillett for leading Evensong from the choir stalls; and to Dr Nicholas Prozzillo for his tireless enthusiasm in nurturing the musical life of our church in 2021, his tenth year as Choir Director of St Giles.

### **Christmas 2021**

On December 8th, the government announced further civic measures (the so-called Plan B) to combat the rise of infection levels due to the omicron variant of Coronavirus. Services were once again affected – bookings were taken for attendance at in-person services.

### **Jean Darke's Jazz at St Giles**

A series of four jazz concerts was held - September 14th, Chris Ingham and Mark Crookes; October 9th, David Gordon Trio; November 6th, Pete Oxley and Nick Meiers; December 4th, The Brickwork Lizards. The series, renamed in memory of founder, Jean Darke, raised £3000 for Project 900.



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### **The Gatehouse**

The Gatehouse continued to operate a take-away service, as well as to deliver groceries to many vulnerably-housed people in a 5-mile radius of Oxford City. The loss of several foodbanks has increased demand for this service.

Thanks to an application submitted by Revd Dr Anne Holmes, a counselling service began at The Gatehouse, funded by a grant from The Diocese of Oxford. The counsellor is reported to have had great success with the clients of The Gatehouse and St Giles PCC are keen for the initiative to continue.

### **Insurance**

Church: The Insurance cover was renewed in December 2021 with Ecclesiastical.

Painting on loan from The Ashmolean Museum: in September 2020 the PCC paid the annual premium for the painting (Menorah by Roger Wagner).

### **Churchyard**

Thanks to Helen Dodd for co-ordinating several gardening mornings through 2021, and for making a huge difference to the North churchyard. In September 2021 a tent appeared in the South churchyard and remained there for the rest of the year.

The churchwardens would like to thank all the volunteers and helpers who keep the church running and in good heart

*Joanne Russell, Paul Rutterford. Churchwardens*

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### **Financial Review**

The continuation of social restrictions due to Coronavirus for almost half of 2021 caused another idiosyncratic year in the church finances. The church was closed for Sunday 10.30am Communion until May 2021. Whereas 2020 saw the cancellation of large-scale church events, in 2021 these resumed but on a far smaller scale than usual. Though the church was open for St Giles' Fair, refreshments were not offered for sale; JASG resumed for four Autumn concerts, with a restricted audience of 50; Thursday lecture series did not return in this inter-regnum year.

Cash collections in services were up on last year, but only by £232. Planned Giving remained similar to last year, going up by £143.

Governmental Finance support, as well as grants from Oxford City council continued to give substantial support. HMRC job retention scheme (furlough) contributed over £8,300. Oxford City Council granted the Parish Rooms £10,899.

Project 900 – see Project 900 report, below.

Choir Academy Fund included £5653 in donations and £1229 in Gift Aid. Money raised through concerts went to P900 New Organ Fund.

Thursday Talks – cancelled.

St Giles' Fair – raised £196.

Autumn Jazz (JASG) – a series of four Autumn concerts raised £2992 to be split between P900 Fabric Fund and P900 New Organ Fund.

Unrestricted funds at the end of 2021 £20,156. This is the effect of a brought-forward figure of £10,810, a surplus in the year of £495 and a one-off net transfer from restricted funds of £8,851.

The transfer from restricted funds was due to further clarification of fund definitions.

### **Reserves**

Reserves equate to the total unrestricted funds of £20,156.

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### PCC Report

Since the last APCM, meetings of the Parochial Church Council (PCC) have been open to attendance by:

- The ministerial team: Daniel Walters, Anne Holmes, David Longrigg.
- The churchwardens: Joanne Russell, Paul Rutterford.
- Deanery Synod Representatives: Melanie Florence, Catherine Hilliard, Maureen Chu.
- Elected Members of the Laity: Joseph Hollies, Tim Myatt, Andrew Patterson, Mary Whitlock, Helen Fletcher, Nicholas Prozzillo, Andrew Sillett.
- Church Officers (not listed above): Siân Grønlie (Safeguarding Officer), Jim Smith (Health & Safety Officer), John Pusey (Tower Captain).

In this period, the PCC has met six times. Five of these were ordinary meetings (23<sup>rd</sup> June, 11<sup>th</sup> August, 1<sup>st</sup> December 2021, 2<sup>nd</sup> February and 6<sup>th</sup> April 2022). In addition to these, there was one extraordinary meeting (1<sup>st</sup> September 2021). These meetings have always been quorate, and, when appropriate, non-members have been invited to advise the PCC on various issues. The decision to hold meetings online over Zoom, which began as a necessity, has been continued as a virtue. Attendance has greatly improved as a result of this innovation. Our PCC is made up of volunteers, all of whom have busy personal and professional lives, and many of whom do not live in central Oxford. The move to online meetings has been transformative in facilitating their attendance and engagement.

The Standing Committee, which can be empowered by the PCC to take specific decisions on its behalf between regular meetings, was not required to meet in the last year. In part, this is a sign of the PCC's ability to organise and process decisions according to its schedule of regular meetings. The online platform has also made it easier to convene extraordinary meetings when decisions are required beyond the bimonthly schedule. When it has not been possible to schedule a full extraordinary meeting, remote votes have been taken.

In addition to the Standing Committee (the existence of which is mandated in the Church Representation Rules), the PCC saw fit to convene five sub-committees: a Finance Committee, a Buildings Committee, a Choir & Music Committee, a Jazz at St Giles' Committee and the Project 900 Steering Group. All of these groups have their own chair and secretary, and may offer either impetrative or oblique recommendations within their own sphere of expertise. The specific activities of these groups can be found in the relevant reports. The PCC has been grateful for the advice and guidance provided by these sub-committees over the last year: their recommendations and considerations have allowed the PCC to make important decisions on complex and technical matters in full knowledge of their consequences.

Last year's PCC report looked forward to a return to normal service in 2021-2022. In some areas this has been achieved, in others it remains on the horizon. One area in which this return has been best achieved is the resumption of in-person worship and events. While there have been some fluctuations in caution following the various steers provided by the government, the PCC seems to have overall divined the will of the congregation and the church community. Opportunities to return to in-person worship and activities have been taken up enthusiastically. A policy of allowing members of the congregation to assess for themselves the level of risk they are comfortable with is allowing life to return to the church. Livestreaming of services ran in parallel with this reopening in order that those who do not yet feel comfortable returning should not be cut off from the community.

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One major challenge preventing a return to normality, however, is the reckoning of the financial costs of lockdown. It is, perhaps, to be expected that during an interregnum there was reluctance on the part of the PCC to make major interventions either to cut expenditure or increase income without the sanction of an incumbent. This is not, however, an issue that can be put off indefinitely. A major test for the PCC of 2022-2023 and its new incumbent will be their handling of these issues. The congregation, after all, elects the PCC and entrusts its members with the responsibility of protecting its assets and financial good health.

The most frequently recurring items of business in PCC meetings were Project 900 and music, details of which can be found in their dedicated reports. Discussions about changes to the structure of the PCC and its associated bodies were commenced, but at the time of writing have not resulted in any firm decisions. These will be decided upon, implemented and reviewed in the next year. We also hope that 2022-2023 will be the year in which we see the opening of the *St Giles' Music Academy* (the foundation of which as a CIO was announced in last year's report).

Lest the above give the impression that 2021-2022 was a year of beginnings and deferrals rather than conclusions, a few important decisions were made. First, Lorraine Desai was appointed as St Giles' new Safeguarding Officer. We are delighted with this appointment, as we are with her predecessor, Siân Grønlie, agreeing to stay on as the Safeguarding link on the PCC. Secondly, the PCC welcomed our former associate priest Daniel Walters as St Giles' new incumbent. Thirdly (and relatedly), the PCC voted electronically to provide funding to fill the vacated post of associate priest. An appointment to this post has not been made at the time of writing, but should have been at the time of reading.

Our new Vicar set the watchwords for his first meeting as transparency and collaboration. The year 2021-2022 has been, on the whole, one characterized by the PCC murkily groping its way through the gloaming. One hopes that the new dawn of 2022-2023 will see these watchwords being exercised to the full.

*Andrew James Sillett. PCC Secretary*

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### Safeguarding Report

The specific activities to which our safeguarding policy applies are:

- The Girls' Choir
- The Boys' Choir
- The 15-19 year olds Choir
- Bell ringing

#### **New Safeguarding officer:**

Lorraine Desai was appointed as the new Safeguarding officer at the PCC meeting on 2nd February 22.

#### **Policies:**

The following were approved at the PCC meeting on 7th April 2021:

- Parish Safeguarding Policy
- DBS statement on the recruitment of ex-offenders
- Safeguarding action Plan

#### **Training:**

Lorraine Desai completed Safeguarding Basic Awareness and Safer Recruitment and People Management in September 2021 and Leadership Safeguarding Training in October 2021. Please note that all members of the congregation including those involved in the choirs are encouraged to complete the Basic Awareness Safeguarding Training available online. Members of the PCC are required by the Diocese to complete this training, which is available on the Diocesan website and to refresh their training every 3 years.

#### **Volunteers:**

We currently have 7 DBS-checked volunteers for the Boys' and Girls' Choirs, and 1 for Bells. Volunteers need to have a DBS check issued through St Giles. We are always in need of more volunteers, so please contact Nicholas Prozzillo or Lorraine Desai if you are interested.

Many thanks to all those who give their time to make sure that our children are safe.

*Siân Grønlie and Lorraine Desai. Safeguarding Officers*

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### **Health and Safety Report**

No reported issues in the past year but on occasional concern that visitors entering through the south porch do not notice the raised edge of the ramp & might trip over it.

Possible solutions, if required: (1) split the ramp & prop up to one side until needed (but it is very heavy); (2) remove it altogether & revert to the metal folding ramp currently stored inside the church (not light and of smaller width so any wheelchair must be carefully positioned – the wooden one is broad enough for all vehicles & people); (3) continue to use the existing ramp but to alert visitors, securely fix an unmissable upright at the top of the slope or a full hand rail (need to be sturdy & well-braced, as probably would be used as a full support by able-bodied); alternatively (4) leave it as it is.

All credit to the Clergy and Churchwardens (especially Daniel & Joanne) and the Benefice Manager in general safety measures again, including sanitizers & wipes; also to all visitors & members of the congregation showing consideration for others.

*Jim Smith*

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### Choir and Music Report

The past year was somewhat of an annus horribilis. But four events held in close proximity in December ensure that 2021 will be remembered fondly. In early December, Benjamin Grønlie performed Bach's Goldberg Variations; two days earlier, the choir organized a party to celebrate the Choir Director's 10 years at St Giles'; and there were two carol services which proved that singers were still in fine voice. And so 2021 ended with a smile.

Developing choirs in days of Covid is challenging. Covid 19 has certainly impacted choir finances. Sadly the application to the Susan Kidd Charity failed, but there continues to be much goodwill from within the community. Throughout 2021 cost-saving measures were in place. Mr Patterson kindly gave his services for free; no external organists were brought in; there was no senior organ scholar; and the Choir Director frequently found himself covering both roles, in addition to undertaking all the chorister training.

Despite living in times of Covid, St Giles' outreach continues. Our Junior Organ Scholar, Mr Gronlie, has more than proved himself, and it is pleasing to see him taking on more accompaniments. But our other young organists are also heard - the youngest of whom is 11 years old. A church that is able to offer a proper organ scholarship, under the supervision of senior musicians, is clearly a church that aims to nurture talent, providing a valuable service to the community.

Recruitment has been challenging. Only one school assembly took place, and this had to happen virtually. Nevertheless, the choirs have progressed and it should be noted that on a Sunday it is still possible – more than just possible – to have an introit, two anthems, a psalm, hymns, and an aria from a Bach Cantata. The Girls' Choir has four enthusiastic probationers who are learning the tricks of the trade. They will shortly be heard in services. Our SATB choir, St Giles' Singers, will require some attention – although this was recognized some time ago.

St Giles', with its penchant for BCP services and robed choirs, continues to attract teenagers. Our new SATB group for teenagers has now started to rehearse every week and will shortly sing their first service. The intention is that they will sing one service every month, and will also have other opportunities as they arise. Their enthusiasm was clear at the first rehearsal.

Churches that wish to grow should maintain links with local schools. Members will recall a proposal to install organs in local schools. Viscount Organs, the sponsor, delivered the first organ to The Cherwell School in March 2020. Sadly, Covid got in the way, but organ tuition will begin in Hilary 2022. The new cohort of organ pupils will (eventually) be seen at St Giles' for occasional group classes, and, in due course, some may be seen learning the art of accompanying divine worship.

Our Latin Club, which started during Lockdown I continues. Our PCC Secretary is to be thanked for his lively and stimulating Latin classes which have been especially praised by some parents. In addition to providing choristers with a stimulating learning experience at St Giles', the classes have also helped publicize our musical environment.

Choirs wishing to develop must engage in outreach activities. Sadly, these Covid times have prevented choir tours and cathedral visits from taking place. It is hoped that tours will resume from July 2022, when the choirs will, once again, visit Italy. 2

This enriching musical ministry requires investment – although the dividends are high. The PCC is thanked for its contribution of £10,500 per annum to music. But, for whatever reason, this has been

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frozen at this level for around 8 years. If we are to sustain the present level of activity, the PCC will need to review this figure (as it reviews the Parish Share, for example). And so on 7 June 2021 Choir Committee recommended that the PCC review this annual figure. The Choir will require some financial input in 2022 via discreet fundraising – as it has done over the past 10 years. In the past Jean Darke RIP provided support by working with the Choir Director to organize some concerts. Some concert income will be required in 2022.

It is a real shame that singing lessons can no longer be provided and subsidized. It is absolutely clear that they made a huge difference to the chorister sound. Some teenagers do receive singing tuition (self-supporting) and it is, again, absolutely clear that their sound is developing apace.

Notwithstanding financial challenges, St Giles' likes to celebrate. Indeed, there is much to celebrate. The Decade Party held on 3 December was a wonderful occasion; it was good to see so many people, some having travelled from distant lands! And how could one forget Mr Patterson's witty psalm sung, with great energy by choir members. The Choir Director must thank the Andrews for their kind words; the organizers for their meticulous planning; and to all those that made the effort to be present for this celebration. Thank you everyone!

The joyous event celebrated the team work of the past 10 years. In years to come (when NP is long gone) those five sponsored pipes (totalling £1,525) presented as a gift, alongside all the other pipes that have been sponsored, will tell a fascinating story. It has been a privilege for the Choir Director to serve the small but resilient parish of St Giles' for these 10 years - and everyone who has played a role is thanked. Over these years music has become such a major component of life at St Giles', drawing many people into the church. The infectious enthusiasm of our young musicians, supported by the enthusiasm and support of others, offers a glimpse of a happy and stable future for parish churches like our own. Parish churches clearly have a role to play.

*Andrew Patterson, Nicholas Prozzillo,*



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### **Building Report**

#### **Quinquennial report:**

Repairs and restoration accordingly, continues.

Ongoing maintenance has been made to lighting and heating in the church where required.

The Annual Boiler Maintenance, electrical PAT tests, and Fire Extinguisher checks have been carried out.

Minor repairs have been carried out in the Ladychapel and Bell Tower.

Extra repairs are required for the bell tower intercom system.

#### **Parish Rooms:**

Repairs have been made to the yellow entrance doors (to replace the lock). Following an incident from a group who rented the Rooms, one of the toilet doors will be replaced. This latter cost has been covered by the group involved and the work is due to be carried out in the next couple of weeks.

Annual boiler maintenance etc. were carried out (as above).

The Gatehouse have received funding to replace the cooker in the kitchen, allowing them to provide a better service to the homeless.

*Paul Rutterford.*

# **St Giles' Church, Oxford**

Charity: 1135246

## **Annual Report 2021**

### **Deanery Synod Report**

In 2021 the Deanery Synod meetings were conducted online via the Zoom platform. Listed below are the main events of the year 2021.

- 1) Introductory meeting December 2020
- 2) Dates for 2021
- 3) Parish Share allocation for 2021
- 4) Notification of elections to the General Synod from the Oxford Deanery carried out in July 2021.

Deanery Synod Oxford, Tuesday 8th December 2020. Zoom Meeting.

Area Dean Rev. Anthony Buckley

Lay Chair Prudence Daily

Notes:

- 1) Opening prayer
- 2) Introduction and welcome from the incoming Area Dean – he set out the business to be conducted when the new sessions start in January, and thanked the outgoing parish representatives. There will be elections for a new Secretary, but the present Lay Chair and Treasurer are willing to continue. There was also mention of setting up a Standing Committee and possible deputies for some offices.
- 3) The meeting then broke up into Zoom Rooms as a way of getting to know other representatives, and share how our various churches have experienced and dealt with the pandemic times.
- 4) When we returned to the main meeting the Area Dean suggested we should think about what challenges the Deanery will face in the future years.
- 5) Closing Prayer

#### **Dates for 2021:**

Tuesday. 7th February

Thursday 20th May

Wednesday 22nd September (with Cowley)

Tuesday 23rd November

# St Giles' Church, Oxford

Charity: 1135246

## Annual Report 2021

### OXFORD DEANERY SYNOD: February 2021

#### THE PARISH SHARE FOR 2021

MOTION: That the Deanery Share of £ 1,157,751 for the year 2021 be allocated to Parishes in accordance with the figures below.

Parish	2020	2021	Change %
Kidlington with Hampton Poyle	93,280	93,280	0.0%
North Hinksey with Botley	46,232	44,232	-4.3%
St Aldate	135,393	135,393	0.0%
St Andrew	115,893	115,893	0.0%
St Barnabas with St Thomas	58,225	58,225	0.0%
St Ebbe	107,632	107,632	0.0%
St Frideswide with Binsey	20,071	23,071	14.9%
St Giles	55,117	55,117	0.0%
St Mary Magdalen	63,718	63,718	0.0%
St Mary the Virgin (University Church)	92,006	92,006	0.0%
St Matthew with St Luke	71,786	71,786	0.0%
St Michael at the Northgate	41,203	41,203	0.0%
St. Margaret	53,597	53,597	0.0%
South with New Hinksey	22,851	22,851	0.0%
Summertown	71,789	71,789	0.0%
Wolvercote	68,011	68,011	0.0%
Wytham	6,256	6,256	0.0%
Unallocated	34,691	33,691	-2.9%
<b>Deanery Share</b>	<b>1,157,751</b>	<b>1,157,751</b>	<b>0.0%</b>

### Background

1. The 2021 allocation is based on the parish share allocation for 2020, with agreed adjustments for North Hinksey with Botley and St Frideswide with Binsey.

2. The total allocated represents 97% of the parish share requested by ODBF and reflects the fact that the Oxford Deanery is not participating the parish share rebate scheme, which is equivalent to a net annual discount of 3%.

The parish share allocations shown above do not reflect the 1% discount that most parishes obtain from ODBF by signing up to the Direct Debit scheme

### Elections to the General Synod for the Diocese of Oxford:

Voting

The electronic ballot will open on Friday 17 September 2021 and close on Friday 8 October 2021.

*Maureen Chu, Melanie Florence, Catherine Hilliard.*

# **St Giles' Church, Oxford**

Charity: 1135246

## **Annual Report 2021**

### **Vicar and Churchwardens Trust Report**

While the faculties relating to the Project 900 west end works were under discussion by the PCC, the Trust received no further requests for reimbursement for architectural plans in 2021. Having already covered the initial costs of the audiovisual streaming system in 2020, however, the Trust readily agreed to meet the cost of upgrading the mixing desk, an improvement costing £1,674.

*Margaret Williamson*

# St Giles' Church, Oxford

Charity: 1135246

## Annual Report 2021

### Susan Kidd Charity Report

The purpose of this charitable trust is to make grants, for the purposes of promoting education, relieving need and sickness and supporting advancement in life, to eligible individuals resident within the ancient parish of St Giles' and to relevant activities undertaken by educational institutions located within it. Details of the trust are available on St Giles' website: <https://www.st-giles-church.org/susan-kidd-charity/>. In line with advice previously received from the Charity Commissioners, the trustees do not make recurrent grants for the same purpose; this is to be made clear on the website and the application form.

The trustees examined the accounts for the year to December 2020 and decided to distribute in grants a total of £2,000, comprising £1,800 from income and £200 remaining from an unclaimed grant in 2020. Invitations to apply had been sent out to parishes, schools, colleges and playschools within the ancient boundaries of St Giles' parish and to St Giles' choir. Fourteen applications were received and nine grants were made: to one undergraduate, seven graduate students, and SS Philip & James School.

The trust's annual return to the Charity Commissioners was submitted in October 2021 ([www.charitycommission.gov.uk](http://www.charitycommission.gov.uk), charity number 202199). The trustees agreed to invite Margaret Williamson to inspect the accounts again next year.

A special service to mark the work of the trust was held on 13 February 2022, and was attended by three representatives of SS Philip & James School and a graduate student.

The Revd. Daniel Walters attended the meeting as Chairman designate, to be registered as a trustee and signatory to the trust bank account after his induction as Vicar of St Giles'.

Revd Daniel Walters (Chairman designate)

Mrs Hilary Hiorns (Treasurer)

Cllr Louise Upton (Trustee, Oxford City Council)

Dr Mary MacRobert (Secretary).

*Mary MacRobert*

# St Giles' Church, Oxford

Charity: 1135246

## Annual Report 2021

### Parish Rooms Report

#### Full Time Users

The Gatehouse: Monday to Friday from 4pm to 7.30pm and  
Sunday from 3.30pm to 6.30pm

#### Regular Users

Forro Dance Group: Monday evenings from 8pm to 10.30pm

NA\*: Tuesday evening from 7.30pm to 9.30pm

International Folk Dance: Wednesday evenings from 8pm to 10pm

Showering Charity\*: Saturdays from 12pm to 2.30pm

The two church groups who met on a Sunday morning have both cancelled their bookings although they may return at some point. All other users are meeting again on a regular basis although the Gatehouse are currently using in the garden area but hope to return inside from 1st May.

#### One-off Users

Oxford City Council will be renting the Rooms on 5th May for the Local Elections at a cost of £310. There are tentative bookings in the diary both from individuals and University Societies for Trinity Term and beyond.

#### Current Rates of Hiring the Parish Rooms

Hall: £17 an hour\*\*

Meeting Room: £7 an hour\*\*

Non-refundable deposit for one-off users: £10

Charitable Rate\*: £10

#### Finance

\*\* From Trinity Term 2022 the hourly rates for all University Societies hiring the Rooms will be raised to £20 for the Main Hall and £10 for the small meeting room. This is in part due to an incident involving one of the Oxford University Societies (referred to in the para below). We will also be charging a deposit upfront of £100 to these Societies (£50 for any reports of noise/antisocial behaviour) and £50 if the Rooms are not left clean and tidy and rubbish disposed of correctly).

#### Maintenance of the Parish Rooms

Routine maintenance was carried out in 2021 such as leaf clearance (above the lean-to area) and the annual boiler service and fire extinguisher checks. At the beginning of March (this year) there was an incident when the door of one of the toilets was damaged beyond repair. The University Society involved admitted responsibility and the work was carried out at no cost to the PCC.

*Meg Peacock*

# St Giles' Church, Oxford

Charity: 1135246

## Annual Report 2021

### Bell Ringing Report

We have all been affected by the Covid-related lockdowns and other restrictions during the last twelve months, in various different ways; and bell ringing at St Giles', although perhaps not essential to our survival, is one of the activities which has been more severely affected. (However, one consequence which may, in the long run, be beneficial in other ways is that a regular channel of contact which did not exist before has been established at national level (within England) between the Central Council of Church Bell Ringers and the Church of England's National Recovery Group.) Details of the restrictions and recommendations affecting ringing, as they were strengthened or relaxed from time to time, have been circulated to bands of ringers together with other advice, and I believe that these guidelines have very largely been obeyed by ringers throughout the country.

Although some ringing was allowed between July and October 2020, even this was seriously restricted, in several ways, in order to minimise the risks of infection (and of the church being held responsible for any infection which might have seemed to be a result of ringing activities). Even during that period, ringing was allowed only before Sunday services, only for 15 minutes maximum on each occasion (instead of the usual 30- 40 minutes), only with each rope being handled by the same ringer throughout the session, and with no extra watchers present; and only with the ringers wearing masks, and spaced out 1.5 or 2 metres apart. This spacing requirement meant using only a limited number of the bells in each tower - and in most cases (depending on the varying amounts of space and ventilation available in different towers) using only every alternate bell in the circle of ropes, i.e. only four out of eight in the case of St Giles'. The restrictions also meant that throughout the last year (even when limited Sunday ringing was allowed) ringers have been allowed no practices, no teaching of beginners (who would at first have to stand face to face with their instructors, and less than a metre apart), no visits to other towers, and no full peals or other long performances on tower bells.

We are hoping currently that more normal ringing will be allowed again soon, possibly as soon as the middle of May, when Stage 3 may be reached. But we are concerned that some former ringers will have 'got out of the habit' and will never return to regular ringing. We shall have to try even harder to attract and retain new people, as even before Covid we didn't really have enough ringers, and it wouldn't have been possible to take on new recruits during the last year - even if any had appeared.

On a few occasions, when ringing handbells in the open air was permitted (even though ringing tower bells was not), we rang outside the South door when worshippers were arriving before or leaving after the service. And, even when the restrictions were most severe, single bells have been tolled (usually by our youngest ringer, Sara Jones): for Remembrance Sunday; for the funerals of Captain Sir Tom Moore (aged 100), and at St Giles' of our own Jean Darke; and most recently to mark the death of the Duke of Edinburgh (aged 99).

We expected to be able to ring four bells on Remembrance Sunday. We arranged a preparatory session a few days beforehand, at which we made recordings of the rather unusual permitted kind of ringing, on four bells, half-muffled; but then new restrictions were brought into force at short notice, and all that we could do on Remembrance Day itself was to toll a single bell. We have tried to keep in touch with our former ringers, though some have had nothing to do with ringing during the period of restrictions. However, possibilities for some kinds of ringing activity have been available. Change ringing on handbells (producing the same sort of patterns as on tower bells, but usually with two bells for each ringer) is a long-established activity - though undertaken by only a minority of tower bell ringers - and has been practised to some extent at St Giles' throughout the last 50 years or so. During the period of restrictions, handbell ringing was sometimes permitted for 'socially distanced' groups of ringers from multiple households, in public open spaces and sometimes in private gardens - both for

# **St Giles' Church, Oxford**

Charity: 1135246

## **Annual Report 2021**

several months last summer, and also this year, starting again quite recently at Easter. With no tower bell ringing available, there has been a considerable growth in handbell ringing, much of it at quite advanced levels, by bands made up of ringers drawn from several different towers.

Perhaps more remarkably, it is also possible for ringers, using computers in their own homes, and possibly located hundreds of miles apart in different countries and continents, to carry out a kind of simulated ringing just by pressing keys on their keyboards, and collectively producing sounds which all of them can hear. Before Covid, this was something being done by just a few exceptional people, mostly interested in developing suitable computer systems - but it also included some who were physically incapable of taking part in ringing in any other way. However, since the Covid restrictions began, there has been a great growth of such on-line ringing, especially during the winter months when handbell ringing was not permitted even in the open air (and would in any case have been less attractive because of the weather!)

From late May 2020 onwards, we have been running a weekly online practice session on Thursday evenings, in place of our traditional tower-bell practices, and I hope this will continue at least until we are allowed to have tower-bell practices again. There have been just enough people taking part, including a few from other towers as well as several from St Giles'; and there are also several other similar groups based elsewhere in and around Oxford, meeting at different times and with overlapping memberships (including ringing friends in Scotland and in North America).

Particular thanks are due to Steve Everett, originally brought up and taught to ring in Oxford, but now normally resident in Turkey, who came back to Oxford just before travel became too difficult last autumn, and who is still here. He has frequently joined members of the St Giles' band for ringing of all the kinds permitted, and has now been elected as temporary ringing master for the Oxford City Branch of the Oxford Diocesan Guild of Church Bell Ringers. We think it should be possible for learners to start familiarising themselves with changing ringing concepts and techniques entirely through this kind of simulated ringing. Although we haven't yet seen any complete beginners following this route, some of our tower-bell learners have now progressed further through this route than they had previously done in the tower. It will be very interesting to see how, and how quickly, they can extend what they have learnt first on handbells or on-line to equivalent performances on tower bells, where a considerably different combination of observational, mental, and physical skills is required. And after a year of inactivity, at least a few weeks of renewed building-up of muscular strength will be necessary for all of us to get back to normal, even when we can eventually ring the tower-bells again.

*John Pusey*



# St Giles' Church, Oxford

Charity: 1135246

## Annual Report 2021

### Project 900 Report

#### Background

The purpose of this paper is to provide an annual report to the St Giles' Annual Parochial Church Meeting on the work of the Steering Group and the progress of the Project 900 (P900) fundraising campaign.

#### Project 900 and the Steering Group

This fundraising project was initiated in around 2016, in commemoration of St Giles' Church's 900th birthday in 2020. Its objectives are to raise funds in support of:

- A new mechanical action pipe organ to replace the existing church organ that is now beyond repair and in support of the various liturgical, musical and educational activities supported by the church; and
- A range of enhancements and repairs to the church building and fabric, including:
  - Electrical works,
  - Refurbishment of kitchen and floor,
  - Construction of a second toilet with flower preparation area,
  - Redecoration of the church interior,
  - Essential repairs to the vault beneath the current organ and the floor above this, and
  - Infilling of an arch and the creation of storage space within it.

The total fundraising target is currently £642,000, of which £550,000 is earmarked for the organ, and £92,000 for the fabric and renovation works.

The project is led by a steering group (P900SG) which reports to the St Giles' Parochial Church Council (the PCC). In 2021, the Steering Group has met eleven times by Zoom. Membership of the Steering Group during the year comprised the Rev'd Daniel Walters, Jonathan Mitchell, Nicholas Prozzillo, Joanne Russell, Mary Whitlock and Veronica Warner, with Meg Peacock as Secretary. David Clover joined the Group in March; Maureen Chu was a member from March to July; and Andrew Sillett joined the Group in December.

#### Update on P900 progress in 2021

Just as indicated in our 2020 APCM report, the work of the P900SG in 2021 was constrained by the restrictions of the global pandemic. However, important progress has been made and, at the time of writing, a comprehensive plan including a series of fundraising and awareness-raising events, grants applications and project communications has been initiated.

A considerable number of pledges have been made by supporters of the project since its inauguration. By January 2022 these, plus the gifts already received, amounted to just over £430,000 – just under 67% of the total required.

Gifts and pledges of note have included a generous donation in memory of the late Jean Darke, a substantial anonymous donation made in support of the project's 'relaunch' in October 2021, donations given by members of the choir community to commemorate the tenth anniversary of Nicholas Prozzillo's directorship of the St Giles' Choirs, and a grant from the Gladiator Trust.

It is fair to say that fundraising pledges and income to date have defied expectations, given the ongoing uncertainty and disruption of the pandemic. A very large proportion of the total is made up of the £260,000 pledge from the Vicar's and Church Wardens' Trust (VCWT). However, the realisation of

# St Giles' Church, Oxford

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## Annual Report 2021

nearly £175,000 of pledges and gifts from other sources should be regarded as a source of encouragement.

In setting the conditions for active fundraising in 2022, the following achievements of the P900SG were delivered in 2021:

- **Re-appraisal of the target:** At the request of the P900SG, the PCC commissioned a renewed assessment of project objectives and projected costs. This has provided clear, robust and costed objectives for fundraising. The PCC committed to a further re-appraisal of this target during 2022, in light of fundraising progress, and indicated an intention to bring fundraising activities (other than ongoing applications to grant-giving bodies) to an end in 2023 to make way for other church priorities.
- **Confirmation of the terms of reference of the P900SG and the PCC in relation to the project:** the PCC agreed that the purpose of the P900SG was confined to “coordinate and oversee fundraising for a major building project to commemorate the 900th anniversary of St Giles’.” The PCC agreed it would oversee all aspects of the planning and works entailed, including appointment and payment of a clerk of works.
- **Finance:** a P900 bank account with the Charities Aid Foundation Bank was opened, with support from the PCC, and the work to disaggregate funds allocated to P900 from the wider parish accounts commenced. By January 2022, the analysis and transfer of funds, including the claiming of Gift Aid, was still underway, but progress was being made.
- **Communications:** a P900 website (sg900.org) and mailing list was created by David Clover. This has provided a critical source of information and updates in support of fundraising, although it is hoped to extend the reach of the mailing list in 2022. Various attempts have been commenced to enlist the wider reach of social media in support of P900, supported by Andrew Sillett: renewed arrangements for this aspect of communications are being discussed with the Vicar. Refreshed publicity boards in the church itself, developed by Helen Dodd, Andrew Sillett and Joanne Russell, describing the objectives of P900 and how donations can be made, have been created and erected. Local media connections have been approached, but we have not yet been able to secure media attention for the project.
- **Grants:** grants applications to a range of grant-giving bodies have been prepared. In one case, a successful application has been made to the Gladiator Trust, which has pledged £10,000 in support of the building works, to be transferred once P900 reaches 80% of its Buildings fundraising total of £92,000. Further applications are on hold until a Faculty for the works has been received from the DAC.
- **Events:** a comprehensive series of events in support of P900 has been developed for 2022 and 2023 by Mary Whitlock and Joanne Russell, with contributions from other members of the P900SG. However, during 2021, some events were able to take place, either in person or virtually, including:
  - **Project relaunch in October 2021.** P900 was relaunched to the congregation with an event that set out the objectives of the project and inaugurated the ‘Sponsor a Pipe’ online fundraising tool designed for P900 by choir parent John Chelsom. We were able to announce a major anonymous pledge of £20,000 at this event.
  - **Jazz at St Giles’ concerts throughout the year.** Various concerts in the Jazz at St Giles’ series took place, with some of the proceeds being donated to P900.
  - **Goldberg Variations.** Longstanding choir member and organ student Benji Grønlie performed Bach’s Goldberg Variations in December 2021, donating the proceeds from this concert to P900.
- **Forward planning:** much of the work of the P900SG was focused on securing a clear forward plan for fundraising in 2022, which is now being initiated.

# St Giles' Church, Oxford

Charity: 1135246

## Annual Report 2021

### Summary

In 2021, the P900SG has laid the foundation for focused, purposeful fundraising in 2022 and 2023, and secured pledges and donations that have renewed confidence that the ambitious target may be met, even in a challenging context. In order to build on these foundations, further work on raising the profile of the project itself and the St Giles' Music Academy will be critical for reaching donors beyond the immediate community of the church. The achievement of Faculties covering both organ and building works will also be essential for securing grants from appropriate external bodies. The active engagement of the full church community and its PCC will be needed to build on the momentum gained in the past year. The P900SG hopes that this report will stimulate the confidence and optimism required from our community in support of this.

*Jonathan Mitchell, Veronica Warner. Project 900 Steering Group.  
Nicholas Prozzillo, Project 900 Treasurer.*

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST GILES, OXFORD**

*Registered charity 1135246*

**ANNUAL ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD**

**Independent Examiner's Report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of St Giles, Oxford, charity number 1135246, on accounts for the year ended 31 December 2021 set out on pages 2 to 12**

I report to the trustees on my examination of the accounts of the above charity ('the Trust') for the year ended 31 December 2021.

## **Responsibilities and basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

## **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed

Date

**Michael Ling, IPFA  
Chartered Institute of Public Finance and Accountancy  
24 Old Chapel Close  
Kidlington  
Oxfordshire  
OX5 2HN**

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

## Statement of Financial Activities for the year ended 31 December 2021

	Note	2021				2020			
		Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Unrestricted Funds	Restricted Funds	Endowment Funds	Total
		£	£	£	£	£	£	£	£
<b>Income and endowments from:</b>									
Voluntary income	2a	48,311	37,958		86,269	49,855	22,909		72,764
Activities for generating funds	2a	56,217	9,171		65,388	21,945	48,658		70,603
Investment income	2b	3	0		3	0	0		0
Charitable activities	2c	26,251	14,867		41,118	88,095	110,345		198,440
Other income	2d	5,069	863		5,932	0	0		0
<b>Total income</b>		<b>135,851</b>	<b>62,859</b>	<b>0</b>	<b>198,710</b>	<b>159,895</b>	<b>181,912</b>	<b>0</b>	<b>341,807</b>
<b>Expenditure on:</b>									
Cost of generating voluntary income	3a	0	2,978		2,978	0	2,420		2,420
Charitable activities	3b	135,356	27,182		162,538	100,623	223,169		323,792
Other expenditure	3c	0	64		64	0	0		0
<b>Total expenditure</b>		<b>135,356</b>	<b>30,224</b>	<b>0</b>	<b>165,580</b>	<b>100,623</b>	<b>225,589</b>	<b>0</b>	<b>326,212</b>
<b>Net gains / (losses) on investments</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net income / (expenditure)</b>		<b>495</b>	<b>32,635</b>	<b>0</b>	<b>33,130</b>	<b>59,272</b>	<b>(43,677)</b>	<b>0</b>	<b>15,595</b>
<b>Transfers between funds</b>		<b>8,851</b>	<b>(8,851)</b>		<b>0</b>	<b>(90,499)</b>	<b>90,499</b>		<b>0</b>
<b>Net movement in funds</b>		<b>9,346</b>	<b>23,784</b>	<b>0</b>	<b>33,130</b>	<b>(31,227)</b>	<b>46,822</b>	<b>0</b>	<b>15,595</b>
<b>Reconciliaton of funds:</b>									
Total funds brought-forward		10,810	156,473	0	167,283	42,037	109,651	0	151,688
<b>Total funds carried-forward</b>		<b>20,156</b>	<b>180,257</b>	<b>0</b>	<b>200,413</b>	<b>10,810</b>	<b>156,473</b>	<b>0</b>	<b>167,283</b>

The notes on pages 4 to 12 form part of these accounts

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

## Balance Sheet as at 31 December 2021

		TOTAL FUNDS	
	Notes	2021 £	2020 £
<b>FIXED ASSETS (Investments)</b>		<b>0</b>	<b>0</b>
<b>CURRENT ASSETS</b>			
Debtors	5	27,204	39,833
Cash at bank and in hand		198,557	140,712
<b>Total Current Assets</b>		<b>225,761</b>	<b>180,545</b>
<b>LIABILITIES</b>			
Creditors - amounts falling due in one year	6	25,348	13,262
<b>Net current assets/(liabilities)</b>		<b>200,413</b>	<b>167,283</b>
<b>TOTAL NET ASSETS</b>		<b>200,413</b>	<b>167,283</b>
<b>PARISH FUNDS</b>			
Unrestricted	8	20,156	10,810
Restricted	8	180,257	156,473
Endowment	8	0	0
<b>Total Parish Funds</b>	8	<b>200,413</b>	<b>167,283</b>

Approved by the Parochial Church Council on 4/10/2022 and signed on its behalf by:

David Wake 30/10/22

The notes on pages 4 to 12 form part of these accounts.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

## Notes to the financial statements for the year ended 31 December 2021

### 1. ACCOUNTING POLICIES

The charity constitutes a public benefit entity as defined by Financial Reporting Standard 102 (FRS 102).

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, together with applicable accounting standards and the Charities SORP (FRS 102) 2015 with Update Bulletin 1.

The financial statements have been prepared on an accruals basis under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

#### Funds

**Endowment funds** are funds where the capital must be maintained. Only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. St Giles has no endowment funds.

**Restricted funds** represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried-forward as a balance on that fund.

**Unrestricted funds** are general funds which can be used for any purpose that the PCC determines within that allowed under its governing documents.

#### Income

Under the SORP income is recognised when there is entitlement, sufficient certainty of receipt and it can be measured reliably.

Planned giving, collections and general donations are recognized when received.

Gift Aid income is recognized when the income to which it relates is determined.

All income is accounted for gross wherever possible.

#### Expenditure

Under the SORP expenditure is recognised when a legal or constructive obligation exists at the balance sheet date as a result of a past event, it is more likely than not that a transfer of economic benefits, often cash, will be required in settlement and the amount of the obligation can be measured or estimated reliably.

All expenditure is accounted for gross wherever possible.



## **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD**

### **Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

### **Fixed Assets**

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(a) of the Charities Act, 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church inventories, which are open to inspection. For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

# THE PAROCHIAL CHURCH OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

	2021				2020			
	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
<b>2 INCOME</b>								
<b>2a Generated Funds</b>								
Planned Giving	34,122	-1,000		33,122	33,979	1,000		34,979
Envelopes	2,634			2,634	1,963			1,963
Choir Fund donations		5,653		5,653		5,750		5,750
Sponsor-a-Pipe		21,021		21,021		2,749		2,749
Gift Aid	6,854	430		7,284	7,188	1,608		8,796
Grants		4,750		4,750		1,200		1,200
Rooms	9,457			9,457	5,604			5,604
Parish Hall hire	7,115			7,115		10,838		10,838
Gatehouse	13,974			13,974		17,467		17,467
Front Office	3,000			3,000	4,000			4,000
Upper Rooms Hire	13,539			13,539		15,000		15,000
Cottage	9,000			9,000	12,000			12,000
Other	4,833	16,275		21,108	7,066	15,955		23,021
	104,528	47,129	0	151,657	71,800	71,567	0	143,367
<b>2b Investment Income</b>	3			3				0
<b>2c Charitable activities</b>								
Job Retention grant	4,460	3,851		8,311	3,404	3,923		7,327
Covid 19-Council grant	15,000			15,000		13,341		13,341
Re-imbursed-St Margaret's	4,067			4,067	4,481			4,481
Gatehouse Counsellor		6,667		6,667		3,333		3,333
Other	2,724	4,349		7,073	80,210	89,748		169,958
	26,251	14,867	0	41,118	88,095	110,345	0	198,440
<b>2d Other incoming resources</b>								
Grants	5,069			5,069				0
Other		863		863				0
	5,069	863	0	5,932	0	0	0	0
<b>Total</b>	135,851	62,859	0	198,710	159,895	181,912	0	341,807

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

	2021				2020			
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Unrestricted Funds	Restricted Funds	Endowment Funds	Total
<b>3 EXPENDITURE</b>								
<b>3a Raising funds</b>								
Concert expenses				0		2,420		2,420
Jazz Festival - costs		2,978		2,978				0
	0	2,978	0	2,978	0	2,420	0	2,420
<b>3b Charitable activities</b>								
Parish share	54,566			54,566	54,566			54,566
Cleaning - Church	1,903			1,903	1,059			1,059
Cleaning - Parish Rooms	1,470			1,470		3,114		3,114
Utilities - Church	3,984			3,984	4,055			4,055
Utilities - Parish Rooms	3,869			3,869		3,779		3,779
Insurance - Church	4,900			4,900	4,815			4,815
Insurance - Parish Rooms	1,200			1,200		1,200		1,200
Maintenance - Church	7,429			7,429		8,128		8,128
Maintenance - Parish Rooms	1,889			1,889		5,803		5,803
Music and Choir	3,450	19,111		22,561	4,003	10,610		14,613
Other	50,696	8,071		58,767	32,125	190,535		222,660
	135,356	27,182	0	162,538	100,623	223,169	0	323,792
<b>3c Other expenditure</b>								
Other expenditure	0	64	0	64	0	0	0	0
<b>Total</b>	<b>135,356</b>	<b>30,224</b>	<b>0</b>	<b>165,580</b>	<b>100,623</b>	<b>225,589</b>	<b>0</b>	<b>326,212</b>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

## 4 (a) STAFF COSTS

	2021	2020 (re-stated)
	£	£
Salaries and wages	36,246	36,139
Employer's pension contributions	2,227	2,227
	<u>38,473</u>	<u>38,366</u>

No employee earned more than £60,000 in 2021 (2020: Nil).

## (b) PENSIONS

The St Giles, Oxford, Parochial Church Council participates in the Pension Builder Scheme section of the Church Workers Pension Fund (CWPF) for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The CWPF has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

### Pension Builder Scheme

The Pension Builder Scheme of the CWPF is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Bonuses may also be declared, depending upon the investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SOFA in the year are contributions payable (2021, £1,714; 2020, £2,545).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent was carried out as at 31 December 2016. A valuation as at 31 December 2019 was under way as at 31 December 2020.

For the Pension Builder Classic section, the valuation revealed a deficit of £14.2m on the ongoing assumptions used. At the most recent annual review, the Board chose not to grant a discretionary bonus, which will have acted to improve the funding position. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, the St Giles, Oxford, Parochial Church Council could become responsible for paying a share of that employer's pension liabilities.

Pension Builder 2014 is the pension scheme used by St Giles, Oxford, Parochial Church Council.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

## (c) TRUSTEES' REMUNERATION

The trustees neither received nor waived any remuneration for undertaking their duties as trustees during the year (2020: Nil).

## 5 DEBTORS AND PRE-PAYMENTS

	Unrestricted	Restricted	Endowment	TOTAL FUNDS	
	2021	2020		2021	2020
	£	£	£	£	£
Tax recoverable on Gift Aid	7,882	1,870		9,752	4,369
Payroll		1,593		1,593	13,448
Pension		3,687		3,687	5,090
Other	2,607	9,565		12,172	16,926
	10,489	16,715	0	27,204	39,833

## 6 LIABILITIES

Amounts falling due within one year:

	Unrestricted	Restricted	Endowment	TOTAL FUNDS	
	2021	2020		2021	2020
	£	£	£	£	£
Pension Provider		2,865		2,865	966
Other creditors	5,351	3,876		9,227	8,803
Receipts in advance	12,006	1,250		13,256	3,493
	17,357	7,991	0	25,348	13,262

# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD**

## **7 FUNDS**

### **Unrestricted Funds:**

General - Used for all general purposes of the PCC, unless covered by another fund. Balance at year-end transferred to Reserve Fund.

### **Designated Funds**

Reserve – Accumulated annual surpluses/deficits on the General Fund.

Buildings - For buildings maintenance and improvement. Balance at year-end transferred to General Fund.

Parish Rooms - Relates to the parish rooms and balance at year-end transferred to General Fund.

### **Restricted Funds:**

Bell - For re-tuning and hanging of the bells.

Chess - For chess activities.

Choir - To further the work and activities of the St Giles' Choir.

Choir Tour - Relates to choir tour.

Gatehouse Counselling - For Gatehouse services.

Jazz - Festival usually held annually with proceeds to specific charities.

Palestinian Festival - Oxford Palestine Unlocked project.

Project 900: Fabric – Fabric project celebrating 900 years of worship at St Giles'.

Project 900 General – For all Project 900 objectives.

Project 900:Organ - For provision of new organ in celebration of 900 years of worship at St Giles'.

Vicar and Churchwardens' Trust - Donations from the Vicar and Church Wardens' Trust and related expenditure.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES,  
OXFORD**

**8 Funds - Summary statement for year ended 31 December 2021**

Fund	Balance brought forward (Re-stated) £	Incoming resources £	Outgoing resources £	Transfers £	Gains/ (Losses) £	Balance carried forward £
<b>Unrestricted Funds</b>						
General	9,360	85,996	107,634	12,278		0
	9,360	85,996	107,634	12,278	0	0
<b>Designated Funds</b>						
Reserve	0			20,156		20,156
Buildings	0	14,928	7,429	(7,499)		0
Rooms	0	34,927	19,093	(15,834)		0
Others	1,450		1,200	(250)		0
	1,450	49,855	27,722	(3,427)	0	20,156
<b>Restricted Funds</b>						
Bell	426		276			150
Buildings	18,339			(18,339)		0
Chess	1,887		250			1,637
Choir	30,643	13,649	19,174	7,493		32,611
Choir Tour	5,950					5,950
Gatehouse Counselling	2,083	6,667	3,975			4,775
Jazz	603	5,842	2,978			3,467
Palestinian Festival	177					177
Project 900: Fabric	44,626	305	144	(1,483)		43,304
Project 900: General		374		2,129		2,503
Project 900: Organ	44,251	33,335		1,483		79,069
Vicar/C'Wardens Trust	2,232					2,232
Others	5,256	2,687	3,427	(134)		4,382
	156,473	62,859	30,224	(8,851)	0	180,257
<b>Total</b>	<b>167,283</b>	<b>198,710</b>	<b>165,580</b>	<b>0</b>	<b>0</b>	<b>200,413</b>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

## 9 COMPOSITION OF FUNDS

	Unrestricted	Restricted	Endowment	TOTAL FUNDS	
				2021	2020
	£	£	£	£	£
Debtors	10,489	16,715		27,204	39,833
Cash	27,024	171,533		198,557	140,712
Liabilities	(17,357)	(7,991)		(25,348)	(13,262)
Total	20,156	180,257	0	200,413	167,283

## 11 VOLUNTEERS

The Parochial Church Council is dependent upon the many volunteers who offer their services free of charge, and often at personal expense by incurring travel costs and purchasing materials at their own cost. Volunteers are involved in all aspects of the Council's work.



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST GILES, OXFORD**

*Registered charity 1135246*

**ANNUAL ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD**

**Independent Examiner's Report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of St Giles, Oxford, charity number 1135246, on accounts for the year ended 31 December 2021 set out on pages 2 to 12**

I report to the trustees on my examination of the accounts of the above charity ('the Trust') for the year ended 31 December 2021.

## **Responsibilities and basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

## **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed

Date

**Michael Ling, IPFA  
Chartered Institute of Public Finance and Accountancy  
24 Old Chapel Close  
Kidlington  
Oxfordshire  
OX5 2HN**

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

## Statement of Financial Activities for the year ended 31 December 2021

	Note	2021				2020			
		Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Unrestricted Funds	Restricted Funds	Endowment Funds	Total
		£	£	£	£	£	£	£	£
<b>Income and endowments from:</b>									
Voluntary income	2a	48,311	37,958		86,269	49,855	22,909		72,764
Activities for generating funds	2a	56,217	9,171		65,388	21,945	48,658		70,603
Investment income	2b	3	0		3	0	0		0
Charitable activities	2c	26,251	14,867		41,118	88,095	110,345		198,440
Other income	2d	5,069	863		5,932	0	0		0
<b>Total income</b>		<b>135,851</b>	<b>62,859</b>	<b>0</b>	<b>198,710</b>	<b>159,895</b>	<b>181,912</b>	<b>0</b>	<b>341,807</b>
<b>Expenditure on:</b>									
Cost of generating voluntary income	3a	0	2,978		2,978	0	2,420		2,420
Charitable activities	3b	135,356	27,182		162,538	100,623	223,169		323,792
Other expenditure	3c	0	64		64	0	0		0
<b>Total expenditure</b>		<b>135,356</b>	<b>30,224</b>	<b>0</b>	<b>165,580</b>	<b>100,623</b>	<b>225,589</b>	<b>0</b>	<b>326,212</b>
<b>Net gains / (losses) on investments</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net income / (expenditure)</b>		<b>495</b>	<b>32,635</b>	<b>0</b>	<b>33,130</b>	<b>59,272</b>	<b>(43,677)</b>	<b>0</b>	<b>15,595</b>
<b>Transfers between funds</b>		<b>8,851</b>	<b>(8,851)</b>		<b>0</b>	<b>(90,499)</b>	<b>90,499</b>		<b>0</b>
<b>Net movement in funds</b>		<b>9,346</b>	<b>23,784</b>	<b>0</b>	<b>33,130</b>	<b>(31,227)</b>	<b>46,822</b>	<b>0</b>	<b>15,595</b>
<b>Reconciliaton of funds:</b>									
Total funds brought-forward		10,810	156,473	0	167,283	42,037	109,651	0	151,688
<b>Total funds carried-forward</b>		<b>20,156</b>	<b>180,257</b>	<b>0</b>	<b>200,413</b>	<b>10,810</b>	<b>156,473</b>	<b>0</b>	<b>167,283</b>

The notes on pages 4 to 12 form part of these accounts

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

## Balance Sheet as at 31 December 2021

		TOTAL FUNDS	
		2021	2020
		£	£
	Notes		
<b>FIXED ASSETS (Investments)</b>		<b>0</b>	<b>0</b>
<b>CURRENT ASSETS</b>			
Debtors	5	27,204	39,833
Cash at bank and in hand		198,557	140,712
<b>Total Current Assets</b>		<b>225,761</b>	<b>180,545</b>
<b>LIABILITIES</b>			
Creditors - amounts falling due in one year	6	25,348	13,262
<b>Net current assets/(liabilities)</b>		<b>200,413</b>	<b>167,283</b>
<b>TOTAL NET ASSETS</b>		<b>200,413</b>	<b>167,283</b>
<b>PARISH FUNDS</b>			
Unrestricted	8	20,156	10,810
Restricted	8	180,257	156,473
Endowment	8	0	0
<b>Total Parish Funds</b>	8	<b>200,413</b>	<b>167,283</b>

Approved by the Parochial Church Council on 4/10/2022 and signed on its behalf by:

David Wake 30/10/22

The notes on pages 4 to 12 form part of these accounts.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

## Notes to the financial statements for the year ended 31 December 2021

### 1. ACCOUNTING POLICIES

The charity constitutes a public benefit entity as defined by Financial Reporting Standard 102 (FRS 102).

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, together with applicable accounting standards and the Charities SORP (FRS 102) 2015 with Update Bulletin 1.

The financial statements have been prepared on an accruals basis under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

#### Funds

**Endowment funds** are funds where the capital must be maintained. Only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. St Giles has no endowment funds.

**Restricted funds** represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried-forward as a balance on that fund.

**Unrestricted funds** are general funds which can be used for any purpose that the PCC determines within that allowed under its governing documents.

#### Income

Under the SORP income is recognised when there is entitlement, sufficient certainty of receipt and it can be measured reliably.

Planned giving, collections and general donations are recognized when received.

Gift Aid income is recognized when the income to which it relates is determined.

All income is accounted for gross wherever possible.

#### Expenditure

Under the SORP expenditure is recognised when a legal or constructive obligation exists at the balance sheet date as a result of a past event, it is more likely than not that a transfer of economic benefits, often cash, will be required in settlement and the amount of the obligation can be measured or estimated reliably.

All expenditure is accounted for gross wherever possible.

## **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD**

### **Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

### **Fixed Assets**

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(a) of the Charities Act, 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church inventories, which are open to inspection. For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

# THE PAROCHIAL CHURCH OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

	2021				2020			
	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
<b>2 INCOME</b>								
<b>2a Generated Funds</b>								
Planned Giving	34,122	-1,000		33,122	33,979	1,000		34,979
Envelopes	2,634			2,634	1,963			1,963
Choir Fund donations		5,653		5,653		5,750		5,750
Sponsor-a-Pipe		21,021		21,021		2,749		2,749
Gift Aid	6,854	430		7,284	7,188	1,608		8,796
Grants		4,750		4,750		1,200		1,200
Rooms	9,457			9,457	5,604			5,604
Parish Hall hire	7,115			7,115		10,838		10,838
Gatehouse	13,974			13,974		17,467		17,467
Front Office	3,000			3,000	4,000			4,000
Upper Rooms Hire	13,539			13,539		15,000		15,000
Cottage	9,000			9,000	12,000			12,000
Other	4,833	16,275		21,108	7,066	15,955		23,021
	104,528	47,129	0	151,657	71,800	71,567	0	143,367
<b>2b Investment Income</b>	3			3				0
<b>2c Charitable activities</b>								
Job Retention grant	4,460	3,851		8,311	3,404	3,923		7,327
Covid 19-Council grant	15,000			15,000		13,341		13,341
Re-imbursed-St Margaret's	4,067			4,067	4,481			4,481
Gatehouse Counsellor		6,667		6,667		3,333		3,333
Other	2,724	4,349		7,073	80,210	89,748		169,958
	26,251	14,867	0	41,118	88,095	110,345	0	198,440
<b>2d Other incoming resources</b>								
Grants	5,069			5,069				0
Other		863		863				0
	5,069	863	0	5,932	0	0	0	0
<b>Total</b>	135,851	62,859	0	198,710	159,895	181,912	0	341,807

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

	2021				2020			
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Unrestricted Funds	Restricted Funds	Endowment Funds	Total
<b>3 EXPENDITURE</b>								
<b>3a Raising funds</b>								
Concert expenses				0		2,420		2,420
Jazz Festival - costs		2,978		2,978				0
	0	2,978	0	2,978	0	2,420	0	2,420
<b>3b Charitable activities</b>								
Parish share	54,566			54,566	54,566			54,566
Cleaning - Church	1,903			1,903	1,059			1,059
Cleaning - Parish Rooms	1,470			1,470		3,114		3,114
Utilities - Church	3,984			3,984	4,055			4,055
Utilities - Parish Rooms	3,869			3,869		3,779		3,779
Insurance - Church	4,900			4,900	4,815			4,815
Insurance - Parish Rooms	1,200			1,200		1,200		1,200
Maintenance - Church	7,429			7,429		8,128		8,128
Maintenance - Parish Rooms	1,889			1,889		5,803		5,803
Music and Choir	3,450	19,111		22,561	4,003	10,610		14,613
Other	50,696	8,071		58,767	32,125	190,535		222,660
	135,356	27,182	0	162,538	100,623	223,169	0	323,792
<b>3c Other expenditure</b>								
Other expenditure	0	64	0	64	0	0	0	0
<b>Total</b>	<b>135,356</b>	<b>30,224</b>	<b>0</b>	<b>165,580</b>	<b>100,623</b>	<b>225,589</b>	<b>0</b>	<b>326,212</b>



## THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

### 4 (a) STAFF COSTS

	2021	2020 (re-stated)
	£	£
Salaries and wages	36,246	36,139
Employer's pension contributions	2,227	2,227
	<u>38,473</u>	<u>38,366</u>

No employee earned more than £60,000 in 2021 (2020: Nil).

### (b) PENSIONS

The St Giles, Oxford, Parochial Church Council participates in the Pension Builder Scheme section of the Church Workers Pension Fund (CWPF) for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The CWPF has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

#### **Pension Builder Scheme**

The Pension Builder Scheme of the CWPF is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Bonuses may also be declared, depending upon the investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SOFA in the year are contributions payable (2021, £1,714; 2020, £2,545).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent was carried out as at 31 December 2016. A valuation as at 31 December 2019 was under way as at 31 December 2020.

For the Pension Builder Classic section, the valuation revealed a deficit of £14.2m on the ongoing assumptions used. At the most recent annual review, the Board chose not to grant a discretionary bonus, which will have acted to improve the funding position. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, the St Giles, Oxford, Parochial Church Council could become responsible for paying a share of that employer's pension liabilities.

Pension Builder 2014 is the pension scheme used by St Giles, Oxford, Parochial Church Council.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

## (c) TRUSTEES' REMUNERATION

The trustees neither received nor waived any remuneration for undertaking their duties as trustees during the year (2020: Nil).

## 5 DEBTORS AND PRE-PAYMENTS

	Unrestricted	Restricted	Endowment	TOTAL FUNDS	
	2021	2020		2021	2020
	£	£	£	£	£
Tax recoverable on Gift Aid	7,882	1,870		9,752	4,369
Payroll		1,593		1,593	13,448
Pension		3,687		3,687	5,090
Other	2,607	9,565		12,172	16,926
	10,489	16,715	0	27,204	39,833

## 6 LIABILITIES

Amounts falling due within one year:

	Unrestricted	Restricted	Endowment	TOTAL FUNDS	
	2021	2020		2021	2020
	£	£	£	£	£
Pension Provider		2,865		2,865	966
Other creditors	5,351	3,876		9,227	8,803
Receipts in advance	12,006	1,250		13,256	3,493
	17,357	7,991	0	25,348	13,262

# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD**

## **7 FUNDS**

### **Unrestricted Funds:**

General - Used for all general purposes of the PCC, unless covered by another fund. Balance at year-end transferred to Reserve Fund.

### **Designated Funds**

Reserve – Accumulated annual surpluses/deficits on the General Fund.

Buildings - For buildings maintenance and improvement. Balance at year-end transferred to General Fund.

Parish Rooms - Relates to the parish rooms and balance at year-end transferred to General Fund.

### **Restricted Funds:**

Bell - For re-tuning and hanging of the bells.

Chess - For chess activities.

Choir - To further the work and activities of the St Giles' Choir.

Choir Tour - Relates to choir tour.

Gatehouse Counselling - For Gatehouse services.

Jazz - Festival usually held annually with proceeds to specific charities.

Palestinian Festival - Oxford Palestine Unlocked project.

Project 900: Fabric – Fabric project celebrating 900 years of worship at St Giles'.

Project 900 General – For all Project 900 objectives.

Project 900:Organ - For provision of new organ in celebration of 900 years of worship at St Giles'.

Vicar and Churchwardens' Trust - Donations from the Vicar and Church Wardens' Trust and related expenditure.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES,  
OXFORD**

**8 Funds - Summary statement for year ended 31 December 2021**

Fund	Balance brought forward (Re-stated) £	Incoming resources £	Outgoing resources £	Transfers £	Gains/ (Losses) £	Balance carried forward £
<b>Unrestricted Funds</b>						
General	9,360	85,996	107,634	12,278		0
	9,360	85,996	107,634	12,278	0	0
<b>Designated Funds</b>						
Reserve	0			20,156		20,156
Buildings	0	14,928	7,429	(7,499)		0
Rooms	0	34,927	19,093	(15,834)		0
Others	1,450		1,200	(250)		0
	1,450	49,855	27,722	(3,427)	0	20,156
<b>Restricted Funds</b>						
Bell	426		276			150
Buildings	18,339			(18,339)		0
Chess	1,887		250			1,637
Choir	30,643	13,649	19,174	7,493		32,611
Choir Tour	5,950					5,950
Gatehouse Counselling	2,083	6,667	3,975			4,775
Jazz	603	5,842	2,978			3,467
Palestinian Festival	177					177
Project 900: Fabric	44,626	305	144	(1,483)		43,304
Project 900: General		374		2,129		2,503
Project 900: Organ	44,251	33,335		1,483		79,069
Vicar/C'Wardens Trust	2,232					2,232
Others	5,256	2,687	3,427	(134)		4,382
	156,473	62,859	30,224	(8,851)	0	180,257
<b>Total</b>	<b>167,283</b>	<b>198,710</b>	<b>165,580</b>	<b>0</b>	<b>0</b>	<b>200,413</b>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, OXFORD

## 9 COMPOSITION OF FUNDS

	Unrestricted	Restricted	Endowment	TOTAL FUNDS	
				2021	2020
	£	£	£	£	£
Debtors	10,489	16,715		27,204	39,833
Cash	27,024	171,533		198,557	140,712
Liabilities	(17,357)	(7,991)		(25,348)	(13,262)
Total	20,156	180,257	0	200,413	167,283

## 11 VOLUNTEERS

The Parochial Church Council is dependent upon the many volunteers who offer their services free of charge, and often at personal expense by incurring travel costs and purchasing materials at their own cost. Volunteers are involved in all aspects of the Council's work.